

MEMORANDUM

To: City of Seguin Mayor and Council
Steve Parker, City Manager

From: Jack Jones, Director of Parks & Recreation

Through: Rick Cortes, Deputy City Manager

Subject: Ordinance on first reading amending the Seguin Code of Ordinances, Appendix C - Fee Schedule, relevant portions of Chapter 74-Parks and Recreation.

Date: November 1, 2022

With Phase 1 work at the Seguin-Saegert Pickleball Complex nearly complete regarding construction of the nine courts, it is anticipated that requests for pickleball court rentals for tournaments are imminent. In keeping in line with our current fee structure for sports complex rentals such as volleyball and tennis, City staff recommends a per day fee of \$350 plus a \$500 refundable deposit for rental of the entire pickleball complex. Similar to the six-court tennis complex at Max Starcke Park West, a \$5 use fee per court, per hour is recommended if staff feels the need to implement online reservations due to high demand and use of the pickleball courts.

The following language will be added in the Ordinance for the pickleball complex similar to the volleyball complex, softball 4-plex, and "Smokey" Joe Williams Field:

- Tournaments, games, and public events are required to provide general liability insurance of at least \$1,000,000.00 (one million dollars) naming the City of Seguin as an additional insured. Police officer(s) may be required to work event at an additional cost.
- Full refund if event is cancelled more than 60 days prior; 50% refund if event is cancelled between 11 and 60 days prior; no refund if event is cancelled 10 or less days prior. At the discretion of the Director of Parks and Recreation or designee, an exception to the cancellation policy can be made for inclement weather.

PARKS & RECREATION

Similar to the six tennis courts at Max Starcke Park West, there will be no reservations required or rental fees charged at this time for individual or small group walkup use of the nine pickleball courts located at 418 W. Mountain St. Similar to the tennis courts, pickleball courts will be available on a first come, first served basis. The City of Seguin will retain the right to implement an online reservation system at any time.

Staff recommends approval of an Ordinance on first reading amending the Seguin Code of Ordinances, Appendix C - Fee Schedule, relevant portions of Chapter 74-Parks and Recreation.