

MEMORANDUM

To: City of Seguin Mayor and Council

From: Jack Jones, Director of Parks & Recreation

Through: Rick Cortes, Assistant City Manager

Subject: Proposed Parks and Recreation Department Fee Changes for the 2017/2018 fiscal year.

Date: July 18, 2017

With the 2017/2018 fiscal year budget process underway, staff is reviewing possible fee increases for Parks and Seguin Events Complex facility rentals and miscellaneous items associated with each due to the increased costs of overall maintenance, staffing, etc. over the years. Park fees such as pavilion and ball field rentals have not been increased in over 10 years.

Regarding the Seguin Events Complex rental fees, staff looked at different pricing structures to increase overall bookings at the Coliseum by attracting smaller group functions, but charging more for larger group functions that take more staff time to setup and breakdown. The goal is to better compete with the smaller area venues and to recoup staff costs for larger group functions thereby increasing overall Coliseum revenue. In addition, staff has put a time limit on the Coliseum rental in the base price (no more than 12-hours) to reduce overall staff cost. If needed, customers can purchase more time to add to their facility rental for more than 12-hours.

In reviewing Parks and Recreation Department fees for 2017/2018 fiscal year, staff has identified the need to amend the fee schedule as part of the budget process. Proposed changes to Chapter 74-Parks and Recreation, Streets and Other City Facilities is attached for your review.

Staff recommends approval of the proposed fee schedule changes to Chapter 74-Parks and Recreation, Streets and Other City Facilities Parks for the 2017/2018 fiscal year as presented in the attached spreadsheets and Ordinance.