



MONTGOMERY COUNTY DEPARTMENT OF PARKS
 THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

MCPB Agenda Item # 11
 June 6, 2013

MEMORANDUM

TO: Montgomery County Planning Board and Parks Commission

VIA: Mary Bradford, Director of Parks *Mary Bradford*
 John Nissel, Deputy Director of Operations *John Nissel*
 Mike Riley, Deputy Director of Administration *Mike Riley*

FROM: Kate Stookey, Chief, Public Affairs and Community Partnerships Division *Kate Stookey*
 Christine Brett, Chief, Enterprise Division *Christine Brett*

RE: Montgomery Parks Fiscal Year 2014/2015 Fee Schedule

ACTION REQUESTED:

Approve fees as proposed for M-NCPPC Montgomery Parks facilities and programs

BACKGROUND:

Three divisions within M-NCPPC Montgomery Parks generate revenue through facility rental, admission, class, and/or program fees: the Enterprise Division, the Horticulture, Forestry, and Environmental Education (HFEE) Division and the Public Affairs and Community Partnerships Division. For FY14/FY15, changes in fees are being proposed at the following facilities:

Public Affairs and Community Partnerships Division

- Park Athletic Rentals
 - Local Park Athletic Fields
 - Regional/Recreational Park Athletic Fields
 - Synthetic Turf Park Athletic Fields
- Park Activities Buildings
- Picnic Shelters
 - Local Park Picnic Shelters
 - Group Picnic Area Shelters
 - Regional/Recreational Park Picnic Shelters
- Special Event Permits
 - Application Fee for Special Event Permits
 - Grounds Fee for Special Event Permits
- Special Use Permits

Enterprise Division

- Admission Fees
 - Seasonal Facilities
- Facility Rentals
 - Athletic Rentals
 - Ice Rinks Leased Ice
 - Campgrounds
 - Little Bennett Campground
 - Group Camping Area
 - Hike-In Only
 - Military/Senior Rates
 - Event Center – FY14
 - Catering Services
 - Rockwood Manor
 - Woodlawn Manor
 - Event Centers – FY15
 - All Enterprise Event Centers
 - Seasonal Facilities
 - Splash Playground

In accordance with the Department's Policy on User Fees, the Public Affairs and Community Partnerships Division, which is responsible for the Park Permits office, and the Enterprise Division, which oversees the ice skating, tennis centers, event centers, and seasonal Park amenity facilities, present user fee recommendations to the Planning Board on an annual or as needed basis. Prior to developing the proposed user fee schedules for facilities or programs, staff conducts surveys of other local jurisdictions' user fees for similar facilities, gauges the anticipated costs of ongoing operation or implementation, and the need for routine or deferred maintenance and planning for capital improvements. This information, together with input from department staff, attendance information and user patterns for each facility, is used to draft the recommended schedule of fees.

Regular and timely fee adjustments are necessary to keep our fees competitive with comparable public and private self-supporting facilities or programs and/or to respond to market influences that affect pricing, user demand, etc.

The Park Permit Office generates over \$1.5 million in annual revenue for the Park Fund through the rental of public park facilities such as athletic fields (in coordination with the County's Office of Community Use of Public Facilities), picnic shelters, park activity buildings, community garden plots, and primitive campsites, as well as vendor permits, special event permits, filming permits, and other special or exclusive uses. The cost recovery goals vary depending on the level of individual versus community benefit for each facility type. For example, a cost recovery goal of 125% has been established for park activity buildings, which are available only for private rentals, versus a cost recovery goal of 70% for local park picnic shelters, which are available for private use with a permit and also on a walk-up, first-come, first-served basis by the general public if no permit has been issued.

As indicated in the following pages, the fees for many of our permitted park facilities have remained unchanged for more than three years and some for more than five, while the costs of maintenance, labor, materials, and utilities have continued to increase. The changes proposed in this document address the need for additional operating funds as well as a desire to keep our fees competitive with those charged for comparable facilities and amenities by neighboring jurisdictions.

The Enterprise Fund facilities are mandated by the County Council to be completely self-supporting, including not only the facility operating costs but also capital improvements and debt service for new facilities. The Parks Department's mission is to provide affordable and safe recreational programs and amenities for all. While our proposed fees reflect that mission, the County Council mandate has a significant impact on our ability to keep our fees affordable for all county residents. To help low income residents, the department provides a 50% fee reduction for general admission fees, group lessons and programs. In addition, the Enterprise Division uses advertisement "Specials" or discounts to increase participation thus increasing revenues. Staff is continually monitoring and assessing facility usage in an effort to increase participation.

Consistent with the Department's user fee policy, user fees for self-supporting Enterprise facilities, services, and programs are established at a level which (1) is competitive with comparable public and private facilities and services in the area; (2) can reasonably be expected to generate sufficient revenue to sustain administrative, operating and maintenance costs; (3) may generate surplus operating income to fund capital improvements at existing and developing facilities; and (4) reflects user demand and patterns of use. In addition, staff has completed cost recovery analysis and is cognizant of the recovery targets.

