

PART II - CODE OF ORDINANCES
APPENDIX C FEE SCHEDULE

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Description		Amount	Section This Code
Chapter 74. Parks and Recreation, Streets and Other City Facilities			
(a)	Max Starcke Park Golf Course:		74-51
	(1) Memberships:		
	a. Memberships are open to all Seguin residents		
	b. Any non-resident who is a current member may continue membership		
	c. Memberships are annual and run concurrently with the city's fiscal year; October 1 through September 30		
	(2) Membership fees (do not include cart rental or trail fee):		
	a. Seniors (plus per round surcharge)	550.00	
	b. Adults (plus per round surcharge)	650.00	
	c. Member surcharge	5.00	
	d. Golf Team Surcharge	4.00	
	(3) Green fees:		
	Monday through Friday, Adults	24.00	
	Monday through Friday, Senior	20.00	
	Monday through Friday, Junior	12.00	
	Monday through Friday, 9 holes and twilight	16.00	
	Weekend and holidays	27.00	
	Weekend and holidays, Junior	13.50	
	Weekend and holidays, 9 holes	16.00	
	(4) Trail fee (Residents only):		
	Daily	12.00	
	Annual	725.00	
	(5) Prepaid player cards expire 6 months after date of purchase		
	a. Senior player card - 20 rounds	250.00	
	b. Adult player card - 20 rounds	300.00	
	(6) Annual locker fee (valid October 1 through September 30)	75.00	
	(7) Golf cart rental (per rider):		
	a. 18 holes	15.00	
	b. 9 holes	10.00	
	(8) Trained and authorized golf course marshals are provided unlimited golf Monday through Friday with a cart at no charge for services provided.		
	(9) Sign advertising, per hole:		
	a. First hole, new sign, first year	300.00	
	b. First hole, renewal, per year	250.00	
	c. Holes 2—18, per hole, new sign, first year	200.00	
	d. Holes 2—18, per hole, renewal, per year	150.00	

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(b)	Rental of Patricia K. Irvine-King Pavilion with stage and the Pecan Bottom area:			
	Use fee:			
	a.	Large pavilion with stage per hour	50.00	
	b.	Pecan Bottom area and large pavilion with stage		
		Deposit	500.00	
		Day 1	350.00	
		Day 2	250.00	
		Day 3, and beyond	200.00	
		For public events, renters of the Pecan Bottom or the Patricia K. Irvine-King Pavilion with stage are required to provide event general liability insurance and/or liquor 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.		
(c)	Rental of Wave Pool parking area per day:			
		Deposit	500.00	
		Day 1	350.00	
		Day 2	250.00	
		Day 3, and beyond	200.00	
		For public events, renters of the Wave Pool parking area are required to provide event general liability insurance and/or liquor 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.		
(d)	Max Starcke Park rental fees:			
	Starcke Bowl use fee per hour		30.00	
		Deposit		None
(e)	Covered pavilion, small (P-1 through P-25):			
	Use fee per hour		10.00	
		Deposit		None
(f)	Deposit for rental or closure of downtown streets:			
		Single day	100.00	
		Deposit for multi-day events	500.00	
(g)	Walnut Springs Park Rental Fee per day/event		75.00	
		Deposit, single day event	100.00	
		Deposit, multiday event (includes set-up)	500.00	
(h)	Amphitheater Rental Fee per day/event		75.00	
(i)	Covered pavilion, medium (M-1 through M-5)			
		Per hour	15.00	
		Deposit		None
(j)	Sebastopol House Historic Site			
		Grounds rental per day	275.00	
		After hours staffing per person per hour (if required)	25.00	
		Deposit	500.00	

