

**CITY OF WATERTOWN, NEW YORK
AGENDA**

This shall serve as notice that an adjourned meeting of the City Council will be held on Monday, April 23, 2012, at 7:00 p.m. in the City Council Chambers, 245 Washington Street, Watertown, New York.

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

ROLL CALL

ADOPTION OF MINUTES

COMMUNICATIONS

PRIVILEGE OF THE FLOOR

OLD BUSINESS

STAFF REPORTS

1. Parks and Recreation Fees

NEW BUSINESS

1. Discussion on 2012-13 Operating Budgets and 2012-13 through 2016-17 Capital Budget

EXECUTIVE SESSION

1. To discuss the employment history of particular individuals.

WORK SESSION

ADJOURNMENT

**NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS MONDAY,
MAY 7, 2012.**

April 20, 2012

To: The Honorable Mayor and City Council
From: Elliott B. Nelson, Assistant to the City Manager
Subject: Parks and Recreation Fees

At its regular meeting on April 16, 2012, City Council approved an ordinance amending the fee schedule for the Department of Parks and Recreation. While this ordinance addressed many fee issues discussed at the April 9, 2012 Work Session, a few more issues have come to light since that time.

The most significant issue yet to be addressed is the fee for chair and table rentals. As Council will recall, last summer the fee for chair and table rental was removed from the fee schedule after concerns were raised by the Disabled Person's Action Organization. At that time, Council instructed staff to remove the fee from the City Code entirely and to include the use of chairs and tables as one of the services provided when an organization rents the facility. Since that time, chairs and tables have been provided without charge for users of the Arena.

However, Parks and Recreation staff has received requests for the use of chairs and tables at the Fairgrounds YMCA and the Jefferson County Agriculture Building. Both of these organizations are independent, but are located on City property at the Fairgrounds. Public events are held regularly at these facilities, and the City has a long history of providing tables and chairs for these functions at the rates previously contained in the City Code. Staff from the Parks and Recreation Department is seeking Council's clarification on how to handle these requests for chair and table rentals.

City Council appears to have three options for this situation:

- 1.) Council may chose to allow Parks and Recreation staff to provide chairs and tables to the Fairgrounds YMCA and the Jefferson County Agriculture Building at the rates previously contained in the City Code. The rates previously contained in the City Code were \$.50 per chair, per day and \$2.50 per table, per day or \$7.00 per table per weekend. The Ordinance will stipulate that City-owned chairs and tables can only be rented for events on Fairgrounds property.
- 2.) Council may choose to get out of the chair and table rental business completely and opt not to provide chairs and tables to these organizations.

3.) Council may choose to provide tables and chairs free of charge.

Staff from the Department of Parks and Recreation and the City Manager's Office is recommending the Council implement option one, as it allows us to continue to provide this service and receive revenue.

Additionally, Parks and Recreation Superintendent Erin E. Gardner is recommending that Jefferson Community College sports teams be allowed to practice on City-owned fields free of charge. As Council will recall, last week's fee Ordinance contained a provision which allows Watertown and IHC high schools to use City-owned fields free of charge for practice. Ms. Gardner is recommending that we move forward with this request.

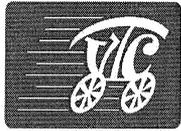
Finally, Council is being asked to consider the inclusion of a provision in the fee structure for the use of City-owned athletic fields similar to that contained in the Arena fee structure. This provision will allow the City to enter into agreements with organizations for fees other than what is listed in the Code. However, any agreement for a fee other than what is contained in the Code will require the approval of the City Council.

This request came as the result of Mayor Graham's communication with Mr. Benjamin P. Coe, Treasurer of the Volunteer Transportation Organization. Mr. Coe is requesting that the 'per game' fee be waived for a softball charity tournament they are planning this spring. A letter from Mr. Coe to Mayor Graham is attached to this memo for your review. As is explained in the letter, this charity softball event would like the use of multiple fields at an 'all-day' rate.

Parks and Recreation Superintendent Erin E. Gardner is proposing the following fee structure for 'all day' events such as that proposed by Mr. Coe. This fee structure would only affect the City's North side field complex, and would be due two weeks prior to the event. Cancellations for reasons other than weather will not result in a refund.

- 1.) For non-profit fundraising tournaments: \$100 per day with one initial chalk lining. Each additional chalk lining shall be \$25.
- 2.) For regular tournaments: \$250 per day with one initial chalk lining. Each additional chalk lining shall be \$25.

Staff from the City Manager's Office and the Parks and Recreation Department will be available to discuss these fee proposals at the Council's convenience. We would hope to be able to put forward an ordinance at the regular City Council meeting on May 7 codifying the above-referenced fee changes.



Volunteer Transportation Center, Inc.

203 North Hamilton Street

Watertown, NY 13601

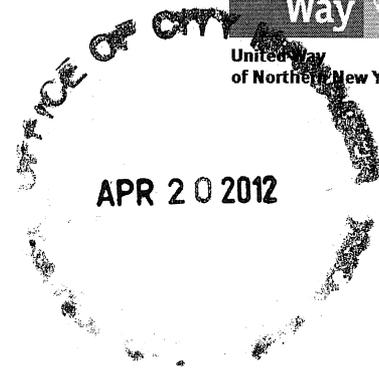
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United Way
of Northern New York, Inc.



April 19, 2012

The Honorable Jeffrey Graham, Mayor
City of Watertown, N.Y.

Dear Jeff,

Thanks so much for the chance to catch you by phone earlier today. This letter is to point out what may be an unintended consequence of the new fee structure for use of City recreation facilities. I appreciate your willingness to take up the issue with the City Council next Monday.

For the past three years the Volunteer Transportation Center has held a youth baseball tournament at the City's North Junior fields as a way to raise some funds for our transportation program and, at the same time, provide wholesome youth/family recreation. We call the tourney, "Hits for Rides." It is a small fundraiser, last year bringing in a net \$2,100. With a planned committee meeting this noon, I had asked Brenda to let me know what the fee structure was going to be. She was kind enough to call me at the beginning of the meeting. With 18 teams, it didn't take long to figure that at \$30 per game the fee total would be over \$1,000 and it would not be practical to go ahead with the tournament. In examining the situation more closely, it began to appear that there were extenuating circumstances. For this kind of tournament it is not necessary to maintain the field between games. Also, with no City employees needed at the site during the day, we have taken on the responsibility of keeping the restrooms tidy and supplying the toilet paper and paper towels.

With these conditions in mind, we suggest an alternative that we believe to be fair and that would make it possible to hold the tournament as planned. Since preparation is only necessary at the beginning, and maintenance is needed only after the tournament, we suggest a fee of \$30 per diamond (\$30X5), with our volunteers taking care of things during the day.

With the tournament only seven weeks away, we will need to know right away. I will be away starting tomorrow and through the end of the month, so, if possible, could you see that one of the following folks gets the word: Tom Spaulding, "Hits for Rides" Committee Chair; or Don Terpstra, Tournament Director.

Thanks so much to you and the Council for considering this appeal.
Sincerely,

Benjamin P. Coe, Treasurer

Cc: Tom Spaulding, 782-1777Ext.1012, 523-2519(c); Don Terpstra, 786-1829 (b), 408-1185 (c)

Board of Directors:

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Jessica Brosch

Lee Clary

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Benjamin Coe

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