RESERVABLE PICNIC SITES & PARK USE POLICY

City of Union City
1333 Decoto Road
Union City, CA 94587

Office Hours
Monday - Friday
9:00 a.m. to 6:00 p.m.
CLOSED from 12-1PM
510.675.5329
www.unioncity.org/reg
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<td>Windflower Park</td>
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<td>A</td>
<td>Cerruti Park*</td>
<td>4572 Novato Street</td>
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<td>B</td>
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*Parks A & B not reflected on map
General Rules

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General Rules for All Users of Union City Community & Recreation Services Facilities

1. The group or individual that is granted a permit is responsible for the conduct of children and adults during the permit period. This also includes the responsibility of providing policing personnel when necessary.

2. Permits for groups composed of minors will be issued only to adults (21 years of age or older), who accept the responsibility of enforcing the rules and regulations of the Community & Recreation Services.

3. Permittee is solely responsible and answerable for any damages and all accidents or injuries to persons or property resulting from their use of the facilities or areas.

4. All activities conducted in City parks will be in accordance with the law and the policies of Union City’s City Council. No meetings or entertainment may be held for the purpose of advancing any doctrine or theory that advocates the overthrow of the government of the United States or the State of California by force or violence or other unlawful means.

5. Gambling in any form is prohibited on all City parks and other facilities.

6. Absolutely NO SMOKING or VAPING at any Union City Park.

7. No alcoholic beverages shall be sold or consumed in City parks or athletic fields.

8. Park equipment shall not be removed from City property without written approval of the Community & Recreation Services Director.

9. Personal barbecue grills are allowed in Union City parks. Barbecue grills must remain on picnic site areas only. The Permittee or its party must dispose of coals properly either in a trash container or remove coals from picnic sites. Make sure coals are completely cooled off before disposing of them. Do not cover coals with dirt or sand.

10. Union City Community & Recreation Services staff will patrol picnic areas on the weekends and holidays.

11. Bounce House/Jumpers are not allowed on any City park without a park permit.

12. The City Council or its authorized representative (Community & Recreation Services) may make exception to any of the park use rules or regulations, including rental rates. The City reserves the right to refuse service to anyone. This Park Use Policy, effective January 1, 2019, supersedes any earlier version.

13. No exclusive use for any Union City Park. Reservation permits only reserve picnic areas and BBQ units. There may be other events occurring at the same time.

14. The sale of food and/or beverages will require additional insurance, business license, and a Health Department Permit. The sale of alcoholic beverages is not allowed by the general public.

15. The Permittee will be held financially responsible for any damage to the rented facilities.

16. The capacity stated for each site is the maximum that the area will hold without causing damage to the area, creating parking problems or overcrowding the tables and barbecues. Please respect the site capacity.

17. No vehicles are allowed in parks. Vehicles cannot be driven into picnic areas to load or unload supplies. Vehicles may only be parked in designated parking lot.

18. The following may be used as proof of Union City Residency: A current & valid CA Drivers License or Identification Card, PG&E or water bill, a business li-
General Rules

19. Picnic sites are reserved as is, and picnic facilities may be different from the descriptions published in the Park Use Policy. It is recommended that permittees view the reservable site prior to making their reservation. There will be no refunds for any changes that are beyond the control of the City of Union City. (i.e. wind, mud, graffiti, sprinklers, broken equipment and/or garbage spills.)

20. Dogs at the park must be on a leash at all times.

21. Only the permittee listed on the application will be allowed to make the payment, make any changes, or be given information regarding their Park Use Application.

22. Only one person per park application. Co-applicants are not allowed. Only the person submitting the ID will considered for a permit.

23. Physical or verbal abuse towards any Union City staff will forfeit any future permits.

24. Styrofoam™ cups, plates, bowls, etc. are not allowed. Food and drink containers must be recyclable or compostable such as paper, aluminum, and recyclable plastic.