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		For public events, renters of the grounds are required to provide event general liability and/or liquor 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.		
(k)		Downtown Historic District/Central Park including bandstand and electricity on bandstand, per day	75.00	
		Deposit, single day event	100.00	
		Deposit, multiday event (includes set-up)	500.00	
(l)		Electric roll-offs/panels for events, if available:		
		First roll-off/panel per day/event	75.00	
		Each additional roll-off/panel per day/event	35.00	
		After hour's electric fee (per hour)	140.00	
		Portable security light	25.00	
		Deposit for light	100.00	
(m)		Alcoholic beverage permit. Application for a permit to use alcoholic beverages shall be completed and submitted to the Parks and Recreation Department prior to the scheduled activity for designated areas only. Fees for said permits shall be:		
	(1)	Per event, per day	20.00	
	(2)	Adult athletic league teams may obtain one permit for length of one scheduled season.		
(n)		Sale of goods or services permit. Applications for a permit to sell goods or services on city property shall be completed and submitted to the Parks and Recreation Department prior to the scheduled activity. Fees for said permits shall be:		
	(1)	Per day/event	30.00	
(o)		Amusement permit. Applications for a permit to bring amusements to a city park such as bounce house, petting zoo, climbing wall, trackless trains, etc., shall be completed and submitted to the Parks and Recreation Department prior to the scheduled activity. Fees for permits shall be:		
	(1)	Per day/event	20.00	
	(2)	Amusements brought onto a city park, or other city property, require general liability insurance and/or carnival insurance of at least \$1,000,000.00 (one million dollars) naming the City of Seguin as an additional insured.		
(p)		Picnic tables, and rectangular folding tables (if available):		
	(1)	Per table, per event (portable)	10.00	
(q)		Bleacher rental, per bleacher, per day/event	25.00	
		Deposit	None	
(r)		Volleyball complex:		
	(1)	Complex use fee (18 courts), per day	350.00	
		Deposit	500.00	
		Tournaments, games, and public events are required to provide general liability insurance of at least \$1,000,000.00 (one million		

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		dollars) naming the City of Seguin as an additional insured. Police officer(s) may be required to work event at an additional cost.		
(s)	Tennis complex:			
	(1)	Use fee, per court, per hour	5.00	
	(2)	Complex use fee for schools (6 courts), per day	90.00	
		Deposit		None
(t)	Softball 4-plex complex:			
	(1)	Use fee, per field with lights, per day	150.00	
	(2)	Use fee, per field with lights, per hour (<u>practice only</u>)	20.00	
		Deposit		None
	(3)	Complex use fee (4 fields) with lights, and/or the parking lot, per day	500.00	
		Deposit	500.00	
		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.		
(u)	Smokey Joe Williams Baseball Field rental fees:			
	(1)	Smokey Joe Williams Baseball Field use fee, per game with lights, includes maintenance	150.00	
		Deposit	250.00	
		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.		
(v)	Little League fees:			
	(1)	Use fee per field, with lights, per day	100.00	
		Use fee, per field with lights, per hour	20.00	
		Deposit	500.00	
		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.		
(w)	Wave pool:			
	(1)	Ages 0—3		Free
	(2)	Ages 4—11	5.00	

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	(3)	Ages 12—59	6.00	
	(4)	Ages 60 and over	5.00	
		Admission charges after 4:00 p.m. discounted 50%		
	(5)	Swimming lessons, per session per child	55.00	
(x)	Group discounts:			
	(1)	10 or more patrons	50% off	
	(2)	Local private parties, up to 600 people, per 3-hour minimum.	525.00 <u>600.00</u>	
		Deposit	<u>100.00</u>	
		Each additional hour	150.00	
		"Local" is defined as either reserved by an entity owned and operated, with more than 70% of operations being hosted in Seguin, Texas + or - fifteen (15) miles from City limits or rented by an individual whose main homestead is located in Seguin, Texas + or - fifteen (15) miles from City limits. Additionally, the City reserves the right to deny a request for rental space if the City finds evidence that the practices of the organization or business are not in the best interest of the City.		
(y)	Season passes:			
	(1)	Family season pass	125.00	
		a. Individual	50.00	
		b. Family (up to six immediate family members in household)	125.00	
		Each additional family member	20.00	
(z)	Summer Day Camp program, per week, per child		110.00	
		a. Non-refundable registration fee per child	25.00	
		b. Late payment fee, per week	10.00	
		c. Special one-day camps	20.00	
		c. <u>Cancellation fee, per week, per child</u>	<u>10.00</u>	
(aa)	After school program, per week, per child		40.00	
		a. Non-refundable registration fee per child	25.00	
		b. Late payment fee, per week	10.00	
(bb)	Adult softball league program, per team, per league		375.00	
(cc)	Special event permit. Applications for a permit to use public streets and/or rights-of-way for such things as races, walks, parades, assemblies, etc., shall be completed and submitted to the Parks and Recreation Department prior to the scheduled activity. Fees for said permits shall be:			
	(1)	Per day/event	50.00	
	(2)	For public special events, event organizers are required to provide general liability and/or liquor 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.		
(dd)	Street closure and/or barricades or cones (if available); per day/event:			
	(1)	1—10 barricades/cones	50.00	
	(2)	11—20 barricades/cones	100.00	
	(3)	21—30 barricades/cones	150.00	
	(4)	31—45 barricades/cones	200.00	

