



## House Rules Brady Building

The renter is expected to adhere to the following rules to ensure both the safety of the participants and the preservation of the building. If you have any questions regarding the guidelines set forth below, please contact the Community Services Program Coordinators, [cswweb@cityofdavis.org](mailto:cswweb@cityofdavis.org). The Davis Police Department (747-5400) may be called to summon City staff for **emergencies only**.

Located at 23 Russell Boulevard adjacent to the City Hall Offices and Civic Pool

It is well suited for meetings, seminars, classes, and small conferences.

No alcohol or food is permitted.

<u>Room:</u>	<u>Maximum Users by Use</u>	<u>Available Furniture:</u>
Multipurpose Room	Approximately 390 square feet	40 chairs
Tables & Chairs <u>(No Dining)</u>	15 persons	2 twelve foot tables
Seating	40 persons	
Assembly-no tables/chairs	40 persons	

### General

- Youth are not allowed into the building before the renter arrives.
- All participants must be supervised by the renter, in all areas of the facility, at all times.
- **The renter is responsible for checking out and returning** the building keys from the Community Services Department Office at 23 Russell Blvd. If a key is not picked up and City staff is summoned to open the building, there will be a **\$65.00 non-refundable charge each time someone is called out**.
- If a key is not returned, the renter is responsible to pay the lost key charge.
- It is the responsibility of the renters to understand the limitations of the building and its furniture/equipment.
- Food/drinks are not allowed in the building.
- Furniture may not be removed from the building. Under no circumstances should furniture be taken into the park or on pool deck.

### Set-up and Clean-up

- Furniture may not block or obstruct exits.
- Clean all tables and counters.
- Sweep/mop the floor.
- Set-up and put away all tables and chairs in the correct formations.
- Take the garbage out to the park nearby park dumpsters.
- Replace the tables, chairs, and other equipment back to their original locations.
- Leave the facility in the same condition in which it was found. Failure to do so could result in a charge to the damage/cleaning deposit.

### Doors

- All doors must be shut/locked when you leave.



## Facility Fee Chart

(Effective July 1, 2011-June 30, 2012)

### Single Room Facilities

Chestnut Roundhouse Seating 20 Deposit \$200	Monday- Friday 11:59a	Friday noon - Saturday		Sunday	
		Hourly	Daily (10 Hrs)	Hourly	Daily (10 Hrs)
Community Groups	\$28	\$53	\$318	\$42	\$252
Residents	\$28	\$70	\$420	\$56	\$336
Non-Residents	\$31	\$77	\$462	\$62	\$372

Hattie Weber Museum Seating 40 Deposit \$200	Monday- Friday 11:59a	Friday noon - Saturday		Sunday	
		Hourly	Daily (10 Hrs)	Hourly	Daily (10 Hrs)
Community Groups	\$25	\$48	\$288	\$38	\$228
Residents	\$25	\$64	\$384	\$51	\$306
Non-Residents	\$28	\$70	\$420	\$56	\$336

Redwood Building Seating 50 Deposit \$200	Monday- Friday 11:59a	Friday noon - Saturday		Sunday	
		Hourly	Daily (10 Hrs)	Hourly	Daily (10 Hrs)
Community Groups	\$25	\$47	\$282	\$38	\$228
Residents	\$25	\$63	\$378	\$51	\$306
Non-Residents	\$28	\$69	\$414	\$56	\$336

Community Pool Building Dining 24 Seating 40 Deposit \$200	Monday- Friday 11:59a	Friday noon - Saturday		Sunday	
		Hourly	Daily (10 Hrs)	Hourly	Daily (10 Hrs)
Community Groups	\$24	\$46	\$276	\$36	\$216
Residents	\$24	\$61	\$366	\$48	\$288
Non-Residents	\$26	\$67	\$402	\$53	\$318

Council Chambers Seating 104 Deposit \$200	Monday- Friday 11:59a	Friday noon - Saturday		Sunday	
		Hourly	Daily (10 Hrs)	Hourly	Daily (10 Hrs)
Community Groups	\$42	\$79	\$474	\$63	\$378
Residents	\$42	\$105	\$630	\$84	\$504
Non-Residents	\$46	\$116	\$696	\$92	\$552

Brady Building Seating 40 Deposit \$200	Monday- Friday 11:59a	Friday noon - Saturday		Sunday	
		Hourly	Daily (10 Hrs)	Hourly	Daily (10 Hrs)
Community Groups	\$24	\$44	\$264	\$35	\$210
Residents	\$24	\$59	\$354	\$47	\$282
Non-Residents	\$26	\$65	\$390	\$52	\$312

Staffing fees for all Facilities	Rates
Custodial – unscheduled time	\$35/hr
Custodial – Scheduled flat rate	\$110/Event
Additional Facility Attendant	\$15/hr

Additional Information
Commercial Rate is double the Resident Rate.
Overtime is unscheduled use at 1.5 times the User Group Rate.
On going Users get a discounted rate, please call for more information.
Daily Rate must be requested when reservation is made.