



CITY OF LODI

COUNCIL COMMUNICATION

AGENDA TITLE: Latitude of Parks and Recreation Commission to Set Fees and Charges
MEETING DATE: June 5, 1996
PREPARED BY: Parks and Recreation Director

RECOMMENDED ACTION: Information only (inquiry by Council Member Seiglock on process of setting fees and charges for field facility rentals.)

BACKGROUND INFORMATION: The 1995-97 Financial Plan and Budget adopted by City Council addresses the latitude of staff and the Parks and Recreation Commission in developing fees and charges to recover 30% of recreational program costs.

The budget document directions addresses cost recovery goals; percentages; levels of recovery for adult and youth programs; differential rates for non-residents; and general guidelines (see exhibit A - Recreation and Community Center Fees.) As staff, we understood the guidelines and that we would take recommended fees/charges through the commission process for review and approval. This would then set in place our fees and charges structure. Discussions with administrative staff supported this interpretation.

We have followed these guidelines to the letter. In the fall of 1995, we took to the Parks and Recreation Commission fees and charges that related to hardball facility rentals (Zupo and Kofu parks.) We notified frequent users of the facilities. The Commission met on the issue three times. The only groups that made a regular appearance were an adult baseball league from Stockton and Mr. Riney Bender, manager of the American Legion team.

After reviewing the cost of field usage (i.e., David M. Griffith recommendation) the Commission voted to adopt a schedule that charges group I (local youth teams) 25%; group II (local adult teams) 50%; group III (out of town youth/adult teams) 75%; and group IV (professional/other) 100% of the estimated cost (see exhibit B - minutes of the November 7, 1995 Parks and Recreation Commission meeting and exhibit C - 1996 Baseball Facility Rental Information and Fees.) Commission also voted to include an annual cost of living increase based on the CPI index.

The fees and charges were put in place and teams that would be using the facilities in 1996 were notified of the new rates. I indicate this because Mr. Bender (American Legion team manager) had been notified of our meetings, attended one, and then was informed of our schedule for 1996.

Mr. Bender asked to be placed on the agenda for the May 7, 1996 Parks and Recreation Commission to request a reduction in rental fees for his 1996 Legion program. The Commission listened to Mr. Bender's request. They voted 5-0 to maintain the current fee schedule.

APPROVED: _____


H. DIXON FLYNN
City Manager



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Latitude of Parks and Recreation Commission to Set Fees and Charges

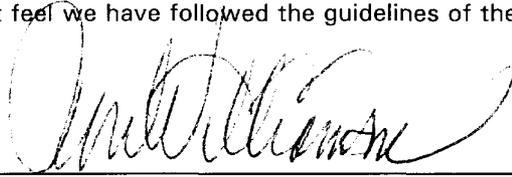
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It appears that Mr. Bender then contacted Council Member Seiglock regarding loss of teams and loss of a major tournament due to our new fee schedule. To the best of our knowledge, our requests and contracted uses of fields are as high as ever and we have no knowledge of losing a tournament. Mr. Bender is always granted first opportunity for game dates. His annual Fourth of July Tournament will be played again in 1996. We reserve dates for possible playoffs for the Legion team as he requests.

It is possibly a concern of Council Member Seiglock's as to the process of developing fees and charges and the approval by City Council or the lack thereof that he has requested this information this evening. We are open to your direction but feel we have followed the guidelines of the budget document.

FUNDING: None.

A handwritten signature in cursive script, appearing to read "Ron Williamson", written over a horizontal line.

Ron Williamson, Director Parks and Recreation

RW/sb

1995-97 FINANCIAL PLAN AND BUDGET

BUDGET POLICIES

- B. To emphasize and facilitate long-range planning, the City will project operating revenues succeeding five years.
- C. The City will make all current expenditures with current revenues, avoiding proceeding current budgets by accruing future revenues, rolling over short term debt or borrowing fund to another.

RECREATION AND COMMUNITY CENTER FEES

A. Recreation service cost recovery goals are addressed as an integral component of the City's comprehensive user fee study provided by David M. Griffith and Associates. It is the City's goal that 30% of the total cost of the City's recreation and community center programs should be recovered through fees and charges for recreation activities and the use of City facilities and equipment. In achieving this overall cost recovery goal, the following guidelines will be used:

- 1. Cost recovery for activities directed to adults should be relatively high.
- 2. Cost recovery for activities for youth should be relatively low.

Although ability to pay may not be a concern for all youth and senior participants, these are desired program activities, and the cost of determining need may be greater than the cost of providing a uniform service fee structure to all participants. Further, there is a community wide benefit to encourage high-levels of participation in youth recreation activities regardless of financial status.