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	(5)	46—60 barricades/cones	250.00	
	(6)	61 and more barricades/cones	300.00	
(ee)	Portable/temporary trashcans:			
		1 to 5 trash cans	25.00	
		6 to 10 trash cans	50.00	
		11 to 15 trash cans	75.00	
		16 to 20 trash cans	100.00	
		Deposit	50.00	
		Rental includes the cans and one liner with parks delivery of empty cans and removal of cans with trash inside after event. If the sponsoring organization does not remove any excess trash, leaves overflowing cans, or a can goes missing, the deposit will be withheld.		
(ff)	Rental of Coliseum in its entirety and/or the Coliseum parking lot (defined as an area east of a north/south line from Building A-Dance Pavilion to South Austin Street) including the initial setup and breakdown of requested tables and chairs per the customer submitted floor plan. All rental fees are for up to a 12-hour continuous rental that includes customer and/or vendor setup, the actual event, and cleanup/breakdown during the 12-hour continuous rental window. Additional hours needed for the facility rental are \$100.00 per hour. Coliseum rental hours available are from 7:00 a.m.—12:00 midnight (event must end by 12:00 midnight) with cleanup allowed until 1:00 a.m. City staff will count the number of total guests entering the building for the rental. If the guest count exceeds the number of guests written in the contract AND falls into a higher rental rate, the customer will be informed on the day of the event and charged the appropriate rental rate as written in the terms and conditions of the signed contract:			
	(1)	Sunday (under 200 total guests in attendance)	500.00 <u>1,000.00</u>	
		Sunday (201—600 total guests in attendance)	800.00	
		Sunday (over 601 total guests in attendance)	1,100.00	
	(2)	Monday (under 200 total guests in attendance)	300.00 <u>500.00</u>	
		Monday (201—600 total guests in attendance)	450.00	
		Monday (over 601 total guests in attendance)	600.00	
	(3)	Tuesday (under 200 total guests in attendance)	300.00 <u>500.00</u>	
		Tuesday (201—600 total guests in attendance)	450.00	
		Tuesday (over 601 total guests in attendance)	600.00	
	(4)	Wednesday (under 200 total guests in attendance)	300.00 <u>500.00</u>	
		Wednesday (201—600 total guests in attendance)	450.00	
		Wednesday (over 601 total guests in attendance)	600.00	
	(5)	Thursday (under 200 total guests in attendance)	400.00 <u>500.00</u>	
		Thursday (201—600 total guests in attendance)	600.00	
		Thursday (over 601 total guests in attendance)	800.00	
	(6)	Friday (under 200 total guests in attendance)	600.00 <u>1,000.00</u>	
		Friday (201—600 total guests in attendance)	1,100.00	
		Friday (over 601 total guests in attendance)	1,600.00	

