FEE RECOMMENDATION

10/8/2026

FOR: **Headwaters Park**

COST CENTER: 439- R710
428-R710

FINANCIAL OBJECTIVE AND JUSTIFICATION STATEMENT:

Headwaters Park, located just north of the central city business district, is home to many festivals, concerts, charitable and other special events. The large open-air pavilion is available for public rental and makes a wonderful setting for weddings, receptions, company picnics and family reunions. During the cold weather months, the pavilion houses the popular Headwaters Ice Skating Rink. In the late 1990s, the developing Headwaters Park project became one of the largest public-private partnerships existing in Northern Indiana.

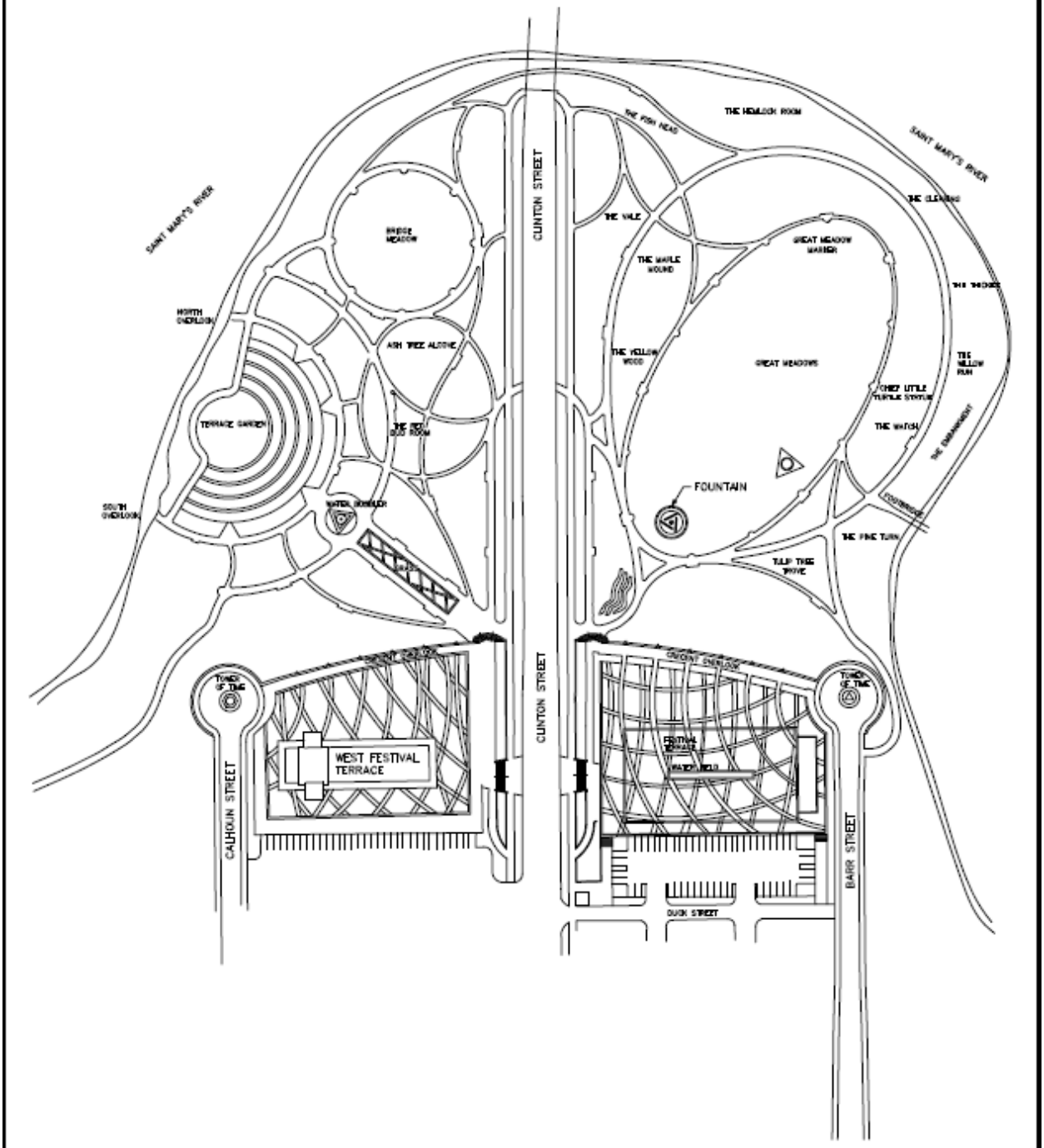
The updated fee recommendation now incorporates charges for standard amenities that festivals and other event renters typically use. This approach ensures that organizers can access the equipment and services they need at a more convenient and cost-effective rate than procuring them from outside vendors.