This presentation is requesting approval for:

- Increased fees for Local and Regional/Recreational Park Athletic Fields
- Decreased fees for Synthetic Turf Park Athletic Fields
- Increased fees for Park Activity Buildings

- Increased fees for Local Park Picnic Shelters, Group Picnic Areas and Regional/Recreational Picnic Shelters
- Increased fees for Special Event Permits
- New fees for Grounds Fees for Special Event Permits, Special Use Permits
- Increased Admission Fees for the miniature train stations
- Increased Leased Ice Fee at ice skating facilities
- Establish Senior/Military fees at Little Bennett Campgrounds
- Revise fee definitions for Group Site and Hike-In rates at Little Bennett Campgrounds
- Establish Catering Services Fee at Event Centers
- Incorporate restroom trailer fee into rental fees at Agricultural History Farm Park
- Incorporate tent fee into rental fees at Woodlawn Manor
- Increase fees at Event Centers for FY15.

PUBLIC OUTREACH AND FEEDBACK:

In March 2013: staff informed the County's Office of Community Use of Public Facilities (CUPF) of the proposed changes in Park Permit Office fees. Staff also informed the Recreation Department of the proposed changes in Park Permit Office fees and agreed to defer those increases for their agency until July 1, 2014, to align with their budget planning cycle.

In April 2013: notification of the proposed Park Permit Office changes was sent via email to all permit rental customers contained in the Park Permit Office database and to field user groups contained within the CUPF database. Notice was also posted on the ParkPermits.org home page and the athletic field permit page on CUPF's website. Park Permit Office staff briefed the Interagency Coordinating Board (ICB) on the proposed Park Permit Office changes at their regular Board meeting on April 12, 2013.

In May 2013: staff shared this proposal with the Countywide Recreation Advisory Board (CWRAB) at their monthly meeting on May 6, 2013. The CWRAB unanimously voted to support the fee proposal, and commended Parks staff on a thorough and impressive document.

Park Permit staff contacted 50 field user groups by telephone to inform them directly of the proposed changes to the field fees and solicit input. Park and CUPF staff also hosted a public forum on May 14, 2013, for field user groups to discuss the proposed Park Permit Office increases and address any questions or concerns. Though all field user groups were notified of the forum by telephone and email, only two groups were represented. Both representatives stated they understood the reason for the proposed increases. Those groups not attending were contacted again by telephone to solicit feedback for the staff memo and make sure they were aware of the opportunity to testify at the Planning Board session on June 6, 2013. Most groups stated they understood the need for the proposed increases. One fax and one email were received for inclusion in this memo and can be found on circle pages 33 and 34.

While we are sympathetic to concerns about the impact of increased fees on community-based non-profits, it is important to recognize that 1) non-profits do not operate at a loss and generate revenue through fees to cover costs (as we do); 2) costs for services - whether field maintenance or baseball programs - universally increase over time, and 3) the proposed increase will be

deferred until the Spring 2014 season to allow field user groups and leagues time to plan for the increases and adjust their budgets and fees accordingly.

Special event organizers were also personally contacted by Park Permit staff and informed of the proposed changes to special event fees. These groups were also informed of the opportunity to testify at the Planning Board session on June 6, 2013. While most understood the need for the increases, we did receive letters, emails or faxes from some for inclusion in this memo. These comments can be found on circle pages 35-41. These comments were mostly from groups concerned about the impact of the proposed grounds fees on their regular events on park property. Most of the use by these groups may not require the proposed grounds fees as their actual use of park amenities is limited, and we are confident we can work with them to find an acceptable and reasonable solution to address their event needs and satisfy our requirement for public stewardship and protection of park land.

Public Affairs and Community Partnerships Division

Park Athletic Rentals

Local Park Athletic Fields

- Over 70,000 hours of annual use on 350 local fields
- Available April 1 – November 30 for permitted and walk-on use
- Permitted use reserves time for play, practices and games by leagues and other organized groups

Description	Current Fee	Previously Approved Effective Date	Proposed Fee
Local Park Athletic Field Permits	\$5.00/hour	April 1, 2011	\$7.00/hour

Additional Revenue: \$120,000
Effective Date: July 1, 2013; Implemented January 1, 2014
Justification for Increase: Fees for our local park athletic fields have remained unchanged since FY11 while the costs of maintenance, materials and utilities have continued to increase. Even at an increased rate of \$7/hour, our fee for the use of local park athletic fields remains the lowest hourly rate for an athletic field available in the counties we researched in Virginia, Maryland and the District, including Arlington County, Baltimore City, and Howard County. The increase is being recommended to bring our local park athletic field permit fees closer to the regional average fee currently being charged. We are deferring the increase until the start of the 2014 Spring season to allow user groups to incorporate and reflect the increase in their budgets and fees.

Regional/Recreational Park Athletic Fields

- Over 22,000 hours of annual use on 36 regional and recreational fields
- Available April 1 – August 15 and September 1 – November 30 for permitted game use only
- Permitted use reserves time for games and tournaments by leagues and other organized groups

Description	Current Fee	Previously Approved Effective Date	Proposed Fee
Regional/Recreational Park Athletic Field Permits	\$15/hour, youth, unlit \$30/hour, youth, lit \$20/hour, adult, unlit \$35/hour, adult, lit	January 1, 2008	\$17/hour, youth, unlit \$32/hour, youth, lit \$25/hour, adult, unlit \$40/hour, adult, lit

Additional Revenue: \$25,000
Effective Date: July 1, 2013; Implemented January 1, 2014
Justification for Increase: Fees for our regional and recreational fields have remained unchanged since FY08 while the costs of maintenance, materials and utilities have continued to increase. Even at the proposed increased rates, our fees for the use of regional and recreational park athletic fields remains less than those charged in Arlington County and the District and comparable to those charged in Howard County. We are deferring the increase until the start of the 2014

Spring season to allow user groups to incorporate and reflect the increase in their budgets and fees.

