

ACTION FORM BRYAN CITY COUNCIL

DATE OF COUNCIL MEETING: April 22, 2014		DATE SUBMITTED: April 3, 2014	
DEPARTMENT OF ORIGIN: Parks & Recreation		SUBMITTED BY: Darrell Lovelette	
MEETING TYPE:	CLASSIFICATION:	ORDINANCE:	STRATEGIC INITIATIVE:
<input type="checkbox"/> BCD	<input type="checkbox"/> PUBLIC HEARING	<input type="checkbox"/> 1ST READING	<input type="checkbox"/> PUBLIC SAFETY
<input type="checkbox"/> SPECIAL	<input checked="" type="checkbox"/> CONSENT	<input type="checkbox"/> 2ND READING	<input checked="" type="checkbox"/> SERVICE
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> STATUTORY		<input type="checkbox"/> ECONOMIC DEVELOP.
<input type="checkbox"/> WORKSHOP	<input type="checkbox"/> REGULAR		<input type="checkbox"/> INFRASTRUCTURE
			<input checked="" type="checkbox"/> QUALITY OF LIFE
AGENDA ITEM DESCRIPTION: Consideration of a Resolution to establish a schedule of fees to be charged and collected for Parks and Recreation activities and facilities.			
SUMMARY STATEMENT: Resolution No. 3473 was approved and adopted by the City of Bryan City Council on February 12, 2013. The Resolution established fees to be charged and collected for certain park and recreation activities. The fees were established based on reviews of other fees and charges, and in an attempt to recover some costs associated with providing such services.			
<p>In recent months and in meetings with City of College Station and Bryan College Station Convention & Visitors Bureau (CVB) representatives, City of Bryan staff recognized that for certain fees to be more competitive, greater flexibility to negotiate fees is necessary. For example, during negotiations with a regional tournament softball tournament director, the City's rental fees would have resulted in a cost of about \$8,500 for four (4) fields for three (3) days. Conversely and for the same tournament, fifteen (15) College Station fields would cost the softball association about \$6,750 for the same time period. City of Bryan staff has heard similar cost discrepancy concerns from other tournament directors.</p> <p>Large tournaments benefit the City and the community in multiple ways. Tournaments bring visitors to the community who stay in local hotels, eat in local restaurants, shop in local stores, and purchase fuel from local businesses – all of which benefits the City in the form of sales tax, hotel occupancy tax (HOT), and business growth.</p> <p>Realizing the importance of attracting regional, state, and larger tournaments to the community, staff reviewed the current parks and facilities fee Resolution. Staff is not recommending changing the current fees, but instead, recommends including language within the established fees to allow for negotiation with tournaments or other special events that may have a positive impact in the community. The changes also will allow the City of Bryan to more easily partner with the City of College Station and the CVB to compete for tournaments and other major events.</p> <p>The change to the Resolution is the last paragraph in Section II. The comparison is as follows:</p>			
<u>Current Resolution:</u>			
<p>The City Manager or his/her designee can waive fees required herein if the applicant is a non-profit corporation engaging in public purpose activities. The City Manager or his/her designee can negotiate an agreement for long term or multiple use of any facility at a reduced rate. The maximum a rate could be reduced is 25%.</p>			

Proposed Resolution:

The City Manager or his/her designee can negotiate fees/charges for tournaments, major events, long term, or multiple use of any facility at a reduced rate. The City Manager or his/her designee can waive fees required herein if the applicant is a non-profit corporation engaging in public purpose activities.

The City of Bryan Parks & Recreation Advisory Board is to consider this proposed change at the April 15, 2014, Board meeting.

STAFF ANALYSIS AND RECOMMENDATION: Staff recommends approving the proposed Resolution, which will provide staff greater flexibility to negotiate for tournaments and other major events. The current Resolution has been determined to include fees that may discourage tournaments from coming to the community, and certainly from using City of Bryan facilities. In an effort to be competitive and attract more tournaments and major events, City staff respectfully requests authority to negotiate with tournaments and other major events. The current resolution will serve as a cap or maximum charge for services and facilities.

Staff believes this change will provide indirect benefits, including bring visitors to the community who stay in local hotels, eat in local restaurants, shop in local stores, and purchase fuel from local businesses – all of which benefit the City of Bryan in the form of sales tax, hotel occupancy tax (HOT), and business growth.

The City of Bryan Parks & Recreation Advisory Board is to consider this change at the April 15, 2014, Board meeting.

