

Mayor and Council Communication

DATE: 05/04/21

M&C FILE NUMBER: M&C 21-0320

LOG NAME: 80FY21ROCKWOODRENTALFEES

SUBJECT

(CD 2) Authorize Fee Ranges for Room Reservations at Rockwood Park Golf Course, Certain Fee Modifications, and Formally Designate Certain Personnel to Act on Behalf of the Financial Management Services Department in Collecting Fees

RECOMMENDATION:

It is recommended that the City Council:

1. Adopt the identified fee ranges for the Park & Recreation Department, Golf Division, for room reservations in the Rockwood Park Golf Course clubhouse;
2. Authorize fee modifications to respond to market demands for the Park & Recreation Department for marketing, promotional and educational purposes; and
3. Formally designate the departments and personnel that are routinely tasked with collecting fees to act as agents of the Financial Management Services Department.

DISCUSSION:

The purpose of this Mayor and Council Communication (M&C) is to authorize rental fee ranges that will apply to the rental room in the clubhouse at Rockwood Park Golf Course. A variety of fees apply to City services that range from reserving athletic fields to rental fees for park shelters and community center rooms. In accordance with Fort Worth City code, fees are defined as being in the amount set by City Council.

Approval of this M&C authorizes the fee ranges to be applied for the use of the multipurpose room at the Rockwood Park Golf Course. The proposed fee ranges were determined by completing a local market study of rental fees, which included City of Fort Worth libraries, community centers, Botanic Garden, and other regional golf courses with rental facilities.

The proposed fees were used in crafting revenue projections for the development of the Fiscal Year 2021 budget and include the following fee ranges:

Room Size	Capacity	Day	Recommended Fee Per Hour	Recommended Fee Range Per Hour
Half	60	Sun-Fri	\$75.00	\$75.00 - \$125.00
Half	60	Sat	\$100.00	\$100.00 - \$150.00
Full	150	Sun-Fri	\$125.00	\$125.00 - \$200.00
Full	150	Sat	\$150.00	\$150.00 - \$250.00

The Park & Recreation Department operates facilities and programs (Botanic Garden, Log Cabin Village, Fort Worth Nature Center & Refuge, Golf, Athletics, Aquatics, Community Centers, and park reservations) that all compete with public and private sector facilities for business and periodically need to make adjustments in response to market demands and for promotional and educational purposes. Approval of the second recommendation authorizes the Park & Recreation Director, or their designee, directly or in connection with non-profit support groups, to adjust fees in response to market demands such as seasonal, weather-related, and facility condition-driven factors, customer service resolutions, memberships, advertising opportunities, special marketing promotions, and educational purposes. The maximum fees will continue to be capped at those amounts approved by the City Council.

Finally, approval of this M&C will also officially designate other personnel and departments as acting on behalf of the Financial Management Services Department (FMS) in collecting those fees and issuing licenses, as applicable. The City Charter charges the City's Finance Department "with the administration of the financial affairs of the city, including the keeping and supervision of all accounts . . . [and] the issuance of licenses and the collection of license fees . . .". As the City has grown over the years, responsibilities for issuing licenses and collecting fees became decentralized, with various departments and personnel being assigned as reflected in the City's revenue manual. In connection with the adoption of the Fiscal Year 2016 budget, the City Council approved M&C G-18545 (September 15, 2015), which formally designated the assigned personnel and departments to act on behalf of FMS in collecting fees and issuing licenses, where applicable.

A Form 1295 is not required because: This M&C does not request approval of a contract with a business entity.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that upon approval of the above recommendations, funds will be deposited into the Municipal Golf Fund. The Park and Recreation Department (and Financial Management Services) is responsible for the collection and deposit of funds due to the City.

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