Synthetic Turf Park Athletic Fields

- Over 1,000 hours of annual use on two (2) synthetic turf fields
- Available year-round for practices, games and tournaments
- Permitted use reserves time for play by leagues and other organized groups

Description	Current Fee	Previously Approved Effective Date	Proposed Fee
Synthetic Turf Park Athletic Field Permits	\$125/hour, non-profit and residents \$200/hour, for-profit and non-residents	September 1, 2009	\$100/hour, non-profit and residents \$150/hour, for-profit and non-residents

Additional Revenue: (\$30,000)

Effective Date: July 1, 2013

Justification for Decrease: Fees for our synthetic turf fields have been considerably higher than surrounding jurisdictions since they were introduced. We are recommending a decrease in fees charged for use of our synthetic turf fields to bring them in line with fees charged elsewhere in the region and encourage more use.

Park Activity Buildings

- Over 19,000 hours of annual use of 18 permitted park activity buildings
- Park activity buildings are 1,500-2,000 sq. ft. one-room buildings with bathrooms and kitchens, usually with adjoining playgrounds, located in local parks
- Available year-round for permitted use only by individuals, groups and public agencies
- Uses include birthday parties, reunions, civic/community meetings, and camps

Description	Current Fee	Previously Approved Effective Date	Proposed Fees
Park Activity Buildings	\$20/hour, residents, weekdays \$24/hour, non-residents, weekdays \$40/hour, residents, weekends \$48/hour, non-residents, weekends \$10/hour, public agencies, civic associations, weekdays \$20/hour, public agencies, civic associations, weekends	July 1, 2010	\$25/hour, residents, weekdays \$30/hour, non-residents, weekdays \$45/hour, residents, weekends \$55/hour, non-residents, weekends \$15/hour, public agencies, civic associations, weekdays \$30/hour, public agencies, civic associations, weekends

Additional Revenue: \$80,000
 Effective Date: July 1, 2013
 Justification for Increase: Fees for our park activity buildings have not been adjusted since FY11 when non-resident fees were introduced. We have not been able to find similar facilities for an apples-to-apples comparison, but fees charged for a similar amount of space with kitchen facilities and bathrooms within staffed buildings such as public schools or community recreation centers range from \$49-\$150/hour.

Picnic Shelters

Local Park Picnic Shelters

- Over 270 annual rentals of 17 permitted local park picnic shelters
- Available April - October on a permitted and first come, first served basis
- Uses include birthday and graduation parties, reunions, and other social gatherings

Description	Current Fee	Previously Approved Effective Date	Proposed Fee
Local park picnic shelters	\$90/day, resident \$108/day, non-resident \$60/half-day, resident \$72/half-day, non-resident	July 1, 2008	\$100/day, resident \$120/day, non-resident \$70/half-day, resident \$85/half-day, non-resident

Additional Revenue: \$2,500
 Effective Date: July 1, 2013
 Justification for Increase: Fees for our local park picnic shelters have not been adjusted since FY09. Even with an increase, fees charged for our local shelters remain lower than those charged by Fairfax County, VA and Howard County, MD.

Group Picnic Areas

- Over 120 days of annual use of two (2) semi-private permitted group picnic areas
- Available April - October on a permitted basis only
- Uses include birthday and graduation parties, reunions, and other social or business gatherings

Description	Current Fee	Previously Approved Effective Date	Proposed Fee
Group picnic areas	\$330/day, resident \$396/day, non-resident	July 1, 2010	\$350/day, resident \$420/day, non-resident

Additional Revenue: \$2,000
 Effective Date: July 1, 2013
 Justification for Increase: Our group picnic areas are semi-private areas designed for large gatherings of up to 175 people. These areas offer multiple shelters with tables, permanent bathrooms with electricity, volleyball courts, horseshoe pits, and a large field for open play. Sports equipment is provided with the rental and includes softballs, bats and bases, horseshoes, a Frisbee, and a volleyball net and ball. The increase aligns our fees with those being charged for similar facilities by neighboring jurisdictions including Howard County, MD, and Fairfax County, VA. Fees for our group picnic areas have not been adjusted since the beginning of FY11.

