

Parks and Recreation Advisory Board Minutes Regular Meeting – August 2, 2012

Item 1: Meeting Called to Order by Tawny Espinoza at 12:05 p.m.

Meeting Location: Lincoln Park Tower – Hospitality Suite

Roll Call

Board Members Present: David McIlnay
Dr. Scott McBrayer
Bart Dickson
Kristy Emerson
Marc Litzen
Tawny Espinoza
Jim Doody (Ex-Officio)

Board Members Absent: Scott Coleman

Parks & Recreation Staff Present: Rob Schoeber, Director
Tressa Fisher, Administrative Specialist
Traci Wieland, Recreation Superintendent

Item 2: Approval of Minutes

Dave McIlnay moved to approve the July 12, 2012 Parks and Recreation Advisory Board minutes. Dr. Scott McBrayer seconded. The minutes were approved unanimously.

Motion adopted by the Parks and Recreation Advisory Board: Yes 5 No 0

Item 3: Fees and Charges - Stadium

Rob Schoeber reported staff has recently held numerous meetings with the stadium partner users and have been asked by the partners to revise the existing fee structure (See attached). The current fees are based on gate counts of \$1.25 per person, or a minimum fee, plus lights, etc. One of the biggest challenges of the existing fee system is in obtaining accurate gate counts. In effort to come up with a different fee structure, staff recently researched all past charges and calculated the average for each partner during their past three years of use. Based on these numbers and preliminary discussions with School District 51 and CMU, staff will be proposing a flat annual fee, eliminating the need for gate counts (See attached “proposed” fee structure). The new fee will be “all inclusive”, combining the game fee, lights, and etc. all in one lump sum. The only exception is the hospitality suite fee, which will continue to be an additional charge. The partners will continue to be allowed to rent the hospitality suite for the partner rate, then turn around and rent it out to someone else for a considerable profit. The flat rate will be reviewed on an annual basis, and will be modified to include any additional usage, such as higher usage due to a new sport, additional tournaments, etc. Rob Schoeber stated staff hopes to develop a base fee that each organization is happy with, and said the City would also be willing to offer a small discount to the partners who allow the City to keep “all” of the concession operations during their events. Mr. Schoeber stated the concession operations have truly been a “hodgepodge” over the past few years and the City would like to see the operations come back to the facility owner for the sake of simplicity. While CMU and the School District are in favor of the “concept”

for the new fee structure, CMU currently has not agreed to the concessions arrangement, as they have expressed a desire to run concessions themselves using volunteers in hopes of generating a profit. Rob Schoeber stated, according to Two Rivers Convention Center, the stadium concessions have not generated much revenue during the past several years. Several board members expressed concern as to why the Department isn't raising the rates to attempt to cover some of the additional expenses related to the new facility, suggesting some type of "up charge" should be implemented.

Bart Dickson made a motion to approve the new stadium fee structure "concept" of a flat fee which will be reviewed on an annual basis. Dave McIlnay seconded.

Motion adopted by the Parks and Recreation Advisory Board: Yes 6 No 0

Item 4: CIP Update

Rob Schoeber reported on this year's CIP process, in which the City is reviewing the projects for the next three years. Mr. Schoeber discussed the new voting method that was conducted this year, with both department representatives and City Council members casting priority votes. Rob Schoeber distributed a copy of the CIP list and briefly discussed several of the projects. The next step will be to review the projects within the department and to create a proposal for City Council's review. Many of the projects could get reprioritized as Council sees fit, and as always, there is not enough funding to cover all of the City's CIP requests.

Item 5: Project Updates

Traci Wieland requested volunteers to participate in the arboretum tour video; Tawny Espinoza and Kristy Emerson volunteered.

Rob Schoeber reported that all projects are moving full steam ahead, and said the department is currently gearing up for the busy fall sports season. Traci Wieland reported the RFP for the Lincoln Park playground went out yesterday and the proposals will be reviewed at the October PRAB meeting. A future meeting will also include follow-up from the Three Sisters project regarding their community meeting.

Item 6: For the Good of the Community

No additional items were discussed

Item 7: Adjourn

Meeting adjourned at 12:49 p.m.

Respectfully submitted,

Tressa Fisher
Administrative Specialist

STADIUM FEES

USER FEES	Baseball Field	Baseball with admission charge	Average # of events	2nd game of double header (same 2 teams)	JUCO Tournament (per contract)	Lights	Football Field	Football with admission charge	Average # of events	Locker room	Graduation	Hospitality Room	Misc.
JUCO	n/a	n/a	8 days	n/a	\$450/day	\$100/hr	n/a	n/a	n/a	included in fee	n/a	TBD	
School District 51	\$105/game	OR \$1.25 per person gate count (Minimum \$105)	15 games	\$65/game	n/a	\$100/hr	\$175/game	OR \$1.25 per person gate count (Minimum \$175)	23 games	included in fee	\$175	TBD	
CMU	\$105/game	OR \$1.25 per person gate count (Minimum \$105)	21 games	\$65/game	n/a	\$100/hr	\$175/game	OR \$1.25 per person gate count (Minimum \$175)	5 games	included in fee	\$175	TBD	
Other agencies	\$105/game	OR \$1.25 per person gate count (Minimum \$105)	n/a	\$65/game	n/a	\$100/hr	\$175/game	OR \$1.25 per person gate count (Minimum \$175)	4 events	\$200 entire facility, \$100 one side, \$50 Officials area	\$175	TBD	
Rockies	\$500/game	Plus \$1.25 per ticket (day of sales) and \$.50 per pre-sold ticket	38-40 games	\$500/game	n/a	included in fee	n/a	n/a	n/a	included in fee	n/a	included in fee	\$25,000 annual payment

Partner Fee Proposal - School District/CMU/JUCO

- *One flat rate to be paid annually every July
- *Flat rate includes lights, gate charges, and all field rental fees
- *CMU flat rate includes baseball and football at Canyon View and Lincoln Park
- *SD51 flat rate includes baseball, football, track (middle and high school), and graduations at Canyon View and Lincoln Park; flat rate does not include marching band
- *Flat rate does not include the hospitality suite, Lincoln Park Barn, or any other event or location
- *Flat rate will be mutually agreed upon annually as based on previous year's use

CMU Event	2007 Fees	2008 Fees	2009 Fees	2010 Fees	2011 Fees	5 Yr Average Fees
Baseball	14,294	19,427	14,491	5,705	9,513	12,686
Football	13,381	9,980	12,453	8,478	11,585	11,175
Total	27,675	29,407	26,944	14,183	21,098	23,861

SD51 Event	2007 Fees	2008 Fees	2009 Fees	2010 Fees	2011 Fees	5 Yr Average Fees
Baseball	7,740	9,580	7,841	6,504	5,076	7,348
Football	42,735	37,725	31,001	43,293	43,035	39,558
Track	7,643	6,220	5,230	2,815	4,516	5,285
Graduation	700	700	700	700	700	700
Total	58,818	54,225	44,773	53,311	53,328	52,891

JUCO Event	2007 Fees	2008 Fees	2009 Fees	2010 Fees	2011 Fees	5 Yr Average Fees
Baseball	7,275	6300	6,125	6,100	6,800	6,342