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	(7)	Saturday (under 200 total guests in attendance)	800.00 1,500.00	
		Saturday (201—600 total guests in attendance)	1,300.00	
		Saturday (over 601 total guests in attendance)	1,800.00	
	(8)	At the time a reservation is made the following deposit must be made:	500.00	
		Events anticipating under 200 total guests	400.00	
		Events anticipating 201—600 total guests	700.00	
		Events anticipating 601 or more total guests	1,000.00	
Individual room rates shall be as follows:				
		Weekdays 8:00 to 5:00 p.m., Monday through Thursday, per room	100.00	
		Evening rates 5:00 to 10:00 p.m., Monday through Thursday, per room	100.00	
		Civic Luncheon per date for up to 2 hours during the noon timeframe (10:30 a.m. to 3:00 p.m.)	100.00	
		More than 2 hours	125.00	
		Gazebo	100.00	
Hourly rental of the Coliseum for event move-in/move-out, only if available:				
		During regular business hours, 8:00 a.m. to 5:00 p.m., Monday through Friday, per hour	50.00	
		Outside regular business hours, per hour	100.00	
Fees for Coliseum equipment rental and other services:				
	(1)	Installing and servicing electrical rollouts for outdoor events on Coliseum grounds, if available:		
		First roll off/panel per day/event	75.00	
		Each additional roll off/panel per day/event	35.00	
		Use of plugs in electric poles each/day	25.00	
		After hours electric fee (per hour)	140.00	
	(2)	Tables or picnic tables, per table per event	10.00	
Other Coliseum fees:				
	(1)	Event cancellation fees are charged according to the number of days prior to the event that the cancellation occurs:		
		181 days or more, percentage of rental fee	10.00	
		91—180 days, percentage of rental fee	25.00	
		0—90 days, percentage of rental fee	100.00	
	(2)	A late floor plan fee and/or a change in floor plan fee is charged according to the number of days prior to the event that the floor plan is submitted:		
		2—13 days	75.00	
		1 day or less	100.00	
		Any changes to the floor plan after set up	50.00	
	(3)	Additional set up on day of the rental (one table and/or up to 10 chairs), each	25.00	
	(4)	Public address system rental, per day	50.00	
	(5)	Relocate stage from existing location to the Cypress Room, per event	50.00	

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	(6)	Relocate stage from existing location from the Coliseum entirely, per event	100.00	
	(7)	Use of Scissor lift per half hour	50.00	
	(8)	<u>Video address system rental, per day</u>	<u>100.00</u>	
(gg)	Contractual participation fees for league play:			
	(1)	Youth league participation fee	7.00	
	(2)	Adult league resident participation fee	8.00	
	(3)	Adult league non-resident participation fee	9.00	
(hh)	Park West Athletic Fields:			
	(1)	Use fee, per field, per day	100.00	
	(2)	Use fee, per field, per hour	30.00	
	(3)	Complex use fee (3 fields), per day	350.00	
		Deposit	500.00	
	Tournaments, games, leagues, select organizations/clubs, 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.			
(ii)	Seguin-Saegert Pickleball Complex			
	(1)	Complex use fee (9 courts) per day	\$350.00	
		Refundable deposit	\$500.00	
	Full refund if event is cancelled 60 days prior; 50% if canceled 11 days to 60 days prior; no refund if less than 10 days			
	Tournaments and games follow same insurance and police rules as volleyball complex found above in (r)(1)			
	(2)	Use fee per court per hour if reservation system is implemented	\$5.00	
(jj)	Large group picnic pavilions (L-1 through L-5)			
		Use per hour	30.00	
		Deposit	None	
(kk)	Seguin Events Complex Facility Rental Rates:			
	(1)	Rodeo arena rental: Weekday (Monday through Thursday and includes initial arena dirt preparation and warmup area), per day with 10 stalls included	250.00	
	(2)	Rodeo arena rental per day: Weekend (Friday through Sunday, and includes initial arena dirt preparation and warmup area), per day with 20 stalls included	400.00 <u>500.00</u>	
	(3)	Rodeo arena (Friday evening, in addition to full weekend rental, 5:00 p.m. to 2:00 a.m.), with 20 stalls included	250.00	
	(4)	Rodeo arena and practice area riding fee:		
		Rodeo arena, per horse for three hours with no lights	15.00	
		Practice arena, per horse for three hours with no lights	10.00	
	(5)	Stall rental, per stall	15.00	
	(6)	RV hookups, per day	25.00	
	(7)	Stall office rental, per day	25.00	
	(8)	Panel rental/setup, per panel/event	5.00	