Regional/Recreational Park Picnic Shelters

- Over 1,287 annual rentals of 64 permitted regional and recreational park picnic shelters
- These shelters are located in our regional and recreational parks which offer renters access to large adventure playgrounds, boat rentals, hard and natural surface trails, miniature trains, and other similar amenities not available to renters of local park shelters
- Available April - October on a permitted and first come, first served basis
- Uses include birthday and graduation parties, reunions, and other social gatherings

Description	Current Fee	Previously Approved Effective Date	Proposed Fee
Regional/recreational park picnic shelters	\$125/day, medium size, resident \$150/day, medium size, non-resident \$225/day, large, resident \$270/day, large, non-resident	July 1, 2010	\$150/day, medium size, resident \$180/day, medium size, non-resident No changes proposed for large shelters

Additional Revenue: \$19,000

Effective Date: July 1, 2013

Justification for Increase: Fees for our regional and recreational park medium picnic shelters (40-95 person capacity) are being adjusted so they are more in line with those charged for similar facilities by other regional jurisdictions, including Fairfax County, VA, Prince George's, MD, and Howard County, MD. For shelters of similar capacity with access to similar amenities, those jurisdictions charge between \$125/day (60-75 person capacity) and \$200/day (50-100 person capacity). We are not recommending an increase for the large shelters.

Special Event Permits

- Over 150 Special Events hosted by third parties annually
- Events are hosted year-round
- Permitted events include Walk-A-Thons, Foot Races, Concerts, Cultural Festivals, Sports Tournaments, Bike-A-Thons, etc.

Description	Current Fee	Previously Approved Effective Date	Proposed Fees
Special Event Permits	\$50 Regular Application Fee \$150 Expedited Application Fee	July 1, 2010	\$85 Regular Application Fee \$185 Expedited Application Fee

Additional Revenue: \$4,500
 Effective Date: July 1, 2013
 Justification for Increase: Over 150 third party special events are hosted on parkland each year. Each event must be reviewed and approved by park management, Park Police and the Director’s Office to ensure the proposed activities and use of land are appropriate. We are recommending an increase in our special event application fee to align our fees with those charged by other regional jurisdictions and cover the review and administrative costs for each event.

Grounds Fee for Special Event Permits

- Over 20% of all third party special events use park grounds and not rental facilities for their events
- These events are hosted year-round
- Uses include Walk-A-Thons, Foot Races, Concerts, Cultural Festivals, Bike-A-Thons, etc.

Description	Current Fee	Effective Date	Proposed Fee
Special Event use of Park Grounds	N/A	N/A	\$400 (Local Parks, events with less than 500 participants) \$800 (Local Parks, events with 500 – 1,000 participants) \$500 (Rec/Reg Parks, events with less than 500 participants) \$1,000 (Reg/Reg Parks, events with 500 – 1,000 participants)

Additional Revenue: \$8,000
 Effective Date: July 1, 2013
 Justification for Increase: A considerable number of third party Special Events do not rent facilities for their events but are granted exclusive use of park trails, grounds and open space to set up event tents, check-in tables, beer gardens, and other allowable equipment or activities. Currently, these groups pay only the application fee. A

separate grounds fee is being recommended for these events in exchange for the exclusive use being permitted and to cover the “wear and tear” impact of the event. Some jurisdictions charge a participation fee of \$2 - \$5/person; such a formula is often difficult to administer, so we are recommending a fixed fee similar to Baltimore County, MD.

Special Use Permits

- Over 83 Special Uses are requested annually
- Requests are received year-round
- Special use requests include aeronautical equipment set-up, night time vehicle parking for non-Park events, nighttime stargazing groups, moon bounces, community yard sales, etc.

Description	Current Fee	Effective Date	Proposed Fee
Special Use of Park Property	N/A	N/A	\$35 Application Fee \$5/vehicle parking fee

Additional Revenue: \$3,000

Effective Date: July 1, 2013

Justification for Increase: Each Special Use request is reviewed by park management and approved by the Director of Parks to ensure the requested use is appropriate. These requests are then entered into the permit system to notify park managers, Park Police, and others that the activity has been approved. Typically, no fee is charged for these special use requests. An application fee is being recommended to cover the review and administrative costs. In addition, a \$5/vehicle parking fee is being recommended for the use of park parking lots after hours for special use requests that include private vehicle parking. This permit would also be required for non-facility-based business activities such as boot camps and other private fitness programs, stroller mom groups, and other commercial classes or programs utilizing open park spaces, parking lots, trails, and other park property.

Enterprise Division Facilities

Admission Fees

Seasonal Facilities

Cabin John Miniature Train
Cabin John Recreational Park
7410 Tuckerman Ln
Rockville, MD 20852

Wheaton Train & Carousel
Wheaton Regional Park
2000 Shorefield Road
Wheaton, MD 20902

FY12 Attendance – 69,520; Revenue \$131,000
 FY 12 Rentals – 125; Revenue \$20,800
 Halloween Attendance (included above) 7,630
 Halloween Revenue (included above) \$ 38,000

FY12 Attendance – 191,466; Revenue \$308,400
 FY12 Rentals – 176; Revenue \$25,750
 Halloween Attendance (included above) 3,800
 Halloween Revenue (included above) \$ 19,000

- Seasonal Operations
- Hours of Operation
 - Spring Break, daily 10am – 6pm
 - April, May, weekends 10am – 6pm
 - Memorial Day through Labor Day, daily 10am – 6pm
 - September, weekends 10am – 6pm
 - October, weekend & selected days/hours, Halloween festivities
- Usage – Amusement Rides, Birthday Parties
- Clients served – primarily Maryland, District of Columbia, Virginia residents

Description	Current Fee	Previously Approved Effective Date	Proposed Fee
Admission	\$ 1.75	April '09	\$ 2.00
Discount Books (10 rides)	\$ 15.75	April '09	\$ 18.00

Additional Revenue: \$ 65,000
 Effective Date: July 1, 2014; Implementation date January 1, 2015
 Justification for Increase: Comparative research with surrounding areas reflect that our requested increase would be comparative with other facilities. Prices have not increased since April 2009, and would still offer affordable pricing.