OPTIONS (In Suggested Order of Staff Preference):

1. Approve the proposed Resolution
2. Modify and then approve the proposed Resolution, which may require consideration at a future City Council meeting
3. Do not approve the proposed Resolution and provide direction to staff

ATTACHMENTS:

1. Proposed Resolution setting fees to be charge and collected for certain park and recreation activities
2. Current Resolution (No. 3471) approved and adopted by the City of Bryan City Council on February 12, 2013 (pdf file)

FUNDING SOURCE: While funding is not required for this proposed Resolution, there may be a fiscal impact. If tournaments are negotiated, fees associated with such may be less than if the current fee structure is used. However, staff anticipates additional tournaments coming to the community, which may then increase City revenues through additional fees, as well as indirect benefits such as increased sales tax and hotel occupancy tax.

If tournament growth occurs, City staff may need to expand to address the additional need to provide services during tournaments and other major events. Furthermore, as the number of tournaments in the City grows, other resources (besides increased staffing) may need to increase to address costs associated with such events.

APPROVALS: Hugh R. Walker, 04/03/2014

APPROVED FOR SUBMITTAL: CITY MANAGER

APPROVED FOR SUBMITTAL: CITY ATTORNEY Janis K. Hampton, 04/14/2014

RESOLUTION NO. _____

A RESOLUTION REPEALING RESOLUTION NO. 3473 SETTING FEES TO BE CHARGED AND COLLECTED FOR CERTAIN PARK AND RECREATION ACTIVITIES; ESTABLISHING A NEW FEE SCHEDULE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Bryan provides facilities for and coordinates certain park and recreation activities; and

WHEREAS, it is necessary to set certain fees for the reasonable use of facilities and coordination of activities; and

WHEREAS, it is necessary to set certain conditions affecting fees for the use of facilities and coordination of activities;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRYAN:

SECTION I.

That the fees charged and collected for specific park and recreation activities shall be as follows:

<u>ACTIVITY</u>	<u>FEE</u>	
	resident	non-resident
1. Pavilion/Facility rental fee per use *		
A. Astin, Austin's Colony, Bonham, Haswell B or C, Haswell Amphitheater, Henderson A, Neal, Tanglewood A, Tiffany A, Williamson A or B, or Villa West		
1/2 day AM (6:00 - 2:00) or PM (3:00 - 11:00)	\$ 60.00	\$ 72.00
Full day	\$100.00	\$120.00
B. Copperfield, Henderson B, Sadie Thomas I, Scurry, Tanglewood B, Tiffany B		
1/2 day AM (6:00 - 2:00) or PM (3:00 - 11:00)	\$ 50.00	\$ 60.00
Full day	\$ 70.00	\$ 84.00
C. Haswell A		
1/2 day AM (6:00 - 2:00) or PM (3:00 - 11:00)	\$ 75.00	\$ 90.00
Full day	\$125.00	\$150.00
With kitchen additional fee	\$ 50.00	\$ 60.00
Sadie Thomas II		
1/2 day AM (6:00 - 2:00) or PM (3:00 - 11:00)	\$ 60.00	\$ 72.00
Full day	\$100.00	\$120.00
With kitchen additional fee	\$ 50.00	\$ 60.00
D. BRAC II A or B – Full Day Only	\$100.00	\$120.00
E. Heritage Park Gazebo/Park	\$125.00	\$150.00

F.	Bryan Tennis Center (per Hour/per Court)	\$ 15.00	\$ 18.00
	Membership	\$180.00	\$216.00

- This facility may be used for sponsored, co-sponsored or non-sponsored tournaments or classes. TAMU, BISD, and CISD fees will be set on a contract basis based upon individual court fees.
- Membership allows member unlimited use for an unreserved court. If a guaranteed reservation is desired, the member must pay per hour/per court cost.

G.	Tennis Lessons (per sess.) Instruction Permit (per site	\$ 35.00	\$ 42.00
H.	Tennis Court Outdoor Rental (per hour/per court)	\$ 6.00	\$ 8.00
I.	Boot Camps	\$10.00 to \$30.00 per month	
J.	Sport Pavilion Special Use Permit (per day)	\$100.00	\$120.00
K	Inline Hockey Rink (per day)	\$100.00	\$120.00
L.	Palace Theatre (up to 4 hours)	\$250.00	\$300.00
	Each additional hour	\$ 60.00	\$ 72.00
	Cleaning Deposit (Refundable)	\$100.00	\$100.00

* Fees include customary cleaning prior to and after the event. Additional charges may apply if excess trash or cleanup is required which could include litter abatement and street sweeping. If staff is called out because renter did not pick up key (water or pavilion) or for repairs because of misuse, there will be a \$25.00 charge.

