

September 9, 2022

TO: City Council Member Sasha Naiman, Chair
Parks and Recreation Committee of City Council

FROM: Brian K. Riblet, City Manager **BKR**

SUBJECT: Parks and Recreation Committee Meeting on Monday, September 12, 2022

As a reminder, the Parks and Recreation Committee is scheduled to meet on Monday, September 12, 2022, at 3:30 p.m. at City Hall. Those items to be discussed include:

1. Pickleball Discussion—Staff will be present to discuss pickleball related topics with the Committee and to obtain feedback at the meeting.
2. Other Business—The purpose of this agenda item is to provide an opportunity to discuss any issue or ask questions that may be on your mind.

Also attached are the minutes from the August 9, 2021 meeting of your Committee for review and approval at Monday's meeting.

Should you have any questions or concerns pertaining to these topics or have additional items to be discussed at the meeting, please do not hesitate to contact me.

c: Mayor and City Council Members (3)
Connie Gaylor, Clerk of Council
Department Heads
File



PARKS AND RECREATION COMMITTEE OF CITY COUNCIL

10101 Montgomery Road • Montgomery, Ohio 45242
(513) 891-2424 • Fax (513) 891-2498

AGENDA

September 12, 2022

3:30 P.M.

City Hall

1. Call to Order
2. Guests and Residents
3. Old Business
4. New Business
 - a. Pickleball Discussion
5. Approval of Minutes – August 9, 2021
6. Other Business
7. Adjournment

These Minutes are a draft of the proposed minutes from the Parks and Recreation Committee of City Council meeting. They do not represent the official record of proceedings until formally adopted by the Parks and Recreation Committee of City Council. Formal adoption is noted by signature of the Chair within the minutes.

City of Montgomery
Parks and Recreation Committee Minutes
August 9, 2021

Staff Present

Brian Riblet, City Manager
Tracy Henao, Asst. City Manager/Acting Dev. Director
Matthew Vanderhorst, Community & Information Ser. Dir.
Connie Gaylor, Clerk of Council
Julie Machon, Recreation Director
Shawn Cooper, Customer Service Representative

Committee Members Present

Lynda, Roesch, Chair
Ron Messer
Mike Cappel

The Parks and Recreation Committee of Council convened its meeting for August 9, 2021 at 4:00 p.m. with Ms. Roesch presiding.

New Business

Lodge Rates and Rental Review and Recommendations

Mr. Vanderhorst explained that in 2021, the Terwilliger Lodge kitchen went through a major renovation that transformed it from a minimally equipped residential style kitchen to a catering conducive kitchen. He stated that staff researched the fees and amenities of similar lodges in order to recoup the costs of this renovation. The research showed that an apples-to-apples comparison is not possible due to the improved amenities at the lodge. Consequently, staff created recommendations based on the current market rates and rental policies. The following recommendation also includes Swaim Lodge. Mr. Vanderhorst explained that in 2019, the Parks and Recreation Committee approved a modest increase to the rental rates at Terwilliger Lodge to help cover the maintenance costs of the building and be more in line with market rates. Likewise, Swaim Lodge rates were modestly increased in 2016 after the kitchen was also enhanced, adding a stove/oven and additional cabinetry and counter space.

Mr. Vanderhorst explained that staff is recommending changes in the following areas regarding rates:

- Transition from half-day rentals to full-day rentals on weekdays
- Discount for multiple consecutive rental days
- Establish Business Rate
- Establish Holiday Rate

Full-Day Rentals

In the review process, staff recognized that the weekday half-day rentals have declined over the past years and are no longer equitable for the City to compensate a cleaning service to quickly clean in between rentals. Staff, therefore, recommends making all rentals full-day rentals Sunday through Saturday at each lodge. The revenue loss would be minimal and would be made up through the suggested rate increases that follow.

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Discount for consecutive rental days

During the lodge rate review, staff considered feedback received by renters to add additional days for events such as weddings, family reunions, or any event that would benefit from having an extra day for set-up or tear down. Currently, renters must incorporate all set-up, tear down, and cleaning into their rental time. This is a challenge, especially at Terwilliger Lodge where rentals are more likely to have a special service (such as catering or rental of linens, dinnerware, etc.) that would not return to retrieve their items at the very end of the rental. With this in mind, staff is recommending adding a 10% discount off rentals two days or longer.

Non-Montgomery Business Rate

From time to time, staff will have businesses look to rent the lodges for off-site training and recommend adding a Business Rate similar to what we offer for our pool memberships. This rate would apply to the Monday thru Thursday rentals at both lodges. We also recommend a 10% discount when two or more days are booked together. In the event the business wishes to add a weekend day, they would pay full price for that day in addition to the weekday rates but will still qualify for a 10% discount on the total rental cost.

Holiday Rate

For many years a holiday rate was only applied if the holiday fell on Monday through Thursday. The weekday holiday rate was the weekend rate. If the holiday fell on the weekend, the City would not be compensated at a higher rate. Staff is recommending establishing a holiday rate of \$200 that would be added to the regular rate. This is not intended to detour renters but to recover the increased cleaning costs during the holiday and staff call out time if needed.

Following are the recommended rates:

SWAIM LODGE		Resident		NR		Proposed Non-Montgomery Business Rate Weekday Only
		Current	Proposed	Current	Proposed	
	Weekday all day (8:00 am-11:00 pm)	\$125.00	\$150.00	\$150.00	\$250.00	\$175.00
	Weekend Friday-Saturday (8:00 am-1:00 am) Sunday (10:00 am-11:00pm)	\$225.00	\$250.00	\$300.00	\$400.00	

TERWILLIGER LODGE		Resident		NR		Proposed Non-Montgomery Business Rate Weekday Only
		Current	Proposed	Current	Proposed	
	Weekday all day (8:00 am-11:00 pm)	\$200.00	\$300.00	\$300.00	\$450.00	\$400.00
	Weekend Friday-Saturday (8:00 am -1:00 am) Sunday (10:00 am-11:00pm)	\$400.00	\$600.00	\$600.00	\$900.00	

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Staff and the Committee discussed the proposed changes to rental policies and the rates. Staff expressed that, if approved, an article would be ran in the October bulletin and the changes implemented on November 1, 2021.

Mr. Cappel made a motion to accept staff's recommendations on the proposed rental policies and increased rates. Mr. Messer seconded. The Committee unanimously agreed.

Other Business

Ms. Roesch explained that the BAMSO Board met to discuss scheduling the second BAMSO Concert that is included in the annual contract between the City and BAMSO. She explained that they are looking at October 24 or November 7 to perform at St. Barnabas. She explained that if there were to be a problem related to Covid that they could tentatively schedule the concert then cancel at a later date.

Mr. Riblet stated that either date worked with the City calendar and with staff.

Ms. Roesch stated that in the past staff would host a Montgomery Chamber of Commerce lunch program at which time they would provide an update of projects, initiatives and programs operated by the City. She asked if that is something staff would be willing to schedule.

Mr. Riblet stated that staff could participate and would be happy to host at a City facility.

Ms. Roesch asked if Mr. Riblet would like to provide a few dates that she could confirm with the Chambers calendar and Board members.

Mr. Riblet stated he would follow up with her.

Minutes

Mr. Cappel moved to approve the July 15, 2021 Committee minutes. Mr. Messer seconded. The Committee unanimously approved the minutes.

Adjournment

Mr. Cappel moved for adjournment. Mr. Messer seconded. The Committee unanimously agreed.

The Parks and Recreation Committee of Council meeting was adjourned at 4:30 p.m.

Chair