How to Reserve a Picnic Area

Reservations
Reservations can be made up to three (3) calendar months in advance for Union City Residents and two (2) calendar months in advance for Non-Residents. Reservations can only be made at the Kennedy Youth Center in-person; no phone reservations or holds will be accepted. **Online Reservations starting January 1, 2019.**

Reservations must be made at least ten (10) working days in advance from your scheduled event. Reservations for private, or public promotional or fundraising dances or events made less than three months will not be accepted.

If a permit is submitted less than ten (10) working days, and no less than six (6) working days, by NOON, a RUSH FEE of $20 will be applied on top of regular or any other additional fees that the permittee might require during the reservation process.

Multiuse Reservations
Multiple site reservations are available, only if the total of the capacities of the picnic sites does not exceed 150 participants. If exceeding 150 participants, the picnics will be considered a Special Event and will be subject to appropriate fees and insurance.

First Come, First Served Areas
Every park in Union City features some first come, first served picnic tables. Most of the single tables in Union City parks do not require park permits. Refer to the “Reservable Picnic Areas” section to locate the number of single tables available at each park.

If a reservable area is not reserved within the ten (10) working days, then the area becomes a first come, first served picnic site. Park Permits will be posted on reserved picnic areas prior to reserved time.

Holidays
Picnic areas can be reserved on Martin Luther King Day, President’s Day, Memorial Day, 4th of July, Labor Day, Veteran’s Day, Thanksgiving Day, Christmas Day and New Year’s Day. All site fees are doubled on Holidays.

Premium Days
Picnic areas can be reserved on Easter Day, Mother’s Day, Father’s Day and Halloween. All site fees are at one and a half times of the park fee.

Fees
Reservation fees vary depending upon the capacity of the site being reserved. Fees are based on the site maximums.

*Payment in full is due on the day the reservation is made. Site fees are doubled for all non-residents.*

We accept cash, VISA, MasterCard and Discover.
How to Reserve a Picnic Area

Standard of Behavior
For the enjoyment and safety of everyone, the Community & Recreation Services Department expects all participants to treat the people and facilities connected with the program with respect and to abide by all rules and direction from the staff. The Community & Recreation Services Department reserve the right to refuse service to anyone for failure to abide by these standards.

Cancellations
Cancellations must be requested in writing and submitted in person. Refunds will be mailed to applicant’s address 6-8 weeks following the date of cancellation.

Refunds will be issued for:
1. Cancellations requested more than 30 calendar days prior to reservation date minus a fifteen percent (15%) cancellation fee from the site fee.
2. Cancellations requested less than thirty (30) calendar days prior to reservation date minus a thirty percent (30%) cancellation fee from the site fee.
3. Refunds will NOT be issued if cancellations or changes are requested ten (10) working days or less prior to reservation date.

The City reserves the right to cancel any event which is misrepresented during the application process.

Changes/Transfers
All changes and transfers are subject to a $10 processing fee. All changes to permits must be made at least 10 working days in advance.

Rain Out Policy
Reservation fees will not be refunded for events that are cancelled due to rain. Events cancelled due to rain may be rescheduled for a future use to occur within one year of the cancelled use date. Permittee has to call the following business day to claim rain out.

Parking
Parking spaces near the picnic area are neither reserved nor guaranteed. Please park in designated sites only and do not block fire trails or gates. Parking laws are strictly enforced. Violators may be towed at owner’s expense.

Insurance
Larger groups using Union City Parks will be required to purchase Special Event Liability Insurance. The cost of the one day coverage varies according to event, number of attendees and hazard classification. The average premium cost is $175.

Deposit/Fees
Your deposit, for a special event or Amphitheater, may be forfeited under any of the following conditions:
A. You misrepresent your activity, yourself or organization on the permit application.
B. You exceed the maximum capacity stated on the permit application.
C. You misuse or mistreat City personnel/equipment or supplies.
D. You damage any property or leave excessive garbage.
E. You disregard any of the rules in the Park Use Policy.