FEE RECOMMENDATION
See attached Proposed Fee Schedule.

ANTICIPATED REVENUE IMPACTS
We anticipate these rental fee increases at Headwaters will bring an additional $8,000 in revenue for 2027.

ATTACHED:

- Headwaters Park Map
- Proposed Fee Schedule
- Rental Comparison



HEADWATERS PARK

NOT TO SCALE

ACREAGE:
30

DATE OF ACQUISTION:
2000

Headwaters Park Fees			
2026		Effective 2026	Effective 10/8/2026
Rothschild Pavilion Fees		Previous Fees	Proposed New Fees
Community Events, Festivals, Weddings & Private Events		$700/day	$750/day
Lincoln Financial Pavilion Fees		Current Fees	Proposed
Community Events, Festivals, Weddings & Private Events		$2,300/day	$2,500/day
Grassy Areas		Current Fees	Proposed
East Grassy Area		$400/day	$500/day
West Grassy Area		$400/day	$500/day
Ice Rink Fees		Current Fees	Proposed
Admission Ages 2+		$7.00	$7.00
Admission 2 and under		Free	Free
Skate Rental		$4.00	$4.00
Group Rate (25+)		$6.00	$6.00
Skate sharpening (Hockey Skates)		$10.00	$10.00
Skate sharpening (Figure Skates)		$10.00	$10.00
Punch Pass Admission (10 Punches)		$60.00	$60.00
Private Rental Space		$75 per hour	$75 per hour
Ice Rink Rental		$600 per hour w/ Skate rental; $400 no skate rentals	$500 per hour w/ Skate rental; $300 no skate rentals
Misc. Fees		Current Fees	Proposed
Cleaning/Maintenance Repair Fee		$75 per hour	$85 per hour
Daily setup/ tear down Rental Fee		$200/ per day	$250 per day
Late cleanup/leaving (including vendors)		$300/ per day	$350/ per day
Cattle Gate Rentals			$3/Section/Event
Electrical Panel Rental			$40/Panel/Event
Trash Can Cleaning			$15/Can
Primary Wifi Network			$25/Network/Event
Utilities (Water and Power)			Based on Usage
15% of all admission and rental fees will be put in a 428-R710 capital fund to help with future repairs and maintenance.			
Other Fees may be approved with written permission of Deputy Director			

Headwaters Park Ice Rink Concessions

Manager of Riverfront may adjust pricing after total cost with mark-ups between 50-200%. Concession items will be review and priced at the start of the Ice-Skating season no later than

November 1st of each year. They will remain the same throughout the season unless the item increases significantly in cost, in which time the Riverfront Manager will cost out items using the pricing guidelines. Items that do not sell after a minimum of 30 days on display will be reviewed by the Riverfront Manager. The Riverfront Manager may implement a price markdown to move stock before it expires.

Comparable Rental Venues

- Botanical Conservatory
    - Peak Season Rental Rate: $1,645 (Tuesday – Sunday evening event time from 5pm-11pm).
    - Security Fee: $350
    - All rentals include tables, chairs, guest parking, and garden admission.
- Community Center-Ballroom- capacity 200-240
    - $220-$620 per event
    - The Center provides 66" round tables and a limited number of 6 ft. and 8 ft. tables for your use
- History Center- capacity 160-200
    - $1,600 5 p.m. – 11:00 p.m. $1,750 weekend 4:00 p.m.- 11:00 p.m.
    - $200.00 per hour (Monday through Thursday) and $250.00 per hour (Friday through Sunday)
- Grand Wayne-Calhoun Ballroom (Sections A & B)- capacity 150
    - Weekday 5pm-11pm Rental- $600-1000
    - Weekend 4pm-11pm Rental- $600-1000
- Parkview Ice House

  PUBLIC SKATE

    - Monday – Thursday: $8 admission, $3 skate rental
    - Friday, Saturday, Sunday: $8 admission, $3 skate rental
    - Weekday Punch Cards: 10 punches for $70 ($10 savings)
    - Weekend Punch Cards: 10 punches for $70 ($10 savings)

- Howard Park Ice Rink (South Bend)

  PUBLIC SKATE
    - Monday – Thursday: $8 admission, $3 skate rental
    - Friday, Saturday, Sunday: $8 admission, $3 skate rental
    - Weekday Punch Cards: 10 punches for $70 ($10 savings)
    - Weekend Punch Cards: 10 punches for $70 ($10 savings)