

**BOARD OF ALDERMEN**

**ITEM NO. E(2)**

**AGENDA ITEM ABSTRACT**

**MEETING DATE: August 26, 2003**

**TITLE: Approval to Amend the Smith Middle School Soccer Field 3 B Procedure**

<b>DEPARTMENT: Recreation and Parks</b>	<b>PUBLIC HEARING: NO</b>
<b>ATTACHMENTS:</b> A. Current Field Procedure B. Resolution	<b>FOR INFORMATION CONTACT:</b> Anita Jones-McNair – 918-7381

**PURPOSE**

The purpose of this agenda item is to seek approval from the Board of Aldermen on the following:

1. Changes to the 2003-04 Miscellaneous Fees and Charges Schedule for soccer field rentals
2. Add additional criteria the Smith Middle School Soccer Field 3 B Priority Reservation Process
3. Handle future field procedural changes following department protocol

**INFORMATION**

On March 25, 2003, the Board approved the current field procedure. Since that time Alderman McDuffie received a citizen request considering a flexible rental schedule. The current procedure only allows for 90 minutes at \$15. Staff is seeking approval to modify the rental slots that would accommodate 30 minutes for \$5, 60 minutes for \$10 and 90 minutes for \$15 intervals. (The change is added to the current procedure in your packet in bold and italic.) The proposed rental slots would provide staff flexibility to accommodate additional rentals and/or various time slot needs. This change would then modify the current Miscellaneous Fees and Charges Schedule.

Staff was also asked to review the priority registration criteria. This criterion is necessary in order to provide an opportunity for Orange County resident's first reservation consideration. Several coaches expressed concern about Non-Orange County residents requesting to reserve the field during the priority reservation registration. Staff reviewed the criteria and would like to add to the priority reservation criteria that "Each group or team must have a governing organization submit requests". For example Triangle Futbol or Rainbow would make the requests instead of individual teams. The organization could then evaluate the availability of space and actual space needs of each team. (The change is added in bold and italic.) Normally the Board is not involved in daily rental and scheduling procedures however, since the Board of Aldermen reviewed and approved this procedure, staff is requesting approval to modify the existing criteria. These considerations were shared with Orange County staff.

Staff is also requesting that future procedural changes be handled like other changes in the department. The process would include staff review, research, discussion, and necessary approval, communication with Orange County staff, marketing and implementation.

**FISCAL IMPACT**

N/A

**ADMINISTRATION'S RECOMMENDATION**

Staff recommends that the Board of Aldermen approve the flexible rental slots intervals, add the above statement to the priority reservation criteria and handle future field procedural changes consistent with current department protocol.