- 3. For cost recovery activities of less than 100%, there should be a differential in rates between residents and non-residents.
 - 4. These policy guidelines are sufficient in themselves in providing direction for setting the recreation and community center fees. Although these targets may be internally useful in administering recreation fees, the City's management should have as much flexibility as possible in setting specific activity fees as long as they meet the objectives and criteria provided above. However, the Recreation Department and Hutchins Street Square will prepare and submit a summary of internal cost recovery targets to the City Manager for various activity categories at least annually.
- B. Charges will be assessed for use of rooms, pools, gymnasiums, ball fields, special use areas, and recreation equipment for activities not sponsored or co-sponsored by the City. Such charges will generally conform to the fee support categories listed above.
 - C. The Recreation Department and Hutchins Street Square may waive fees with the approval of the City Manager when it is determined that an undue hardship exists or when in the best interests of the City.

B. Baseball Diamond Rental Fee Schedule for 1995-96

Tony Cabral, 25692 N. Cherokee Lane, Acampo, spoke against any increase in diamond rental fees.

Motion by Commissioner Land to eliminate different fees for tournaments, eliminate doubleheader fees, and charge the following percentage of total cost: group I - 25%; group II - 50%; group III - 75%; group IV - 100%. Motion died for lack of a second.

Motion by Commissioner Land, second by Commissioner Melby to charge the following percentage of actual cost for diamond rentals: group I - 25%; group II - 50%; group III - 75%; group IV - 100%; and further, to eliminate the tournament fee and charge a tournament the actual cost percentage as to the group classification schedule.

Motion by Commissioner Wall, second by Commissioner Melby to amend the above motion to add a cost-of-living increase (CPI) to the fees yearly.

Ayes: Commissioners Land, Melby, Wall

Noes: Commissioner Johnson

Motion carried 3-1

V. Regular Agenda - Other Reports and/or Updates

A. Skate Park Facility Presentation

Verbal and video presentation by Josh Korbin and Michael McIntyre both residing at 615 W. Locust Street, Lodi.

A Skate Park Task Force Committee has been formed. The goal of the committee is to provide young people in the Lodi area a safe and accessible skate boarding and inline skating facility. They came before the Commission requesting support of a three-month indoor facility pilot project beginning January 1, 1996, and help in finding a free facility. Negotiations have begun for use of the old Boys and Girls Club building on the Lodi Grape Festival grounds at a cost of \$1,000 per month.

Youth Commissioner Jennifer Rios was present and stated that the Youth Commission supports the skate park facility 100%. She does not know why it was removed from the Youth Commission agenda, however, she will request that it be placed back on the agenda.

Supervisor Van Noy indicated that insurance for this activity is still an issue. Commissioner Johnson suggested going to City Council and request council to assume liability for the 90-day pilot period to see if the program is successful.

Motion by Commissioner Johnson, second by Commissioner Wall, to move forward with this project and prepare for City Council.

Ayes: Commissioners Johnson, Land, Melby, Wall

Noes: None

Motion carried 4-0

CITY OF LODI
PARKS AND RECREATION DEPARTMENT

1996 BASEBALL FACILITY RENTAL INFORMATION

FACILITIES

Fields available for rent on an "as is, as available" basis:

Zupo Field at Lawrence Park	lighted
Kofu Park	lighted
Blakely Park East Diamond	no lights

RESERVATIONS

All reservation must be made through the Parks and Recreation Department office. Deposit will be required upon confirmation of field reservations.

CANCELLATIONS

SINGLE DATE

Reservations must be canceled 14 days in advance of each event to be eligible for a full refund. Any event canceled with less than 14 days notice will be subject to an administrative cost to be determined by the Director of Parks and Recreation. Events canceled by inclement weather or other natural causes will not be subject to penalty.

MULTIPLE DATES AND/OR TOURNAMENTS

Cancellation must be made at least 30 days in advance to be eligible for a full refund.

INSURANCE

A certificate of insurance must be on file in the Parks and Recreation Department at least 30 days prior to the scheduled event. The minimum limit of the policy must be \$300,000/500,000 liability and \$50,000 property damage, must list the City of Lodi as additional insured, and must have the hold harmless clause.

DEPOSIT

For regularly scheduled single date uses, the rental fee is due two (2) weeks prior to the event. Multiple scheduled dates will required a \$100.00 deposit when the reservations are confirmed. A \$200.00 deposit is required to reserve any facility for the purpose of hosting a tournament. Waiver of deposit may only be done at the discretion of the director of Parks and Recreation.

CLASSIFICATION OF USERS

Each team/group wishing to lease a facility will be classified in the following manner:

- I. Local youth teams
 - II. Local adult teams
 - III. Out of town youth or adult
 - IV. Professional teams/others
- Local is defined as 51% of team residing in L.U.S.D.
Youth is defined as 18 years and younger.

FEES

GROUP		I	II	III	IV
day practice	\$	20.71	41.41	62.12	82.82
night practice		25.71	51.41	62.12	82.82
day game		34.44	68.80	103.32	137.76
day doubleheader		39.44	78.80	118.32	147.76
night game		41.94	83.88	125.82	167.76
night doubleheader		49.49	98.88	148.32	197.96
tournament		25.50	45.00	67.50	90

ALCOHOLIC BEVERAGES

No alcoholic beverages may be brought on to any sports facility without the written consent of the Director of Parks and Recreation. The sale of alcoholic beverages, or the dispensing of alcoholic beverages on or about any facility premises is strictly prohibited unless permission has been granted in writing by the Director of Parks and Recreation. Teams or players bringing alcoholic beverages into the facility will be disqualified from the event for the duration of the rental.