Facility Rentals

Athletic Rentals

Cabin John Ice Rink
10610 Westlake Dr.
Rockville, MD. 20852

Wheaton Ice Arena
11717 Orebaugh Avenue
Wheaton, MD 20902

- Operating hours – Open all year round; seven days a week; hours vary depending on location
- Usage: Hockey, Figure skating, Dance, Speed Skating, General Skating, Synchronized Skating, Learn to Skate programs
- Clients Served: Maryland, Washington DC and Northern Virginia
- Over 3,000 hours of leased ice rentals per year

Description	Current Fee	Previously Approved Effective Date	Proposed Fee
Leased Ice Fee, hour	\$ 325.00	Sept '09	\$ 340.00

Additional Revenue: \$ 46,000

Effective Date: July 1, 2013; Implementation date September 1, 2014

Justification for Increase: Increasing utility costs, to be more in line with other ice rink facilities of similar size in the area.

Campsites

Little Bennett Campground,
23701 Frederick Road
Clarksburg, MD 20871

- Open daily for tent and RV camping April 1 through October 31 (weekends only in March and November)
- Usage:
 - Facility includes 91 wooded campsites in a 3,700 acre park
 - Located in northern part of the County
 - Activities held at Hawks Reach facility during the season, but may be available for rental when not in use
 - Various interpretive programs hosted on a regular basis
- Clientele served: all ages from a wide variety of geographic locations, including overseas

Proposed: Provide senior and military discounts, Sunday-Thursday (excluding holidays), at flat rates of \$15/\$18 night tented campsite, \$25/\$30 30amp electric site, and \$35/\$42 night 50amp electric site.

Implement Hike-In Only campsite fee, previously approved as Primitive fee.

○ Up to 25 people - \$25R/\$30NR

○ 26-60 people \$50R/\$55NR

Implement fees for Group Camping Area - \$75R/\$85NR

Description	Current Fee	Previously Approved Effective Date	Proposed Fee	Non Bi-County Fee
Group Site, Little Bennett***	\$ 110.00	Jul '10	\$ 75.00**	\$ 85.00**
Hike-In Only, >25 campers	\$ 21.00	Jan '11	\$ 25.00**	\$ 30.00**
26-50 campers	\$ 21.00	Jan '11	\$ 50.00**	\$55.00**
Tent Site, Senior/Military*	\$21.00/\$25.00	Pilot	\$ 15.00**	\$ 18.00**
Electric Site, Senior/Military*	\$31.00/\$37.00	Pilot	\$ 25.00**	\$ 30.00**
Electric Site 50 amps, Senior/Military*	\$41.00/\$49.00	Pilot	\$ 35.00**	\$ 42.00**

*Fee is Monday-Thursday **Fee is per day *** Fee is per 60 campers

Additional Revenue: *Group site: \$ 2,320.00; Hike-In Only \$ 560.00; Senior/Military \$9,808.00*
Effective Date: *July 1, 2013; Implementation date January 1, 2014*
Justification for Increase: *Group Site: The group camping area will be located in the Little Bennett Campground directly across from A Loop and will accommodate groups up to 60 people. This site will contain approximately 12 tent sites, 6 picnic tables, 3 fire rings/grills, one large fire ring, and parking for 27 vehicles. ADA accommodations will be available at some sites.*
Hike-In Only: This facility was formerly the Group Camping Area at the Kingsley location. It has been closed to allow foot traffic in the area. We are creating a new type of camping experience for those visitors interested in backpacking and primitive camping.
Senior/Military: The implementation of discounted rates for seniors and military would be more attractive to both of these demographics. By offering senior rates, we would be able to fill otherwise vacant campsites during the slower mid-week period, when retirees and older users are travelling and recreating. In regards to offering military discounts, we would not only be showing respect to our service members, but also creating a positive impression on both the military market as well as the general public. The active military market (active duty, reservists, retired, and employees) equals over 8.2 million consumers, while veterans and military spouses total nearly 40 million consumers. A recent survey found that 94% of present and past military personnel state that they notice when companies are "military-friendly" and have a positive impression of those companies.

Event Centers – FY14

Change in Seasonal designation, Event Centers

Current

Rockwood Manor and Seneca Lodge
Seasonal - April through December
Off-Season – January through March
Agricultural History Farm Park and Woodlawn Manor
Seasonal – April through December
Off-Season – January through March

Requested

Rockwood Manor and Seneca Lodge
Seasonal - March through November
Off-Season – December through February
Agricultural History Farm Park and Woodlawn
Seasonal – April through October
Off-Season – November through March

During the last three years the popularity of March reservations has increased, primarily due to the reduced fee offerings to entice reservations during a normally slow period of time; December has now become a difficult month to book. By re-designation the seasonal structure, we'll be inviting business during a traditionally slow time, while benefiting from the popularity of March. For the initial implementation year, the requested fee will be introduced at a 25% increase.