2. Vendor Permit

A.	Food/Craft one-day permit	\$ 50.00	\$ 60.00
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3. Alcohol Use Permit Fees

A.	Specific Use Permit for activities held in park pavilions, athletic complexes or special event facilities as designated, (per day).*	\$ 50.00	\$ 60.00
B.	Seasonal Use Permit for organized adult sport leagues (softball, soccer, etc.) utilizing city parks located within the city limits as approved by the Director of Parks and Recreation or his/her designee.	\$125.00	\$150.00

*Permits issued with facility rental only. Violations will bar user from park facilities for a period of not less than one year (to be determined by the Director of Parks or Recreation or his/her designee).

4. Park/Facility Special Event Fees

A. COB Exclusively Sponsored Special Event

Entry Fee (\$0-30/person range) is to be determined by staff at time of program development.

B. A Non-COB Sponsored Special Events Park Rental Fee

100-300	\$200.00	\$240.00
300-1,000	\$300.00	\$360.00
1001+	\$500.00	\$600.00
Cleaning Deposit (refundable)	\$500.00	\$600.00

C. Special Event Vendor Permit

One Day (Special Event Food, Beverage, Arts & Crafts)	\$ 50.00	\$ 60.00
Electrical Fee (per outlet)	\$ 25.00	\$ 25.00

* Fees include customary cleaning prior to and after the event. Additional charges may apply if excess trash or cleanup is required which could include litter abatement and street sweeping.

5. Aquatic Fees

A. Rentals

Haswell Pool rental fee (2 hours, 100 swimmers max.)	\$125.00	\$150.00
Each additional hour	\$ 60.00	\$ 72.00

Henderson Pool rental fee

2 hours for 100 swimmers or less	\$225.00	\$270.00
2 hours for 101-200 swimmers	\$275.00	\$330.00
Each additional hour	\$110.00	\$132.00

Bryan Aquatic Center rental fee

2 hours for 100 swimmers or less	\$250.00	\$300.00
2 hours for 101-200 swimmers	\$300.00	\$360.00
2 hours for 201-300 swimmers	\$400.00	\$480.00
2 hours for 301-400 swimmers	\$500.00	\$600.00
Each additional hour	50% of rental rate per hour	
Kiddie Pool (2 hrs, 25 swimmers max)	\$ 50.00	\$ 60.00
Each additional hour	\$ 25.00	\$ 30.00

Swim Team Rental --Per lane per hr (2 hour max.) \$2.00 to \$10.00 per lane

B. Classes

Instructional Classes fee (per person per session)	\$0.00 - \$50.00	\$0.00 - \$75.00
Junior Lifeguard Instruction Fee	\$ 50.00	\$ 60.00
Lifeguarding	\$150.00	\$165.00
WSI Class Fee	\$150.00	\$165.00
Fundamentals of Instruction	\$ 25.00	\$ 30.00

B. Team registration fees for Adult leagues (dept.) per season

Flag football	\$240.00	\$288.00
Basketball	\$240.00	\$288.00
Volleyball	\$240.00	\$288.00
Softball	\$350.00	\$420.00
Soccer	\$240.00	\$288.00
In-Line Hockey	\$240.00	\$288.00

C. Individual registration fees

Horseshoes league (per person)	\$ 20.00	\$ 24.00
Youth League Registration (per child)	\$ 25.00	\$ 30.00

7. Recreation Program Fees

Camp Program registration fee per child per session	\$0.00 - \$100.00	\$0.00 - \$100.00
Programs registration fee per person per session	\$0.00 - \$100.00	\$0.00 - \$100.00
Fees for trips to be assessed as needed.	\$0.00 - \$100.00	\$0.00 - \$100.00

8. Neal Recreation Center Fees

A. Room / Building Rentals (includes TV/VCR/DVD)

Gym rental (hourly)	\$ 50.00	\$ 60.00
Gym rental (1/2 gym) (hourly)	\$ 25.00	\$ 30.00
Gym All Day Rental (8 hour block/day)	\$375.00	\$450.00
Tables (each)	\$ 1.00	\$ 2.00
Chairs (each)	\$.50	\$ 1.00
Multi-purpose Room Rental (hourly)	\$ 30.00	\$ 36.00
Multi-purpose Room Rental (with kitchen)	\$ 40.00	\$ 48.00
Multi-media Room Rental (hourly)	\$ 20.00	\$ 24.00
Arts & Crafts Room Rental (hourly)	\$ 20.00	\$ 24.00
Building Rental (hourly) (not including fitness room)	\$150.00	\$180.00
Building / room after hours operational fee (per hour)	\$ 15.00	\$ 18.00
Cleaning Deposit (refundable if left in clean condition)	\$ 50.00	\$ 60.00
Set Up/Breakdown Fee (Optional)	\$ 50.00	\$ 60.00

User must also comply with rental agreement, which may require additional security or guidelines as determined by the Director of Parks and Recreation or his/her designee.

