



## OFFICE OF THE SUPERINTENDENT

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February 27, 2017

### **Facilities Rental Guidelines and Fees**

The district has recently fielded questions about facilities rental guidelines and fees. The complete set of guidelines and fees are found at <http://www.lakewoodps.org/domain/90>. Here are some frequently asked questions with answers.

#### **Why are there guidelines and fees associated with using District properties?**

It is not unusual for Districts to set guidelines and fees for district property use. Often, nominal fees are assessed to offset costs associated to the district for use. Costs such as custodial services utilities (light, heat, water), and any maintenance needed as a result of public use are all extra costs above and beyond District operations. Fees merely offset these costs; they often do not cover the costs in their entirety.

#### **Why am I potentially going to be charged to use District facilities if I pay taxes?**

The District does receive tax revenues from its citizens. Citizens pay taxes to the state who reallocates the taxes to the Districts as revenue; however, these funds assist in paying for normal District operational activities. Costs incurred by building use *outside of* district operations (e.g. public/private use) are offset by the nominal fees that are assessed for usage. These fees help cover the cost of utilities, custodial services and general maintenance from wear-and-tear.

#### **Is there a difference in potential cost of renting indoor facilities vs. outdoor facilities?**

Yes. The costs associated with the use of indoor facilities (gymnasiums, classrooms, etc.) are fairly specific utility costs (lights, water for bathroom/kitchen use, and heat/AC). In many cases, there is cleaning that is required after a facility rental (such as bathrooms, floors, trash, etc.). By contrast, most outdoor venues (such as practice fields or other grass areas) require little overhead to maintain. To this end, practice fields and other grass areas are free of charge. Game fields *may* require a fee *if* there is cost associated to the District to ready for use (striping fields, special mowing, or repair after use).

**There are three use categories. Why?**

We have a variety of groups requesting facility use. By categorizing groups the District can assess appropriate charges (or no charges) based on A.) District student involvement opportunity, and B.) the renting group's association with the District and its students.

**Does the Facility Guidelines allow for any fee breaks?**

Yes. The District typically will "cap" consecutive days used at 10 instances and consecutive hours per day used at 6. This allows for maintaining a nominal fee in high-use situations.

Our district is very, very appreciative of the many individuals and groups that provide additional, meaningful opportunities to our students. The many drama, sports, and other non-athletic options available help provide a well-rounded experience for our students and residents.

As with any administrative guideline, feedback is always welcome. You can contact me directly at 616.374.8043 or via email at [fleenorr@lakewoodps.org](mailto:fleenorr@lakewoodps.org).