

HEBER PUBLIC UTILITY DISTRICT

REPORT TO BOARD OF DIRECTORS

MEETING DATE: April 21, 2016

FROM: Laura Fischer, General Manager

SUBJECT: Adopt Resolution 2016-5 adopting a Fee and Charges Schedule for the Use of District Parks, Buildings and Facilities associated with the Facility Use Policy for the Heber Public Utility District

ISSUE: Shall the Board Adopt Resolution 2016-5 to adopt a Fee Schedule associated with the Facility Use Policy?

General Manager's Recommendation:

Adopt Resolution 2016-5 adopting the Fee and Charges Schedule associated with the Facility Use Policy.

FISCAL IMPACT:

Minimum Increase in Amount Collected for Field Use.

BACKGROUND:

For the past several months the HPUD Board had been reviewing the Facility Use Policy and at the last meeting the Board was presented with the most recent version of the Policy. The Fee Schedule and Charges Policy has been included in the Board items, but staff requested that an analysis of fees and charges be conducted by the Finance Manager to ensure that the true and accurate costs are included.

It is important to recover the cost associated with providing these facilities for our customers, but it the District's desire to balance the cost with affordability of the users. Staff feels that the fee schedule attached to this Resolution accurately recovers the associated costs, yet is affordable for customers.

DISCUSSION:

The Fee and Charges Schedule has not been reviewed by the end users, but it is very similar to our current charges. A copy of our current charges are included for your review along with the Proposed Fee and Charges Schedule.

CONCLUSION:

Adopting Resolution 2016-5 to adopt the Fee and Charges Schedule associated with the Facility Use Policy for the Heber Public utility District is a necessary step to ensure that the District recovers associated costs.

Staff recommends adopting Resolution 2016-5 adopting the Fee and Charges Schedule associated with the Facility Use Policy as presented.

Respectfully Submitted,

Laura Fischer, General Manager

Attachments: Resolution 2016-5 & Fee and Charges Schedule Policy



HEBER PUBLIC UTILITY DISTRICT

FEE AND CHARGES FOR USE OF DISTRICT PARKS, BUILDINGS AND FACILITIES

SUBJECT: FEE AND CHARGES FOR USE OF DISTRICT PARKS,
BUILDINGS AND FACILITIES

POLICY NO: 3756

ADOPTED BY RESOLUTION NUMBER: 2016-5

EFFECTIVE DATE: TO BE DETERMINED

THIS FEE AND CHARGE SCHEDULE SHALL BE IN EFFECT UNTIL AMENDED OR MODIFIED BY A SUBSEQUENT RESOLUTION OF THE HPUD BOARD OF DIRECTORS.

3756. PURPOSE: Our purpose is to support a healthy community by providing high quality parks and recreation services. Our facilities are intended for recreational activities for the enjoyment of the public. Parks and Recreation facilities are available to the public for rent for commercial and non-commercial activities.

HPUD sponsored activities receive first priority for facility use. The HPUD may cancel reserved facilities for HPUD program needs or emergency conditions with reasonable notice to the reserving party.

In order to provide opportunities for priority use, the General Manager may deny multiple reservations for the same individual or group for non-public agency use which are not recreation or education oriented.

TITO HUERTA PARK		
Athletic Fields (1-6) – No Lights	Youth – Non-Profit Leagues	FREE with Permit
	Adult Sports or Leagues	\$10 per hour
	Non-Profit Organizations	FREE with Permit
Baseball Field – With Lights	Youth – Non-Profit Leagues	FREE with Permit
	Adult Sports or Leagues	\$25 per hour
	Non-Profit Organizations	FREE with Permit
Snack Bar – Concession Stands	Youth – Non-Profit Leagues	FREE with Permit
	Adult Leagues	\$15 per hour
	Non- Profit Organizations	FREE with Permit

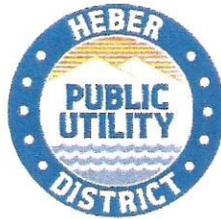
Facility Use Fee Schedule Policy Number 3756

Picnic Area – Cement Slab	Youth – Non-Profit Leagues	FREE with Permit
	Adult Leagues	\$15 per event
	Non- Profit Organizations	FREE with Permit
Restrooms	Youth – Non-Profit Leagues	FREE with Permit
	Adult Leagues or Private Events	\$200 Deposit \$50 per event
	Non-Profit Organizations	\$200 Deposit Refundable

JIGGS JOHNSON PARK		
Athletic Fields (1-2) – No Lights	Youth – Non-Profit Leagues	FREE with Permit
	Adult Sports or Leagues	\$10 per hour
	Non-Profit Organizations	FREE with Permit
Picnic Areas & BBQs	Youth – Non-Profit Leagues	FREE with Permit
	Adult Sports or Leagues	\$15 per hour
	Non-Profit Organizations	FREE with Permit

ESTANCIA PARK		
Athletic Fields (1-2) – No Lights	Youth – Non-Profit Leagues	FREE with Permit
	Adult Sports or Leagues	\$15 per hour
	Non-Profit Organizations	FREE with Permit
Picnic Areas & BBQs	Youth – Non-Profit Leagues	FREE with Permit
	Adult Sports or Leagues	\$15 per hour
	Non-Profit Organizations	FREE with Permit

Heber Public Utility District
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760-353-9951 fax
www.heber.ca.gov



Reservations are on a first come first serve basis. All reservations must be submitted in person.

- Heber Children's Park (Crane Lane & Grand Ave.)
- Margarito "Tito" Huerta Park (Hawk St. & Palm Ave.)
- Snack Bar @ Tito Park (Palm Ave.)
- Tito Huerta Park Soccer Field Area Outskirts (Palm Ave. /W. Hawk St./ N. Cherry Ave.)
- Edward "Jiggs" Johnson Park (Bloomfield Way& Littlefield Way)
- Estancia Park (80 W. Correll Rd.)
- Restrooms (Tito Park next to snack bar)
- OTHER (please specify location)

Type of event: _____

Date of reservation of the Park: Date: _____ Time: _____

A Schedule will be needed if the Park will be used more than once. "Please provide at time of request"

All Park Reservations must list two contact persons: Please show identification for one at least.

Contact 1: Name/Address/Phone: _____

Contact 2: Name/Address/Phone: _____

There will be a **Non-Refundable** \$25.00 fee charged for reserving any of the facilities for any event. The fee is payable at time of the reservation and its non refundable. Restrooms are for a (1) time use and the fee is \$35.00. An additional \$25.00 fee may be assessed if the facility requires additional cleanup; and willful damage to any structures may be assessed for the cost of any cleanup or repair(s).

All applicants must sign this form. By signing this form all applicants acknowledge that they have read and agree to abide by Heber Public Utility District Ordinance 220 (copy provided to all applicants – original on file at HPUD).

Signature: _____
(Applicant signature)

Date: _____

Signature: _____
(HPUD Employee)

Date: _____