

**OFFICE OF THE CITY MANAGER
DES MOINES, IOWA**

**CITY COUNCIL COMMUNICATION 96-507
DECEMBER 2, 1996 AGENDA**

SUBJECT:	TYPE:	SUBMITTED BY:
SPACE RENTAL FEE AND DAMAGE DEPOSIT FEE INCREASE AT DES MOINES BOTANICAL CENTER	◆ RESOLUTION ORDINANCE RECEIVE/FILE	DONALD M. TRIPP PARK AND RECREATION DIRECTOR

SYNOPSIS —

The Botanical Center is seeking to selectively increase space rental fees as well as raise the damage deposit required of groups and individuals renting space at the Center from \$25 to \$50.

FISCAL IMPACT —

Due to the number of advanced bookings, the full financial gain of the recommended changes would not be felt until 1998. Estimated conservatively, space rental revenue will increase \$8,600 per year if the changes are adopted.

It is projected that the adoption of the increased damage deposit along with the incorporation of the proposed forfeiture clause will result in the collection of approximately \$2,000 per year. In addition to the revenue, the elevated fee and procedure will result in the reduction of labor costs associated with the processing of space rentals both at the Botanical Center and in the City Solicitor's Office.

RECOMMENDATION —

Approval.

BACKGROUND —

Space rental fees at the Des Moines Botanical Center have remained the same since a fee was established for the rental of the Herb Garden on January 1, 1995. Prior to that, no change in space rental fees had gone into effect since February of 1993 when the current fee structure was approved. The requested increases reflect the sharp increase in demand for space rentals at the Des Moines Botanical Center. For the third consecutive year, the Des Moines Botanical Center will issue a record number of contracts for fee-paying events in 1996. The 1995 total of 1,201 contracts for fee-paying events was surpassed in October of 1996.

The following increases in space rental fees are recommended:

1. Increase the rental fee for the dome on a weekend night from \$250 to \$300 for individuals and not-for-profit organizations, and from \$300 to \$350 for profit-making corporations.
2. Increase the rental fee for the Oak and the Willow Rooms on a weekend night-time period for not-for-profit groups from \$75 to \$85, and for profit-making corporations from \$100 to \$125.
3. Increase the rental fee for the Oak/Willow combination on a weekend night-time period for not-for-profit groups from \$175 to \$200 and for profit-making corporations from \$250 to \$275.

4. Increase the rental fee for the Oak and the Willow Rooms on a weekend daytime period for profit-making corporations from \$75 to \$100; for not-for-profit groups from \$50 to \$75; and for individuals from \$75 to \$85.
5. Increase the rental fee for the Nelle S. Levitt, Betty Walsh, and Ethelyn Cohen Swartz Classrooms on a weekday time period for not-for-profit groups from \$25 to \$30.

The increase in the damage deposit is being sought to facilitate the collection of the \$0.50 per person differential custodial fee in 3.3 percent of the fee-paying events held at the Botanical Center each year.

The damage deposit fee required when contracting space for an event at the Botanical Center has been \$25 since the Des Moines Botanical Center opened to the public on December 15, 1979. Of the 1,265 contracts written for fee-paying events in FY1995/96, 42 or 3.3 percent were turned over to the Legal Department for assistance in the collection of the \$0.50 per person differential custodial fee.