Forfeiture of part or all of your deposit may result in the denial of future applications for use of Union City facilities.

Sound Amplification
(Amplified sound is sound that is audible for more than 50 feet.)
For the peace and comfort of everyone in the park and park neighbors, sound amplification systems are allowed by permit only. Sound amplification permits are issued only for the use of Kennedy Park’s Amphitheater and Old Alvarado/ Cesar Chavez Park’s Gazebo. One permit per park per day will be issued. Amplified music is allowed only when a picnic area is reserved and an amplification permit is obtained. A sound amplification permit needs to be obtained for the use of a karaoke machine. The fee for an amplification permit is $50.

Alcohol
ALCOHOL IS NOT PERMITTED AT ANY UNION CITY PARK.

Foam Food Ware Ordinance
Styrofoam™ cups, plates, bowls, etc. are not allowed. Single-use food and drink containers must be recyclable or compostable (e.g. paper, aluminum).
How to Reserve a Picnic Area

Cleanup
The picnic area will be clean and free of litter when you arrive. Please respect the site and other park users by using the trash containers provided near your site. If there are any problems, please contact park staff. Their number will be in your emailed Park Confirmation Card.

Restrooms
Community & Recreation Services Park Monitor will come to your event and supply you with a soap dispenser, 1 pack of hand towels, toilet tissue and two (2) garbage bags. A portable restroom is available for Dry Creek Park for an additional fee. Please call the office for more information.

Bounce/Jump Houses
Bounce houses are only allowed in designated areas and require a generator, which is provided by the bounce house company. Only two (2) bounce/jump houses are allowed per park per day.

*Bounce/ Jump House Company must have the appropriate insurance covering the City and a valid and current Union City Business License.

Bounce houses/jumpers are NOT to exceed the size of a 20x30 or a 3-in-1 size. No water jumpers or dunk tanks allowed. Bounce/Jump Houses must be placed 25 feet from reserved picnic area.

Please ask the Kennedy Youth Center staff for more information on having entertainment equipment at Union City Parks.

*Kennedy Park may have two (2) bounce houses per day. Bounce houses may only be setup at the Daniel Camarillo Memorial Site and Willow site or the Willow and Sycamore Site. Bounce houses may not be setup at Daniel Camarillo Memorial and Sycamore sites simultaneously. Bounce houses may not be setup in neighboring site.

Entertainment Equipment
Inflatable bounce houses (Jumpers), athletic competitions, raffles, sales of food or drink, or other unusual activities are allowed only by permit.

Electricity
Electricity is available at two locations: Charles F. Kennedy Park and Old Alvarado/Cesar Chavez Park. There is an electricity fee of $25 per location. Electricity is not allowed for bounce houses. Permittee needs to provide his/her own extension cords.

Security Guard/Police Personnel
The Community & Recreation Services Department may require California State Licensed private security guards from a licensed firm to be present at special events. If your event requires security guards and/or police personnel, you will be notified. It is your responsibility to hire and pay for required security guards and/or police personnel.

The Community & Recreation Services Department reserves the right to decline security guard firms with which the Department has had poor experience. Special events may also be required to have police personnel.

Online Reservations
Online reservations will be allowed starting January 1, 2019. You will be allowed to submit your request. Payment will be due once request is submitted and approved. A form of ID or proof of residency will be required before approval and payment is accepted. Please refer to the “General Rules”, #18 for acceptable proof of residency.

