



# City of San Gabriel **STAFF REPORT**

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DATE: January 15, 2019

TO: Honorable Mayor and City Council

FROM: Mark Lazzaretto, City Manager *ml*

BY: Rebecca Perez, Community Services Director *RP*  
Elias Bourjeili, Acting Playhouse Manager, San Gabriel Mission Playhouse *EB*

SUBJECT: **Theater Rental Fee Waiver Request: Asian Arts Talents Foundation**

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## **SUMMARY**

*The Asian Arts Talents Foundation (AATF) has approached the City of San Gabriel with a request for waiver of the theater rental fee for their upcoming free performance and rehearsal on June 22, 2019. The request fits within the City's existing guidelines for fee waivers. Staff recommends that the City Council approve AATF's request to waive the San Gabriel Mission Playhouse rental fee of \$3,630.00 for the upcoming community performance.*

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## **INTRODUCTION**

Asian Arts Talents Foundation (AATF) is planning a cultural performance to be held at the Mission Playhouse and has approached the City with the idea to hold this as a free event to promote Asian arts and culture through dance. There will be no tickets sold and no entrance fee, which will allow access to all who are interested. The event will be open to the general public from San Gabriel and surrounding areas.

## **ANALYSIS**

The request letter for this rental fee waiver is attached. AATF is requesting a fee waiver for the Playhouse theater rental fee of \$3,630.00 for their June 22, 2019 performance. This fee waiver request includes their rehearsal day and performance day fees. AATF agrees to pay all other theater rental costs, including labor and equipment fees.

AATF has been serving the community through educational and cultural offerings since 2004. They hold a free performance every 2 years at the San Gabriel Mission Playhouse. They are locally based in San Gabriel and this event will showcase a variety of Chinese dances for the community to enjoy.

In accordance with existing policy, the Council may deem that an event is of widespread community interest and benefit, and therefore waive the theater rental fee provided no admission is charged. The City has budgeted \$44,530 in its annual Rental Subsidy Account #152-3532, from which this waiver would be charged.

**FISCAL IMPACT**

The fee waiver of \$3,630.00 will be charged to the Rental Subsidy Account #152-3532.

**RECOMMENDATION**

Staff recommends that the City Council approves AATF's request to waive the theater rental fee of \$3,630.00 for the rehearsal and performance of the upcoming free admission community performance on June 22, 2019.

**ATTACHMENTS**

- A. AATF Rental Fee Waiver Request



**AATF Asian Arts Talents Foundation**

a non-profit organization.[www.aatf.us](http://www.aatf.us)

November 16, 2018

City of San Gabriel City Council  
425 South Mission Drive  
San Gabriel, CA 91776

Ref: Request to Waive the Theater Rental Fee for 2019 Asian Arts Talent Foundation Dance Festival at Mission Playhouse on June 22, 2019

Dear City Mayor and Council Members,

Asian Arts Talents Foundation (AATF) is a non-profit organization incorporated in 2004 in California for public purpose. The purpose of AATF is to raise funds to support Asian arts, education, and culture: to sponsor public arts performance, to offer scholarships for talented young Asian worldwide, to help and get involved with the community during disasters and catastrophes, to organize summer activities for young generation, and to organize dance festivals open to the public.

AATF has fulfilled our purpose to serve the community in many ways throughout the past 14 years. Specifically, we have held many dance classes to our current members of over 100 persons. We have participated in an average of 30-40 performances per year in different occasions and at different public events such as performances at public library, senior retirement center, cultural centers, Disneyland and other nonprofit organizations. We have given out at least 5 scholarships to talented young Asians every year. We have donated to natural disasters such as earthquake in China and tsunami in Japan through American Red Cross. Our young members have field trips and summer camps every year in the U.S. and to other countries, like China, Taiwan, Canada and Sweden. We have organized an open to the public performance at Mission Playhouse every 2 years. This is going to be our 7<sup>th</sup> biennial Dance Festival this year.

On behalf of AATF, I would like to submit our request to your honorable City Council to waive the theater rental fee of \$4,500 for our rehearsal and performance Dates for our 2019AATF Dance Festival which will be held at Mission Playhouse on June 22, 2019. We have held this bi-annual event at Mission Playhouse since 2005. This event has always been free and open to the public. The new theater rental fee is a very heavy burden on our organization that depends on the meager donation from the public.

Your favorable consideration to waive the theater rental fee of our event is very much appreciated. Your kind approval does not only show your support to our organization, but also show your care to our multi-ethnicity city.

If you have further questions, please feel free to contact me at (626) 975-3152.  
We are looking forward to hearing from you very soon.

Sincerely yours,  
Donna Chen,  
President/Asian Arts Talents Foundation