Catering Services Fee

- Requested by clients to be included into rental contracts
- Contracts currently exist with Commission approved vendors to supply such services
- Meet customer needs to increasing bookings

Description	Current Fee	Previously Approved Effective Date	Proposed Fee
Event Center Catering Services	N/A	N/A	\$ 10.00 - \$50.00, depending on contract

Additional Revenue: \$ 2,500.00
 Effective Date: July 1, 2013; Implementation date July 1, 2014
 Justification for Increase: Requests for catering services are provided and the catering service cost is charged to the client with an additional cost recovery of 10-15%.

Agricultural History Farm Park
18400 Muncaster Road
Derwood, MD 20855

- The 410 acre Agricultural History Farm Park includes a turn-of-the century farm house and barn, contemporary Activity Center and beautiful meadows
- Located in Derwood, Maryland
- Facility is available for rent for social events, including weddings, family reunions, anniversary, holiday or birthday parties
- Facilities include the Activity Center's Harvest Room, the Barn and the Meadow
- Facility rentals for social events began in May of 2010
- Removal of multiple facility designations; rentals incorporate all facilities except Activity Center

Description	Current Fee	Previously Approved Effective Date	Proposed Fee
Friday, Sunday & Holiday	\$ 1,440.00/\$ 1,725.00	Jan '12	\$ 1,915.00/\$ 2,200.00
Saturday	\$ 1,785.00/\$ 2,140.00	Jan '12	\$ 2,260.00/\$ 2,615.00

Additional Revenue: \$0 due to reclassification of fee
 Effective/Implementation Date: Immediately
 Justification for Increase: Pricing would incorporate the trailer fee, since required for events. Previously the fee was reflected as an extra fee, leading clients to assume that it was optional.

Rockwood Manor
11001 MacArthur Boulevard
Potomac, MD 20854

- Operating hours – Office 8a – 5p weekdays, evening and weekend scheduled events

- Usage – Clients use the space for Social and Business Events needing overnight accommodations
- Clients Served –Patrons in Montgomery/Prince George’s County and area jurisdictions
- Rockwood Manor offers unique opportunities for both business and social events
- Built in the 1920s, it was the former Rockwood National Girl Scout Program Center
- Became property of M-NCPPC in 1981
- Rockwood Manor is nestled in 30 acres of woods and steps away from the C&O Canal
- With overnight lodging for over 100 people, accommodations include ten hotel-style guest rooms and three climate-controlled cabins

Description	Current Fee	Previously Approved Effective Date	Proposed Fee
French House	\$ 150.00/\$ 180.00	Jul '10	\$ 200.00/\$ 250.00
All Guest Rooms, with rental package	\$ 650.00/\$ 780.00	July '10	\$ 750.00/\$ 900.00

Additional Revenue: French House - \$1,350; All Guest Rooms - \$1500

Effective/Implementation Date: Immediately

Justification for Increase: *French House:* The number of private bedrooms in the French House has been increased from two to three, in addition to many improvements to upgrade the accommodations, although there is only a shared bathroom.
All Guest Rooms: Fees have not increased since July '10, although many improvements have been made to all of the guest rooms, including new bedding, upgraded kitchen areas, etc.

Woodlawn Manor
16501 Norwood Road
Sandy Spring, MD

- One of the finest estates in the county dating from the early 1800s. Includes a handsome manor house and a collection of outer buildings in a beautifully landscaped setting
- Current usage offers Manor House rooms, accommodating indoor events up to 60 guests. Outdoor events take place in a picturesque gazebo garden
- Recent facility enhancements: installation of a permanent Tent Pad, purchase of a 30' x 60' sized tent, new lights (walkway and inside tent)

Manor House, Tent & Grounds

Seasonal (Apr – October) Rates (8 consecutive hours)

Description	Current Fee	Previously Approved Effective Date	Proposed Fee
Friday, Sunday & Holiday	\$ 2,860.00/\$ 3,435.00	Jan '12	\$ 3,370.00/\$ 4,045.00
Saturday	\$ 3,190.00/\$ 3,830.00	Jan '12	\$ 3,700.00/\$ 4,440.00

Additional Revenue: \$ 9,000

Effective/Implementation Date: Immediately

Justification for Increase: After construction of the tent pad, the tent rental program was successful enough to warrant the purchase of our own smaller 20x20 tent that will provide extra room. Proposed fees are to incorporate this tent pricing

within the facility rental fee, thus allowing cost recovery for the tent purchase, rather than paying a contractors fee.

Event Centers – FY15

Request for 15% increase in rental fees for the Enterprise Division’s Event Centers to be implemented mid-year FY15 in order to remain competitive with surrounding similar facilities; most of the fees have not increased since Jul ’10, with the exception of the additional fees for tenting services, which required major renovations of our properties.

