

# F E E R E C O M M E N D A T I O N

**FOR:** Pavilion Rentals Fees Effective 11/1/22 **Cost Center:** P245

## **FINANCIAL OBJECTIVE AND JUSTIFICATION STATEMENT**

Pavilion fees have not been increased since 2018. Fees would have been increased in 2020 but due to COVID-19 we chose to delay increasing the fees. We are requesting this increase based on the fact that cost of goods and services have increased over the last four years.

The financial goal for pavilions is to cover as much of our expenses as possible but still provide an affordable service to the citizens. We are recommending a rental increase for all pavilion rentals effective November 1, 2022.

We are also ready to open the Foster Park #3 Pavilion for rentals. We have set the fees based off the Rockhill Pavilion fee and the Swinney Pavilion fee which are comparable. Foster #3 Pavilion capacity is between these two pavilions. We are asking that you set the rates as listed on the proposed pavilion fee document.

**PROJECTED RESULTS/OUTCOME:** The increase in rental fees rental would generate an additional \$35,000 in revenue annually. Currently \$10 from every rental goes into the non-reverting capital budget. We are requesting this be increased to \$20 per rental. This increase would help to cover the increased costs of products and labor.

**COMPETITION:** Park pavilions are exclusive and unique to parks.

**FINANCIAL DOCUMENTATION:** Current/Proposed fee/s: See attached

**Fort Wayne Parks and Recreation  
PROPOSED Pavilion Fees  
Beginning 11/1/2022**

The Parks and Recreation Department maintains 22 pavilions at various locations throughout the park system. These pavilions may be reserved for your special occasions or events from Mid-April through October (weather dependent). Selected pavilions are also available year around and are listed below.

Reservations are accepted on a first-come, first served basis up to 12 months in advance. Pavilions are available for rental on a daily basis between the hours of 9:00am and 10:50pm. Reservations must be paid for at least two weeks from the date the reservation was made. For more information on pavilion rental please call {260} 427-6000.

Pavilion reservations require a 20% non-refundable payment.

**Summer Pavilions Rates  
(April 15<sup>th</sup> through October 31<sup>st</sup>)  
Summer Pavilions Officially Open for the Season May 1<sup>st</sup>**

| Pavilion       | Location (Park) | Seating | CURRENT Mon-Thur | PROPOSED Mon-Thur | CURRENT F-S-S & Holidays | PROPOSED F-S-S & Holidays |
|----------------|-----------------|---------|------------------|-------------------|--------------------------|---------------------------|
| David Hefner   | Franklin        | 144     | \$148            | \$178             | \$203                    | \$244                     |
| Foster #1      | Foster          | 336     | \$116            | \$128             | \$148                    | \$163                     |
| Foster #2      | Foster          | 128     | \$48             | \$53              | \$61                     | \$67                      |
| Franke #1      | Franke          | 296     | \$176            | \$194             | \$251                    | \$276                     |
| Franke #2      | Franke          | 128     | \$48             | \$53              | \$61                     | \$67                      |
| Franke Pond    | Franke          | 70      | \$120            | \$132             | \$155                    | \$171                     |
| Kettler        | Kettler         | 46      | \$54             | \$59              | \$67                     | \$74                      |
| Lakeside #1    | Lakeside        | 72      | \$80             | \$88              | \$114                    | \$134                     |
| Lakeside #2    | Lakeside        | 80      | \$80             | \$88              | \$114                    | \$134                     |
| Lions          | Lions           | 42      | \$54             | \$59              | \$67                     | \$74                      |
| McCormick      | McCormick       | 104     | \$80             | \$88              | \$114                    | \$125                     |
| McMillen       | McMillen        | 256     | \$137            | \$151             | \$158                    | \$174                     |
| Memorial       | Memorial        | 160     | \$54             | \$59              | \$67                     | \$74                      |
| Psi Ote Lower  | Northside       | 80      | \$120            | \$132             | \$155                    | \$171                     |
| Psi Ote Upper  | Northside       | 96      | \$120            | \$132             | \$155                    | \$171                     |
| Rockhill       | Rockhill        | 32      | \$41             | \$45              | \$46                     | \$51                      |
| Sears          | Indian Village  | 80      | \$120            | \$132             | \$155                    | \$171                     |
| Shoaff Conklin | Shoaff          | 288     | \$158            | \$174             | \$206                    | \$227                     |
| Riverlodge     | Shoaff          | 200     | \$176            | \$204             | \$251                    | \$276                     |
| Swinney        | Swinney         | 80      | \$48             | \$53              | \$61                     | \$67                      |
| Waynedale      | Waynedale       | 42      | \$54             | \$59              | \$67                     | \$74                      |

**Winter Pavilion Rates  
(November 1<sup>st</sup> through April 14<sup>th</sup>)**

| Pavilion      | Location (Park) | Seating | CURRENT Daily | PROPOSED Daily |
|---------------|-----------------|---------|---------------|----------------|
| Franke #1     | Franke          | 296     | \$276         | \$304          |
| Riverlodge    | Shoaff          | 200     | \$276         | \$304          |
| David Hefner  | Franklin Park   | 144     | \$225         | \$270          |
| Franke Pond   | Franke          | 70      | \$174         | \$191          |
| Psi Ote Lower | Northside       | 80      | \$174         | \$191          |
| Psi Ote Upper | Northside       | 96      | \$174         | \$191          |
| Sears         | Indian Village  | 80      | \$174         | \$194          |
| Lakeside #1   | Lakeside        | 72      | \$174         | \$191          |

**NEW PAVILION**

| Pavilion  | Location (Park) | Seating | PROPOSED Mon-Thur | PROPOSED F-S-S & Holidays |
|-----------|-----------------|---------|-------------------|---------------------------|
| Foster #3 | Foster          | 48      | \$50              | \$57                      |

## **CURRENT Pavilion Refund/Transfer Policy:**

(This is part of the Finance/Refunds; Section G; Item 6 Policy that was last approved 8/19/10)

|                           |  |
|---------------------------|--|
| 6 or more months' notice: | Refund less 20% deposit <b>OR</b><br>Transfer* with a \$5 or 10% processing fee (whichever is greater) |
| 3-5 months' notice:       | Refund less 20% deposit and 20% processing fee <b>OR</b><br>Transfer* with a 20% processing fee        |
| 1-2 months' notice:       | <b>NO REFUND</b> /May Transfer* with a processing fee of 30%   |
| Less than 1 month notice  | <b>NO REFUND/NO TRANSFER</b>   |

\*Note: Reservations may be transferred only one time. Transfer must be within 365 days of the date transfer is requested. Transfer processing fee must be paid at time of transfer request. Transfer processing fee is 10%, 20% or 30% of the total pavilion fee.

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## **PROPOSED Pavilion Refund/Transfer Policy: (effective 11/1/22)**

|                                       |   |
|---------------------------------------|---|
| 2 or more months before rental date:  | Refund less 20% <b>OR</b> Transfer one time with no fee.<br>(Additional transfers may be done with a 20% processing fee.) |
| 1-2 months before rental date:        | Refund less 40% or Transfer with 20% processing fee.  |
| Less than 1 month before rental date: | <b>NO REFUND/NO TRANSFER</b>  |

**NOTE: Transfers and cancellations requests require ID. Transfer must be within 365 days of the date transfer is requested. Transfer processing fee must be paid at time of transfer request.**