You may do so at www.unioncity.org/reg
You will have to create a REC1 account to do your reservation online. If you need assistance please call the Kennedy Youth Center at 510.675.5329.
Reservable Picnic Areas

Accinelli Park, 4525 Navarro Drive
- Restrooms Available
- Play Equipment
- Open Grass Area
- Street Parking
*No electricity available*

Accinelli
24 Seating/30 Capacity
3 Picnic Tables
1 BBQ Grill
Fee (res/non): $50/$100

Arroyo Park, 35199 Perry Road
- Restrooms Available
- 2 Play Areas
- Open Grass Area
- 4 Walkup Picnic Tables
- 4 Tennis Courts
- 2 Full Basketball Courts
- Street Parking
*No electricity available*

Perry
32 Seating/40 Capacity
4 Picnic Tables
1 BBQ Grill
Fee (res/non): $65/$130

Casa Verde Park, 3161 San Juan Place
- 3 Play Areas
- Open Grass Area
- Street Parking
- 3 Full Basketball Courts
*No Restrooms Available
No Electricity Available*

San Carvante
32 Seating/40 Capacity
4 Picnic Tables
2 Grills
Fee (res/non): $70/$140

Contempo Park, 32300 Meteor Drive
- Restrooms Available
- Play Equipment
- Softball Fields
- 8 Picnic Tables
- 2 Walkup Picnic Tables/Grills
- Parking Lot (20 Spaces)
- Open Grass Area
- 3 Full Basketball Courts
*No electricity available*

Contempo
80 Seating/100 Capacity
10 Picnic Tables
3 BBQ Grills
Fee (res/non): $135/$270
**Reservable Picnic Areas**

**Dry Creek Park, 1006 Westgard Street**

- 2 Play Areas
- Open Grass Area
- 3 Walkup Picnic Tables & Grills
- Street Parking

*No Restrooms Available* 
*No Electricity Available*

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**Kennedy Park, 1333 Decoto Road**

- Restrooms Available
- 2 Play Areas
- Open Grass Area
- Basketball Half Court
- 4 Walkup Picnic Tables near BART
- 5 Walkup Picnic Tables next to Daniel Camarillo Memorial Picnic Site & 1 Large Picnic Grill
- 30 Parking Spaces

*Option of reserving the whole site for $175/$350

**Electricity Available Amphitheater**

*Amphitheater—A deposit for this site is required for any event. Once your event is over and no damage has occurred a City Check will be mailed to you. Please allow 4-6 weeks.

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**Amphitheater**
- 125 Capacity
- 0 Picnic Tables
- 0 BBQ Grills

Fee (res/non): $160/ $320

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**Daniel Camarillo Red Site**
- 48 Seating/60 Capacity
- 6 Picnic Tables
- 2 Small BBQ Grills

Fee (res/non): $88/ $175

**Daniel Camarillo Brown Site**
- 56 Seating/70 Capacity
- 7 Picnic Tables
- 2 Large BBQ Grills

Fee (res/non): $88/ $175

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**Sycamore (by playground)**
- 32 Seating/40 Capacity
- 4 Picnic Tables
- 1 Small BBQ Grill

Fee (res/non): $70/ $140

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**Willow (by BART tracks)**
- 32 Seating/40 Capacity
- 4 Picnic Tables
- 2 Small BBQ Grills

Fee (res/non): $70/ $140

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**Dry Creek**
- 64 Seating/80 Capacity
- 8 Picnic Tables
- 2 Grills

Fee (res/non): $105/$210

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*Portable Restrooms are available for an additional cost, please call the Kennedy Youth Center for more information.*
Reservable Picnic Areas

Old Alvarado/Cesar Chavez Park, 3871 Smith Street

- Restrooms Available
- Open Grass Area with backstop
- Horseshoe pits
- 1 Full Volleyball Court
- Street Parking
- Electricity Available (Wisteria)

**Magnolia**
64 Seating/80 Capacity
8 Picnic Tables
3 BBQ Grills
**Fee (res/non):** $115/$230

**Wisteria**
16 Seating/20 Capacity
2 Picnic Tables
1 BBQ Grill
**Fee (res/non):** $50/$100

Old Alvarado/Cesar Chavez Park, 3871 Smith Street

- Restrooms Available
- 2 Play Areas
- *Electricity Available (Gazebo)*
- 1 Full Basketball Court
- Street Parking