Agricultural History Farm Park
18400 Muncaster Road
Derwood, MD 20855

Description	Current Fee	Previously Approved Effective Date	Proposed Fee
Friday, Sunday & Holiday	\$ 1,915.00/\$ 2,200.00	Above	\$ 2,200.00/\$ 2,640.00
Saturday	\$ 2,260.00/\$ 2,615.00	Above	\$ 2,600.00/\$ 3,120.00

Additional Revenue: \$ 5,250
 Effective Date: July 1, 2013; Implementation date January 1, 2014

Rockwood Manor
11001 MacArthur Boulevard
Potomac, MD 20854

Conferences & Meetings (8 Consecutive Hours)

Description	Current Fee	Previously Approved Effective Date	Proposed Fee
Hoover	\$ 525.00/\$ 630.00	Jul '10	\$ 600.00/\$ 720.00
Great Falls	\$ 400.00/\$ 480.00	Jul '10	\$ 460.00/\$ 552.00
Brooke Hall	\$ 575.00/\$ 690.00	Jul '10	\$ 660.00/\$ 792.00
Caughey & Salomon	\$ 400.00/\$ 480.00	Jul '10	\$ 460.00/\$ 552.00
Knox Hall	\$ 325.00/\$ 390.00	Jul '10	\$ 375.00/\$ 450.00
Hoover, Caughey & Salomon	\$ 800.00/\$ 960.00	Jul '10	\$ 920.00/\$ 1,105.00
Brooke Hall & Great Falls Room	\$ 800.00/\$ 960.00	Jul '10	\$ 920.00/\$ 1,105.00
French House	\$ 350.00/\$ 420.00	Jul '10	\$ 405.00/\$ 485.00
Extra Hour – per Hour	\$ 150.00/\$ 180.00	Jul '10	\$ 175.00/\$ 210.00

Social Package (8 Consecutive Hours), Seasonal (Mar- Nov)

Description	Current Fee	Previously Approved Effective Date	Proposed Fee
Monday – Thursday	\$ 1,900.00/\$ 2,280.00	Jul '10	\$ 2,200.00/\$ 2,640.00
Friday, Sunday & Holiday	\$ 3,400.00/\$ 4,080.00	Jul '10	\$ 3,925.00/\$ 4,710.00
Saturday	\$ 4,000.00/\$ 4,800.00	Jul '10	\$ 4,600.00/\$ 5,520.00

Social Package (8 Consecutive Hours), Off-Season (Dec - Mar)

Description	Current Fee	Previously Approved Effective Date	Proposed Fee
Monday – Thursday	\$ 1,200.00/\$ 1,440.00	Jul '10	\$ 1,380.00/\$ 1,660.00
Friday, Sunday & Holiday	\$ 1,500.00/\$ 1,800.00	Jul '10	\$ 1,725.00/\$ 2,070.00
Saturday	\$ 2,000.00/\$ 2,400.00	Jul '10	\$ 2,300.00/\$ 2,760.00

Special 4 Hour Package (Hoover Room or Brooke Hall)

Description	Current Fee	Previously Approved Effective Date	Proposed Fee
Any Day	\$ 500.00/\$ 600.00	Jul '10	\$ 575.00/\$ 690.00
Extra Social Hour – per Hour	\$ 300.00/\$ 360.00	Jul '10	\$ 345.00/\$ 415.00

Guest Rooms (per night)

Description	Current Fee	Previously Approved Effective Date	Proposed Fee
Single Room (double occupancy)	\$ 95.00/\$ 114.00	Jul '10	\$ 110.00/\$ 132.00
Carolyn Cottage, Room 1 & 5	\$ 105.00/\$ 126.00	Jul '10	\$ 121.00/\$ 145.00
Addl Person per room	\$ 12.00/\$ 14.50	Jul '10	\$ 14.00/\$ 17.00
All Guest Rooms w/pkg	\$ 750.00/\$ 900.00	Above	\$ 865.00/\$ 1,040.00

Dormitory-Style Housing

Description	Current Fee	Previously Approved Effective Date	Proposed Fee
Per Person	\$ 18.00/\$ 21.50	Jul '10	\$ 21.00/\$ 25.00
Dormitories –Min (Fri, Sat) 20 person minimum	\$ 360.00/\$ 432.00	Jul '10	\$ 415.00/\$ 500.00
French House – Base fee (plus per person rate	\$ 150.00/\$ 180.00	Jul '10	\$ 175.00/\$ 210.00

Retreat Packages – All meeting rooms, Guest Rooms, Dormitories

Description	Current Fee	Previously Approved Effective Date	Proposed Fee
1 days, 2 nights, weekends	\$ 5,995.00/\$ 7,195.00	Jul '10	\$ 7,000.00/\$ 8,400.00
2 days, 3 nights, weekends	\$ 6,995.00/\$ 8,395.00	Jul '10	\$ 8,000.00/\$ 9,600.00
3 days, 4 nights, weekend	\$ 7,995.00/\$ 9,495.00	Jul '10	\$ 9,000.00/\$10,800.00
2 days, 1 night, weekday	\$ 4,000.00/\$ 4,800.00	Jul '10	\$ 4,600.00/\$ 5,525.00
3 days, 2 nights, weekday	\$ 5,000.00/\$ 6,000.00	Jul '10	\$ 5,750.00/\$ 6,900.00
4 days, 3 nights, weekday	\$ 6,000.00/\$ 7,200.00	Jul '10	\$ 6,900.00/\$ 8,200.00

Additional Revenue:

\$ 31,800

Effective Date:

July 1, 2013; Implementation date January 1, 2014

Seneca Lodge
 14500-A Clopper Road,
 Boyds, MD 20841

Seasonal (Mar - Oct) Rates (8 consecutive hours)