B. Daily Use Fee	\$ 2.00	\$ 4.00
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C. Membership (ages 5 to 14 only)

School year individual	\$ 55.00	\$ 66.00
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(must be paid prior to May 31)		
School year family (2 /family)	\$ 82.00	\$ 98.00
(Each additional member)	\$ 20.00	\$ 24.00
Summer Individual	\$ 40.00	\$ 48.00
Summer family – two people	\$ 60.00	\$ 72.00
(Each additional member)	\$ 15.00	\$ 18.00
Fitness Membership per year (16 yrs & older)	\$108.00 (\$137.00)	
Admission ID Card (one time)	1st One–\$0	1st One–\$0
Replacement ID Card (as needed)	\$ 1.00	\$ 1.00

D. Classes

Recreation Classes (per session) (open enrollment)	\$0.00 - \$75.00	\$0.00 - \$100.00
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SECTION II

That the conditions regulating the herein above stated fees shall be as follows:

1. Reservations for all parks/facilities will be taken on a first come first served basis.
2. Reservations may be taken over the phone or on-line by computer only when paying by credit card.
3. Palace Theatre rentals can be limited to one per day. Park Pavilions can be rented two times per day. Swimming Pools, Neal Recreation Center, and the Bryan Tennis Center can be reserved for multiple daily rentals. All rentals are depending upon availability.
4. Reservations can be set up to one year in advance from the current calendar date of the rental request.
5. There will be a 10% fee (of amount paid) or \$10.00 charge, whichever is higher, for any cancellations or rescheduling. Exceptions to this can be made at the discretion of the Director of Parks and Recreation or his/her designee for special circumstances.
6. Refunds may be given by the Director of Parks and Recreation or his/her designee under certain circumstances. Such circumstances include but are not limited to:
 - A. Enrollment does not reach the required minimum capacity.
 - B. Conditions of a facility or program which are confirmed by Parks and Recreation staff.

NOTE: Weather conditions, changes in schedule, or cancellations will not warrant a refund. Rescheduling to an available date may be offered by the Parks and Recreation staff.

7. The Bryan Independent School District fees are set under a separate Joint Use Agreement.
8. Pavilion, amphitheater and Palace Theatre reservations where (100) or more people are expected will require one licensed peace officer per (100) people (must be State of Texas licensed peace officer), and one portable toilet per 150 people in attendance. If park restrooms are available, this

will count towards the first 200 persons. These items are to be provided by the individual or group reserving the facility. Written confirmation that the necessary licensed peace officers and toilets have been obtained must be shown to the Parks and Recreation Department at least five days in advance of the rental date.

9. Neal Recreation Center Room reservations where (100) or more people are expected will require one licensed peace officer per (100) people (must be State of Texas licensed peace officer). Written confirmation must be shown that the necessary licensed peace officer(s) have been obtained to the Neal Recreation Center Supervisor or his/her designee at least five days in advance of the rental date. Withholding confirmation will be cause for cancellation of the reservation and the renter will have verbal and written notification within 72 hours of the cancellation.
10. Fields rented on per day (event) basis will be charged the full amount. There will not be any prorating of fees for partial day use.
11. The multiple entry pass entitles the pass holder to 10 or 25 admissions at designated facilities. The pass will be numbered 1 - 10 or 1 - 25 and will be punched once each visit per person. Pass is transferable and there is no time limitation.
12. Non-swimming adults who are wearing street clothes and want to observe their children at any time at the aquatic facilities will not have to pay a pool entrance fee.
13. Non-COB special event is described as any private and/or public use of park grounds and/or facilities for an event which is of limited duration and likely to attract 100 or more visitors. The event is being held for a specific purpose which is allowed by the city, per City Ordinance Section 86-53.
14. Non-COB special event rental of any kind does not entitle the user the exclusive use of the entire park. Specific areas may remain available to the general public, as determined by the Director of Parks and Recreation or his/her designee. A Special Event permit must be completed and all relative documentation must be submitted for approval by the Director of Parks and Recreation or his/her designee prior to payment of the above fees.
15. A 30 day minimum advance request is required for all events, and will be reviewed on a first-come first-serve basis.

The City Manager or his/her designee can negotiate fees/charges for tournaments, major events, long term, or multiple use of any facility at a reduced rate. The City Manager or his/her designee can waive fees required herein if the applicant is a non-profit corporation engaging in public purpose activities.

SECTION III.

That Resolution No. 3473 adopted February 12, 2013, is hereby repealed.

SECTION IV.

That this resolution shall be effective immediately upon adoption.

APPROVED AND ADOPTED by the City Council of the City of Bryan on this 22nd day of April, 2014.

ATTEST:

CITY OF BRYAN

Mary Lynne Stratta, City Secretary

Jason P. Bienski, Mayor

APPROVED AS TO FORM:

Janis K. Hampton, City Attorney