CITY COUNCIL MEETING COMMUNICATION

DATE: January 2, 2024

ITEM: Resolution Approving and Ratifying Fees and Charges – Effective January 2, 2024

FINANCIAL IMPACT: Utilizing usage statistics from FY23 the proposed rates and fees would result in an additional $43,150 in revenue to the RecPlex for FY25.

BACKGROUND: Staff evaluates fees throughout the year and typically makes recommendations and adjustments twice annually. Fees are adjusted on July 1 at the start of the fiscal year and on January 1 at the beginning of the calendar year. Park Board approved these fees on Thursday, December 21 with a Recommendation to Council for final approval. Fees have gone to Finance and Administration in the past but because of the cancellation for the December 20 meeting, they did not this time. Contract for the upcoming year will be going out in early January so it's imperative these get approved at the beginning of the new year.

The Parks and Recreation Department is proposing the following adjustments:

MidAmerican Energy Company RecPlex Charges and Fees

Type	Current	Proposed	Last Changed
Ice Rental			
Ice Rental – In Season (October – March)	$285.00/HR	$295.00/HR	2023
Court Rental			
Full Court Rental – 1 BB/2 VB (Year-Round, All Day)	$48.00/HR	$50.00/HR	2023
Outdoor Turf Rental			
Outdoor Field Rental – Full Field (Year-Round, All Day)	$80.00/HR	$82.00/HR	2023
Pickleball Court Rental			
Court Rental – Per Hour/Per Court (Red/White/Grey)	$18.00/HR	$20.00/HR	2023
Drop-in Fees			
Drop-in Pickleball (Eight players per court)	$3.00/per session	$5.00/per session	2021
Birthday Parties			
Esports Party – Additional Participant	$5.00	$10.00	2021
Skating Party – Additional Participant	$15.00	$20.00	2021

Rental Rates
Rental rates are reviewed regularly to ensure the RecPlex remains competitively priced among comparable facilities within the area while balancing the expectation that revenues derived from rates and fees must cover all operating expenses at the facility.

The proposed rate adjustments will provide an increase in revenue to help offset increases in building operations primarily comprised of staffing, utility, and general operational costs. The proposed adjustments will not create unrealistic year-over-year increases to the many user groups that call the RecPlex home and will remain reasonable for all user demographics.

Birthday Parties
The proposed adjustment to the additional participant fee is consistent with increases in cost for the Esports and Skating parties that were approved in the past. The rate reflects the additional charges to add-on a participant to the base package which is currently 11 kids per party.

OUTSTANDING ISSUES: None

RECOMMENDATION: Approve and ratify the updated list of Consolidated City Fees and Charges with all changes effective July 1, 2024

Lead Staff Member: Shayne Ratcliff, RecPlex General Manager

STAFF REVIEWS

Department Director	Ryan Penning, Director of Parks & Recreation RP
Appropriations/Finance	Tim Stiles, Finance Director CA for TS
Legal	Greta Truman, City Attorney
Agenda Acceptance	AP

PUBLICATION(S) (if applicable)

Published In	
Dates(s)	

SUBCOMMITTEE REVIEW (if applicable)

Committee	
Date Reviewed	
Recommendation	

RESOLUTION NO. _____

RESOLUTION UPDATING CERTAIN FEES REQUESTED BY STAFF OR AS REQUIRED BY CITY POLICY AND IOWA CODE.

WHEREAS, effort has been made to consolidate all fees, rates, and charges into one reference document to be ratified by Council, and

WHEREAS, various updates to rates are proposed by staff and where applicable, approved by the Library or Water Works Board, or recommended by the West Des Moines Parks Board,

NOW, THEREFORE, BE IT RESOLVED

BY THE COUNCIL OF THE CITY OF WEST DES MOIINES, IOWA, that the attached schedule of charges and fees are ratified and approved as January 2, 2024, and

BE IT FURTHER RESOLVED, that previous resolutions in conflict with this resolution are hereby repealed.

PASSED AND APPROVED, this 2nd of January, 2024.

_____
Greg Hudson, Presiding Officer

ATTEST:

_____
Ryan Jacobson, City Clerk

Description	Fee	Last Change (Approval Date)
I. MidAmerican Energy Company RecPlex*		
Ice Rental		
i. In Season (October – March)	$ ~~285~~295.00 per hour	Resolution (11/7/2022)
ii. Off Season (April – September	250.00 per hour	Resolution (6/15/2020)
Court Rental		
i. Full Court (1BB/2 VB)	~~48~~50.00 per hour	Resolution (11/7/2022)
ii. Half Court (1/2 BB/1 VB)	25.00 per hour	Resolution (11/7/2022)
Indoor Turf Rental		
i. Prime – Full Field	400.00 per hour	Resolution (6/15/2020)
ii. Prime – 1/3 Field	160.00 per hour	Resolution (6/15/2020)
iii. 2nd Tier – Full Field	340.00 per hour	Resolution (6/15/2020)
iv. 2nd Tier – 1/3 Field	140.00 per hour	Resolution (6/15/2020)
v. 3rd Tier – Full Field	250.00 per hour	Resolution (6/15/2020)
vi. 3rd Tier – 1/3 Field	110.00 per hour	Resolution (6/15/2020)
vii. Off Season – Full Field (Apr 15-Nov 15)	125.00 per hour	Resolution (2/01/2021)
viii. Off Season – 1/3 Field (Apr 15-Nov 15)	60.00 per hour	Resolution (11/7/2022)
Performance Center		
i. Full Room	45.00 per hour	Resolution (6/20/2022)
Outdoor Turf Rental		
i. Full Field	~~80~~82.00 per hour	Resolution (11/7/2022)
Multipurpose Sports Areas		
i. Pickleball Court (Single)	~~18~~20.00 per hour	Resolution (2/01/2021)
ii. Practice/Warmup Turf Area – no cages	100.00 per hour	Resolution (6/15/2020)
iii. Practice/Warmup Turf Area – all cages	125.00 per hour	Resolution (6/15/2020)
Batting Cages		
i. Per Tunnel	25.00 per hour	Resolution (6/15/2020)
Multipurpose Rooms		
i. Activities Room	25.00 per hour	Resolution (6/15/2020)
ii. Community Rooms A, B, and C	45.00 per hour	Resolution (6/15/2020)
iii. Overlook Room	35.00 per hour	Resolution (6/15/2020)
E-Sports Room		
i. Full Room	150.00 per hour	Resolution (6/15/2020)
Public Skating		
i. Admission	7.00	Resolution (6/15/2020)
ii. Rental Skates	4.00	Resolution (6/15/2020)
Drop In – Per Session		
i. Open Hockey	8.00	Resolution (6/15/2020)
ii. Open Freestyle	12.00	Resolution (6/15/2020)
iii. Open Freestyle – Coaches fee	10.00	Resolution (6/15/2020)
iv. Open Gym (Basketball/Volleyball)	5.00	Resolution (2/01/2021)
v. Open Gym (Pickleball)	~~3~~5.00	Resolution (2/01/2021)
vi. Open Field (Soccer/Lacrosse)	5.00	Resolution (2/01/2021)
vii. Open Esports (per station)	8.00	Resolution (6/15/2020)
viii. Open Walking	3.00	Resolution (6/15/2020)
ix. Youth Play (5 and under)	1.00	Resolution (6/15/2020)
Special Event Rental – Main Arena Rink, Courts and Turf		
i. Full service (set up & clean up)	8,000.00 per day	Resolution (6/20/2022)
ii. Full service (limited set up & clean up)	2,000.00 per day	Resolution (6/15/2020)
iii. Limited service (minimal set/clean up)	1,000.00 per day	Resolution (6/15/2020)
iv. Limited service (no set up & clean up)	450.00 per day	Resolution (6/15/2020)

Description	Fee	Last Change (Approval Date)
Special Event Rental – Arena 2		
i. Full service (set up & clean up)	4,000.00 per day	Resolution (6/15/2020)
ii. Full service (limited set/clean up)	1,500.00 per day	Resolution (6/15/2020)
iii.. Limited service (minimal set/clean up)	1,000.00 per day	Resolution (6/15/2020)
iv. Limited service (no set up & clean up)	450.00 per day	Resolution (6/15/2020)

* RecPlex General Manager has discretion to adjust rental fees to maximize facility use during non-peak days/times

XLVI. Parties

a. Birthday Parties at Nature Lodge (Maximum of 15 Participants)		
i. First 12 (including birthday child)	$ 160.00 for 2 hours	Resolution (6/15/2020)
ii. Each Participant More than 12	17.00	Resolution (6/15/2020)
b. Birthday Parties at Aquatic Centers (Maximum of 15 Participants)		
i. First 10 (plus 1 adult)	170.00 for 2 hours	Resolution (6/15/2020)
ii. Each Participant More than 10	17.00	Resolution (6/15/2020)
c. Birthday Parties at MidAmerican Energy Rec Plex (Based on 11 Participants)		Resolution (6/21/2021)
i. Activities Room	$ 150.00 for 2 hours	Resolution (6/21/2021)
1. Each Participant More than 11	5.00	Resolution (6/21/2021)
ii. Overlook Room	$ 175.00 for 2 hours	Resolution (6/21/2021)
1. Each Participant More than 11	5.00	Resolution (6/21/2021)
iii. Kum & Go Room	$ 200.00 for 2 hours	Resolution (6/21/2021)
1. Each Participant More than 11	5.00	Resolution (6/21/2021)
iv. During Public Skate	$ 300.00 for 2 hours	Resolution (6/21/2021)
1. Each Participant More than 11	520.00	Resolution (6/21/2021)
v. Esports Room	$ 350.00 for 2 hours	Resolution (6/21/2021)
1. Each Participant More than 11	510.00	Resolution (6/21/2021)

XLVII. Crossroads Tennis Court Reservations (1 hour minimum)

a. Non-profit/Schools (Per Hour)	7.00	Resolution (02/21/2021)
b. Public (Per Hour)	10.00	Resolution (02/21/2021)
c. For-Profit/Private Instruction (Per Hour)	20.00	Resolution (02/21/2021)