CONCESSIONS

The City of Lodi, its agents, and/or the Boosters of Boys/Girls Sports operate the concession facilities. No foodstuffs or beverages may be brought on the premises either to be sold or given away unless prior written permission from the Director of Parks and Recreation has been given.

FIELD EQUIPMENT

Use of any of the PA systems or scoreboards will be authorized only in those events that have a department supervisor on duty or authorized individual approved by the Parks and Recreation Department.

SECURITY

Security may be required for any large event. Responsibility for obtaining security will be that of the host organization. Waiver of security will be at the discretion of the Director of Parks and Recreation. Facility Supervisors may be required at an event, at the discretion of the Director of Parks and Recreation.

**LODI PARKS AND RECREATION COMMISSION MEETING MINUTES
CARNEGIE FORUM
Tuesday, May 7, 1996**

I. Roll Call

Present: Commissioners: Bob Johnson, George Kiehn, Elvera Melby, Keith Land, Chairman Ed Wall

Absent: None

Staff Present: Ron Williamson, Director; Dwight Dauber, Parks Superintendent; Susan Bjork, Department Secretary.

II. Minutes of April 2, 1996 (Regular Meeting) and April 4, 1996 (Special Meeting)

Motion by Commissioner Melby, second by Commissioner Johnson to accept minutes of April 2, 1996 (regular meeting) with the following correction: change minutes' date from February 6, 1996 to April 2, 1996.

Ayes: Commissioners Johnson, Kiehn, Melby, Land, Wall

Noes: None

Motion carried 5-0

Motion by Commissioner Kiehn, second by Commissioner Johnson to accept minutes of April 4, 1996 (special meeting) as submitted.

Ayes: Commissioners Johnson, Kiehn, Melby, Land, Wall

Noes: None

Motion carried 5-0

III. Comments by the Public/Commission and Staff on Non-Agenda Items - Additions to Agenda

- A. Del Smith, 2505 W. Turner Road, Lodi (Wine and Roses Inn) came before the Commission with the following concerns: 1) Just became aware that a park is planned in the Bridgetown development adjacent to Wine and Roses Inn; 2) Disappointed the city did not inform him of the development plans for the property and has been unable to give his opinion on the location of the park; 3) Feels the park should be located next to Wine and Roses Inn for economic and compatibility reasons.

Commission informed Mr. Smith that action was taken on the location and park size at a prior meeting. The Commission voted to decrease the park size from seven to five acres and to move it to a centralized location. As this was not an agenda item, no action could be taken, however, it was suggested to Mr. Smith to go before the Planning Commission and request further review of the park's location, should they wish to take the matter up and seek reconsideration.

- B. Commissioner Land commented on the following: 1) attended the Parks and Recreation performance review on April 3; 2) attended the special Parks and Recreation Commission meeting on April 4 to discuss JO softball; 3) attended Earth Day on April 13 at Lodi Lake; 4) encouraged fellow commissioners to join the Friends of Lodi Lake; 5) attended remote control boat races at Lodi Lake on May 4; 6) informed Commission of a golf tournament on June 28 to benefit the Pop Warner Football program.



MEMORANDUM, City of Lodi, Parks and Recreation Department

To: Keith Land, Parks and Recreation Commissioner

From: Michael S. Reese, Recreation Supervisor 333-6800 x450

Date: May 22, 1996

Subject: Riney Bender/American Legion baseball tournament request

Dear Keith:

I wanted to respond to your questions concerning City Council member Jack Sieglock's comments at the May 15 meeting regarding the loss of a tournament by the American Legion baseball club.

I have no knowledge of the Legion team seeking a tournament for Lodi this year, other than their yearly use for the Clossen tournament over the July fourth weekend. Mr. Bender has not approached the Director or me, as the athletic facilities' coordinator.

The Legion team has the first choice in the use of Zupo Field, selecting dates before our department's programs or leagues have their turn to select dates. In effect, whatever this team wants, they receive. In 1995, they played ten league games and ten tournament games. For 1996, they have requested and received fifteen games and ten tournament games.

Their two types of uses are night games and tourney games; their rate, (as adopted by the Commission on December 5, 1992), changed from \$25 to \$41.94 for night games and from \$30 to \$25.50 for tournament games. The Legion rate is just approximately 25% of actual cost, with the cost of preparing the fields and providing lights being \$171.96 for night games and \$90 per game for tournament games. The tournament game expense is less due to the cost being spread out over two or three games each day.

I trust this will answer your questions. Please contact me if you have any additional questions or comments.

cc: Ron Williamson, Director
Parks & Recreation Commission members
City Council members