

INTRODUCED: February 13, 2023

AN ORDINANCE No. 2023-051

To amend City Code § 8-284, concerning meeting fees and exceptions for the use of public grounds, parks, playfields, and playgrounds, for the purpose of prescribing the conditions under which certain organizations may use park houses, recreation centers, or other facilities at no cost to the organization.

Patrons – Mayor Stoney, Ms. Newbille and President Jones, Ms. Robertson, Ms. Jordan, Ms. Lambert, Vice President Nye and Ms. Lynch

Approved as to form and legality
by the City Attorney

PUBLIC HEARING: FEB 27 2023 AT 6 P.M.

THE CITY OF RICHMOND HEREBY ORDAINS:

§ 1. That section 8-284 of Code of the City of Richmond (2020) be and hereby is **amended** as follows:

Sec. 8-284. Meeting fees; exceptions.

~~[(a)] [A] No fee [of \$25.00 per meeting] shall be charged [and paid into the City treasury] for [any civic or community] one meeting per month that is (i) held by an organization listed on the Department of Planning and Development Review’s website as a civic group and (ii) open to the public, provided that such meeting is for [a two-hour period, for meetings] no~~

AYES: 9 NOES: 0 ABSTAIN: _____

ADOPTED: FEB 27 2023 REJECTED: _____ STRICKEN: _____

longer than three hours in duration. Such meetings may be held only in park houses, recreation centers and other facilities administered by the Department of Parks, Recreation and Community Facilities~~[, to aid in defraying the cost of operation and maintenance of public facilities. This fee shall not apply to the use of the Carillon, Belle Isle Environmental Education Center and facilities under the administration of the Bureau of Community Facilities]~~. All requests for such meetings shall be submitted to the Department of Parks, Recreation and Community Facilities in writing on a form developed by the Director of Parks, Recreation and Community Facilities at least two weeks in advance of the proposed meeting date and such meetings shall comply with all other applicable requirements of the Department of Parks, Recreation and Community Facilities set forth in Article VIII of this chapter. All meetings held within a month in excess of the monthly meeting allowed at no cost pursuant to this section shall be subject to the fees set forth in section 8-279.

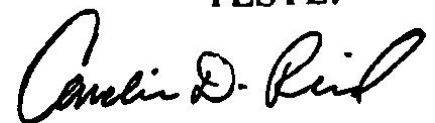
~~[(b) — A fee of \$140.00 per meeting of up to four hours shall be charged and paid into the City treasury for any private meeting held in park houses, recreation centers and other facilities administered by the Department of Parks, Recreation and Community Facilities, to aid in defraying the cost of operation and maintenance of public facilities. This fee shall not apply to the use of the Carillon, Belle Isle Environmental Education Center and facilities under the administration of the Bureau of Community Facilities.~~

~~(e) — In addition to the fees set forth in subsections (a) and (b) of this section, a fee of \$35.00 per hour per staff person shall be charged for staff costs in setting up and preparing any room. Any reservation made for the use of a facility on an official City holiday shall require the payment of an additional fee of \$275.00.]~~

§ 2. This ordinance shall be in force and effect upon adoption.

A TRUE COPY:

TESTE:



City Clerk



CITY OF RICHMOND

INTRACITY CORRESPONDENCE

O&R REQUEST

DATE: November 14, 2022 **EDITION** 1

TO: The Honorable Members of City Council

THROUGH: The Honorable Levar M. Stoney, Mayor

THROUGH: Lincoln Saunders, Chief Administrative Officer

THROUGH: Sabrina Joy-Hogg, DCAO – Finance and Administration

THROUGH: Sheila White, Director of Finance

THROUGH: Jason May, Director of Budget and Strategic Planning

THROUGH: Reginald E. Gordon, Deputy Chief Administrative Officer-HS

FROM: Christopher E. Frelke, Director of Parks, Recreation and Community Facilities

RE: Amendment to the meeting fee ordinance for Civic Associations

ORD. OR RES. No. _____

PURPOSE: To allow Civic Associations to use Community Centers once per month for meetings up to 3 hours at no cost and providing a 2 week advance request.

REASON: Parks, Recreation and Community Facilities (PRCF) would like to support Civic Associations by providing a meeting space for groups to discuss their community issues and address department related concerns. Civic Associations are an important part of the community and supporting one monthly meeting will hopefully allow for greater engagement.

RECOMMENDATION: The City Administration recommends adoption of this ordinance.

BACKGROUND: The current fee is \$25 per meeting for up to 2 hours plus \$35 per hour staffing cost (if applicable) and a \$20 permit processing fee. Civic Associations are largely volunteer organizations and the fees associated with their monthly meetings would likely impact what outreach they can do.

COST TO CITY: Incidental costs of use of space and associated maintenance costs.

REVENUE TO CITY: None

DESIRED EFFECTIVE DATE: Upon Adoption

REQUESTED INTRODUCTION DATE: December 12, 2022

CITY COUNCIL PUBLIC HEARING DATE: January 9, 2022

REQUESTED AGENDA: Consent Agenda

RECOMMENDED COUNCIL COMMITTEE: Finance and Economic Development.

CONSIDERATION BY OTHER GOVERNMENTAL ENTITIES: None

AFFECTED AGENCIES: Parks, Recreation and Community Facility.

RELATIONSHIP TO EXISTING ORD. OR RES.: Sec. 8-284 (a) and (c) Meeting fees; exceptions. This is the current ordinance as it relates to civic or community meetings and staffing cost. We are proposing to strike Sec. 8-284 (b) Meeting rates for general public. Ordinance 2022-077 Sec. 8-279 (a) outlines the fee structure for use of community centers and park houses. Which is based on the number of attendees.

REQUIRED CHANGES TO WORK PROGRAM(S): None

ATTACHMENTS: Copies of related ordinances.

STAFF: Christopher Frelke – Director of Parks, Recreation & Community Facilities 646-1128
Ray Chavis – Parks, Recreation & Community Facilities 646-1084