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**PARKS, RECREATION & FACILITIES
MANAGEMENT**

Dean R. Gazza, Director

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To: Parks and Recreation Committee

From: Dean R. Gazza, Director of Parks, Recreation and Facilities Management

Date: January 22, 2018

Re: Action Item: Request Approval of the Updated Athletic Facilities – Rental and Fee Schedule Policy

Please find attached an updated Athletic Facilities – Rental and Fee Schedule Policy. This policy was first issued in 2008 and last updated in 2014.

The Parks, Recreation and Facilities Management Department has reviewed the policy and is recommending the following changes:

- Restrictions on the use of motorized vehicles such as UTV's and ATV's to be used only in designated areas. This has been added to prevent damage to property or persons.
- Restricting the use of diamond dry or drying agent materials. This has been added to prevent a myriad of products such as these to our fields without our knowledge or consent. Extensive use of these products can damage the fields and create extensive preparation work.
- Modify requirement for all outside clubs or organizations to pay for ball diamond usage. Currently, Little League is the only youth organization that does not pay for ball diamond usage. It is the intent of this policy to address requests for occasional use of the ball diamonds and to equitably administer the scheduling and use of the athletic fields. For organizations requesting usage of fields for an entire season, such as Little League, we would enter into a separate multi-year agreement at a negotiated fee. Currently, this is done with Panther Baseball at Memorial Park. It is important to note that other youth organizations in the community have to secure their own facilities including Appleton Soccer Club, Appleton Area Hockey Association, Pop Warner Football, Appleton East Jr. Patriots, Panthers (Youth) Baseball, etc. We are unable to justify why there is no charge for one group and a charge for another. Therefore, we are recommending this change to ensure all groups have equal opportunity for field usage and fees are administered equitably. Understanding that this would be a change for Little League we would ask that this policy not be effective until 1/1/2019 and would give Little League the first opportunity to enter into an agreement.
- Minor increases in rental fees.
- Language updates to make the policy easier to interpret and understand.

Please feel free to contact me at 832-5572 with any questions, or by email at dean.gazza@appleton.org.