



Legislation Text

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TO: Board of Mayor and Aldermen

FROM: Eric Stuckey, City Administrator
Vernon Gerth, Assistant City Administrator - Community and Economic Development
Lisa Clayton, Parks Director
Paige Cruse, Parks and Recreation Superintendent
Suzanne Carter, Parks Recreation Foreman

SUBJECT:

Consideration of Resolution No. 2017-11 A Resolution to Adopt the City of Franklin Parks Department Pavilion Reservation Application Process Form and Authorize the City Administrator to Approve and Adopt Departmental Forms and Applications with or Without Fees and Deposits (2/28/17 WS).

Purpose

The purpose of this memorandum is to provide information to the Franklin Board of Mayor and Aldermen (BOMA) concerning the adoption of the City of Franklin Parks Department pavilion reservation application process form and authorizing the City Administrator to approve and adopt departmental forms and applications with or without Fees and Deposits

Background

Five years have passed since user fees within the parks system were evaluated and were identified in the Parks Master Plan as a strategic goal for the Programming Division. The first of several user fees to be brought before the Board of Mayor Alderman is the pavilion rental updated application, rules and rates. One of the most diverse uses within the parks system are the pavilion rentals. The fees are low enough to encourage the general public and area businesses to rent for birthday parties, family reunions, church gatherings and corporate picnics. However, the fees did not cover pre- and post-rental clean-up and now allows for this on-going maintenance expense.

During the 2/28/17 WS, the suggestion was made to include a damage deposit as part of the fee structure for park users who would like to include piñatas and confetti during their rental. The suggestion has been included in the attached pavilion rental form for Jim Warren Park enclosed pavilion. All other pavilions are open-air pavilions and the Parks Department does not recommend the suggestion apply due to the amount of time it takes to perform post cleaning functions.

Financial Impact

Please see the attachments for specific fees for each pavilion rental. There is a corporate rate as well.

Recommendation

Staff recommends authorizing the City Administrator to approve and adopt the new forms, application and fee rates.