**Elm**
32 Seating/40 Capacity
4 Picnic Tables
3 BBQ Grills
**Fee (res/non):** $70/$140

**Gazebo**
0 Seating/75 Capacity
0 Picnic Tables
0 BBQ Grills
**Fee (res/non):** $125/$250

Sea Breeze Park, 32600 Carmel Way

- Restrooms Available
- Play Equipment
- Open Play Area
- 40 Parking Spaces
- Cricket Area
- 1 Baseball Field
- 1 Softball Field
- 4 Walkup Tables
*No electricity available*

**Sea**
24 Seating/30 Capacity
3 Picnic Tables
1 BBQ Grill
**Fee (res/non):** $55/$110

**Breeze**
16 Seating/20 Capacity
2 Picnic Tables
1 BBQ Grill
**Fee (res/non):** $50/$100
Reservable Picnic Areas

**Seven Hills, 384 Florence Street**
- Restrooms Available
- Play Equipment
- Open Grass Area
- 1 Full Basketball Court
- 20 Parking Spaces
- No electricity available

*Park is NOT exclusive and cannot be shutdown for your own event.*

**Kitayama**
- 48 Seating/60 Capacity
- 6 Picnic Tables
- 3 BBQ Grills
- Fee (res/non): $90/$180

**Shorty Garcia, 384 Florence Street**
- Play Equipment
- Open Grass Area
- Street Parking
- No electricity available

**Shorty Garcia**
- 16 Seating/20 Capacity
- 2 Picnic Tables
- 1 BBQ Grills
- Fee (res/non): $50/$100

**Town Estates Park, 2438 Andover Drive**
- Restrooms Available
- 1 Basketball Court
- Baseball Field
- Open Grass Area
- Street Parking
- 8 Walkup Picnic Table/Grill
- 1 Softball Field
- 4 Walkup Tables
- No electricity available

**Cameron (by playground)**
- 16 Seating/20 Capacity
- 2 Picnic Tables
- 2 BBQ Grills
- Fee (res/non): $50/$100

**Winchester (near restrooms)**
- 48 Seating/60 Capacity
- 6 Picnic Tables (3 not pictured)
- 2 BBQ Grills
- Fee (res/non): $80/$160
Reservable Picnic Areas

Veteran’s Park, 4525 Dyer Street
- Restrooms Available
- Play Equipment
- 2 Baseball Fields
- 1 Full Volleyball Court
- Street Parking

No Electricity Available

Veteran’s
64 Seating/80 Capacity
8 Picnic Tables
3 BBQ Grills
Fee (res/non): $105/$210

Hall Ranch (NEW)
16 Seating/20 Capacity
2 Picnic Tables
1 BBQ Grill
Fee (res/non): $50/$100

William Cann Civic Center Park, 34009 Alvarado-Niles Road
- Parking Lot
- Play Equipment
- 8 Walkup Tables

No restrooms available
No electricity available

Egret (by pond)
8 Seating/10 Capacity
1 Picnic Table
1 BBQ Grill
Fee (res/non): $45/$90

Heron (by bridge)
8 Seating/10 Capacity
1 Picnic Table
1 BBQ Grill
Fee (res/non): $45/$90

William Cann Neighborhood Park, 33001 Marsh Hawk Road
- Restrooms Available
- Play Equipment
- Street Parking
- 9 Walkup Tables

No electricity available

Cann
32 Seating/40 Capacity
4 Picnic Tables
1 BBQ Grill
Fee (res/non): $70/$140

Brent
32 Seating/40 Capacity
4 Picnic Tables
1 BBQ Grill
Fee (res/non): $70/$140

Prices, amenities and capacities are subject to change. All sites are reserved as is. Please call the Kennedy Youth Center at 510.675.5329 for further information. You can also email us at KennedyCenter@unioncity.org