

## REQUEST FOR COUNCIL ACTION

**SUBJECT:** Renegades 4-H Club service in lieu of arena fees and deposit.

**SUMMARY:** The Renegades 4-H Club would like to provide services in lieu of arena rental fees and the deposit. They would like to mark the arena seating prior to the start of our events, saving the parks department 80+ man hours. Two of the adult leaders will also be prepping the arena pre-season.

**FISCAL IMPACT:** Marking seat numbers on the arena bleachers takes 80 plus man hours to complete. Sourcing this to a volunteer group has worked very well in the past. The Use Policy specifically outlines Lessee responsibilities regarding repairs, clean up and key replacement.

**STAFF RECOMMENDATION:**

Staff has concluded that the request is appropriate and will save the parks department time. Staff recommends approval of the attached West Jordan Arena Use Agreement for the Renegades 4-H Club to use the facilities.

**MOTION RECOMMENDED:**

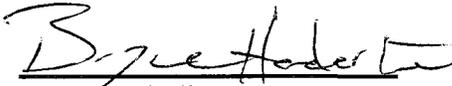
“I move to approve the service in lieu of fees and deposit with the Renegades 4-H Club for the 2015 season and direct staff to complete the arena reservation.”

Roll Call vote required

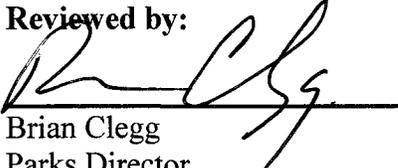
**Prepared by:**

  
Julie Brown  
Events Coordinator

**Recommended by:**

  
Bryce Haderlie  
Assistant City Manager

**Reviewed by:**

  
Brian Clegg  
Parks Director

  
Darien Alcorn  
Deputy City Attorney

## **BACKGROUND DISCUSSION:**

Starting in 2009, the City has approved services in lieu of payment for fees with riding clubs. Since then we have not had any problems with the service in lieu of fees nor have we had an issue requiring funding for repairs, cleanup or other services.

West Jordan City Facility Use Policy:

*Service in Lieu of Fees. Reservation fees may be credited for civic volunteer labor hours as approved by the City Council. All fees other than reservation fees (i.e. overtime, additional services, and security, cleaning) will still be charged on a time and materials basis or as otherwise adopted in the Fee Schedule. Civic volunteer labor is coordinated through the Department. The service provided may include maintenance to City Parks and City Parks Amenities and all services must be approved in advance. Interest in providing service in lieu of fees should be expressed at the time the application is submitted to the Department. A separate contract and approval is required; no verbal agreements will be honored.*

Estimated Cost and Value:

Season Cost:

Clean up & Damage Deposit: \$500  
Youth Nonprofit Riding Club \$150  
Total Cost: \$150

In Lieu Value:

Bleachers: 80 hours @ \$10 = \$800  
Tractor work pre-season: 60 hours @ \$20 = \$1200  
Season prep work: 26 weeks, 3hrs per week = 78 hours @ \$20 = \$1,560  
Estimated Total Value: \$3,560

Attached:

West Jordan Arena Use Agreement  
Request for In Lieu service



# ARENA USE APPLICATION / PERMIT

**City of West Jordan**  
 Public Works Department  
 8030 S 4000 West  
 West Jordan, Utah 84088  
 (801) 569-5700  
 Fax (801) 569-5709  
**Parks On-Call (801) 301-1833**

Applicant/Permit Holder (Organization) <u>Renegades 4-H Club</u> Type of Business: Corporation LLC <u>Other</u>	
Address, City, State, Zip <u>2845 Jana Lee Dr. West Jordan, UT 84088</u>	
Phone <u>801-</u>	E-mail <u>tiffanywarnick@hotmail.com</u>
Designated Representative: (Last) <u>Warnick</u> (First) <u>Tiffany</u>	
Alternate Representative: (Last) <u>Jeppson</u> (First) <u>Amie</u>	
Address, City, State, Zip	
Phone:	
E-mail	

Security Deposit	\$500/clubs; \$500/events per arena; and \$500/concessions stand	\$500
Lighting	\$55 per hour. Two hour minimum.	
Riding Clubs <small>(West Jordan Youth Clubs receive 50% off)</small>	\$600 Main arena with a maximum usage of 28 sessions Additional sessions: Main Arena \$25 \$450 Practice arena with a maximum usage of 28 sessions Additional sessions: Practice Arena \$15	
Nonprofit Riding Club <small>(West Jordan Youth Clubs receive 50% off)</small>	\$300 Main arena with a maximum usage of 28 sessions Additional sessions: Main Arena \$20 \$225 Practice arena with a maximum usage of 28 sessions Additional sessions: Practice Arena \$15	
Special Event <small>(West Jordan Youth Clubs receive 50% off)</small>	\$400 per 8 hour period main arena \$300 per 8 hour period practice arena Ticketed events, fee per ticket (in addition to rental fee) \$1.50	
Concession Stand	\$500 per 8 hour period	
Misc. Arena Rental Fee <small>(West Jordan Youth Clubs receive 50% off)</small>	\$65 per hour. Two hour minimum.	

**GRAND TOTAL DUE \$**

Reservation Date(s) <u>every wed. starting April 8 - Oct. 7th</u>	Start Time: <u>5:00</u>	End Time: <u>9:00</u>
	Estimated Attendance: <u>15</u>	
Will food be served or prepared on-site? (please explain) <u>NO</u>		
Please print how reservation board should read		

"By my signature below, I certify that I am authorized to sign as an agent of the Applicant / Permit Holder, which Applicant / Permit Holder shall be bound by the terms of this Permit. I further certify that I have read and accept the Permit Terms and Conditions and the West Jordan Facility Use Policy, and the Applicant / Permit Holder hereby agrees to comply with the same and all applicable federal, state and local laws, ordinances, rules and regulations. Applicant / Permit Holder further agrees to pay all required fees, deposits, and costs, including but not limited to, the actual cost of Additional City Services as defined in the West Jordan Facility Use Policy. This Permit is only valid for the purposes expressly set forth herein and is not valid until executed by the City of West Jordan."

Signature: <u>Tiffany Warnick</u>	Print Name: <u>Tiffany Warnick</u>	Date: <u>01/21/2015</u>
Facilities Signature:	Jim Riding, Facility Manager	Date:

01-15-2015

City of West Jordan,

Renegades 4 H horse club is requesting use of your arena for their youth 4 H club. Many of these children have rode here for the past several years and are very willing to do a service project, we would like to work the arena for all of our scheduled times and also number the bleachers for the city in lieu of fees.

Sincerely,

Tiffany Warnick and Amie Jeppson

Renegades 4 Horse Club

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