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	(9)	Dirt preparation during rental, per hour with a two hour minimum (hours must be continuous)	35.00	
	(10)	Nelda Street closure (with sand on roadway), per event (requires City Council approval)	275.00	
	(11)	Nelda Street closure, per event (requires City Council approval)	50.00	
	(12)	Vendor space rental (includes 110 hookup), per day (midday)	25.00	
	(13)	Rodeo arena ticket booth rental, per day	100.00	
	(14)	Livestock barn rental, per day	250.00	
	(15)	Swine barn rental, per day	250.00	
	(16)	Dance slab and half of Women's Building, per day	500.00	
	(17)	Midway Hall rental, per day	250.00	
		Partial day rental, per hour	50.00	
	(18)	Removal of shavings from stalls, per stall	5.00	
	(19)	Removal of shavings/hay/bedding from the cattle barn and the swine barn, per event	300.00	
	(20)	Concession stands rental:		
		Rodeo arena concession stand	150.00	
		Stand alone concessions, per stand, per day	30.00	
		Stand alone concessions, per day for all 7 stands	100.00	
	(21)	Strip-n-shoot rental/setup, per event	15.00	
	(22)	Security deposit, depending on facilities rented	250.00 to 2,500.00	
	(23)	Key deposit	25.00	
	(24)	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.		
(II)		Film Permit Fee	25.00	
(mm)		Overnight use of city property by trail rides	100.00	
<p>(Ord. No. 93-3, 9-21-93; Ord. No. 94-1, 1-4-94; Ord. No. 94-16, 3-15-94; Ord. No. 94-47, 11-15-94; Ord. No. 95-29, 7-18-95; Ord. No. 95-30, 7-18-95; Ord. No. 95-35, 9-19-95; Ord. No. 96-67, 9-17-96; Ord. No. 96-75, 10-15-96; Ord. No. 97-16, 4-15-97; Ord. No. 98-82, 10-6-98; Ord. No. 00-93, 11-21-00; Ord. No. 01-23, 5-15-01; Ord. No. 02-17, 3-26-02; Ord. No. 02-58, 8-20-02; Ord. No. 02-59, 8-20-02; Ord. No. 02-77, 10-15-02; Ord. No. 04-11, 3-16-04; Ord. No. 05-11, 3-29-05; Ord. No. 05-19, 5-3-05; Ord. No. 05-67, § 1, 12-20-05; Ord. No. 06-47, § 1, 7-5-06; Ord. No. 06-48, § 1, 7-5-06; Ord. No. 06-69, § 1, 10-17-06; Ord. No. 07-57, 7-17-07;</p> <p>Ord. No. 08-41, § 1, 8-19-08; Ord. No. 08-42, § 1, 8-19-08; Ord. No. 10-61, § 1, 8-31-10; Ord. No. 2011-17, § 1, 5-3-11; Ord. No. 2013-41, § 7, 8-26-13; Ord. No. 2014-30, § 1, 7-15-14; Ord. No. 2014-36, § 1, 8-5-14 ; Ord. No. 2014-42, § 1, 8-19-14 ; Ord. No. 2015-56, § 6, 8-18-15 ; Ord. No. 2015-84, § 1, 11-3-15 ; Ord. No. 2015-91, § 1, 11-17-15 ; Ord. No. 2016-54, § 5, 8-30-16 ; Ord. No. 2016-69, § 1, 10-18-16 ; Ord. No. 2017-37, § 8, 8-1-17; Ord. No. 2018-044, § 2, 8-7-18; Ord. No. 2018-077, § 1, 11-20-18; Ord. No. 2018-077, § 1, 11-20-18; Ord. No. 2019-046, §§ 3—6, 8-13-19; Ord. No. 2021-005, § 2, 1-19-21; Ord. No. 2021-047, §§ 4—6, 8-17-21; Ord. No. 2022-014, § 1, 1-18-22; Ord. No. 2022-021, § 1, 3-15-22; Ord. No. 2022-037, § 1, 4-19-22; Ord. No. 2022-066, § 3—5, 8-16-22; Ord. No. 2022-094, § 1, 11-15-22; Ord. No. 2023-046, §§ 1, 2, 8-1-23)</p>				