Description	Current Fee	Previously Approved Effective Date	Proposed Fee
Monday – Thursday	\$ 2,950.00/\$ 3,540.00	Jul '12	\$ 3,295.00/\$ 3,955.00
Friday, Sunday & Holiday	\$ 3,330.00/\$ 3,996.00	Jul '12	\$ 3,850.00/\$ 4,625.00
Saturday	\$ 3,770.00/\$ 4,524.00	Jul '12	\$ 4,335.00/\$ 5,200.00

Off-Season (Dec - Feb) Rates (8 consecutive hours)

Description	Current Fee	Previously Approved Effective Date	Proposed Fee
Monday – Thursday	\$ 800.00/\$ 960.00	Jul '10	\$ 920.00/\$ 1,105.00
Friday, Sunday & Holiday	\$ 990.00/\$ 1,188.00	Jul '12	\$ 1,140.00/\$ 1,370.00
Saturday	\$ 1,210.00/\$ 1,452.00	Jul '12	\$ 1,395.00/\$ 1,675.00

Business Meetings

Description	Current Fee	Previously Approved Effective Date	Proposed Fee
Any day	\$ 650.00/\$ 780.00	Jul '10	\$ 748.00/\$ 900.00
Extra Hour – per hour	\$ 125.00/\$ 150.00	Jul '12	\$ 145.00/\$ 175.00

Special 4-Hour Package

Description	Current Fee	Previously Approved Effective Date	Proposed Fee
Any day	\$ 500.00/\$ 600.00	Jul '10	\$ 920.00/\$ 1,105.00
Extra Hour – per hour	\$ 300.00/\$ 360.00	Jul '12	\$ 345.00/\$ 415.00

Additional Revenue: \$ 29,000
 Effective Date: July 1, 2013; Implementation date January 1, 2014

Woodlawn Manor
 16501 Norwood Road
 Sandy Spring, MD

Manor House & Grounds
 Seasonal (Apr - Oct) Rates (8 consecutive hours)

Description	Current Fee	Previously Approved Effective Date	Proposed Fee
Monday - Thursday	\$ 1,000.00/\$ 1,200.00	Jul '10	\$ 1,915.00/\$ 2,200.00
Friday, Sunday & Holiday	\$ 1,375.00/\$ 1,650.00	Jan '12	\$ 3,075.00/\$ 3,580.00
Saturday	\$ 1,705.00/\$ 2,046.00	Jan '12	\$ 2,260.00/\$ 2,615.00

Manor House, Tent & Grounds

Seasonal (Apr - Oct) Rates (8 consecutive hours)

Description	Current Fee	Previously Approved Effective Date	Proposed Fee
Monday - Thursday	\$ 2,350.00/\$ 2,820.00	Jul '10	\$ 2,700.00/\$ 3,240.00
Friday, Sunday & Holiday	\$ 3,370.00/\$ 4,045.00	Above	\$ 3,875.00/\$ 4,650.00
Saturday	\$ 3,700.00/\$ 4,440.00	Above	\$ 4,255.00/\$ 5,100.00

House & Grounds

Off-Seasonal (Nov -Mar) Rates (8 consecutive hours)

Description	Current Fee	Previously Approved Effective Date	Proposed Fee
Monday - Thursday	\$ 500.00/\$ 600.00	Jul '10	\$ 575.00/\$ 690.00
Friday, Sunday & Holiday	\$ 625.00/\$ 750.00	Jul '10	\$ 725.00/\$ 870.00
Saturday	\$ 775.00/\$ 930.00	Jul '10	\$ 895.00/\$ 1,075.00

Business Rates (8 consecutive hours)

Description	Current Fee	Previously Approved Effective Date	Proposed Fee
Monday - Thursday	\$ 500.00/\$ 600.00	Jul '10	\$ 575.00/\$ 690.00
Friday, Sunday & Holiday	\$ 625.00/\$ 750.00	Jul '10	\$ 725.00/\$ 870.00
Saturday	\$ 775.00/\$ 930.00	Jul '10	\$ 895.00/\$ 1,075.00

Special 4-Hour Rates

Description	Current Fee	Previously Approved Effective Date	Proposed Fee
Any day	\$ 500.00/\$ 600.00	Jul '10	\$ 575.00/\$ 690.00
Extra Hour – per hour	\$ 300.00/\$ 360.00	Jul '12	\$ 345.00/\$ 415.00

Additional Revenue: \$ 23,600.00

Effective Date: July 1, 2013; Implementation date January 1, 2014

Event Center Chart
Rentals History

Calendar Year	Agricultural History Farm Park		Woodlawn Manor	
	Number of Events	Revenue	Number of Events	Revenue
2011	19	\$ 18,073	55	\$ 114,877
2012	30	\$ 41,121	59	\$ 133,720
2013	16	\$ 37,279	49	\$ 127,375
2014	2	\$ 3,700	1	\$ 3,700

Seasonal Facilities

South Germantown Splash Playground and Miniature Golf
South Germantown Regional Park
18056 Central Park Circle
Boys, MD 20841

- Open Memorial day through Labor Day
- Splash Playground and Miniature Golf opened in 2002
 - Due to customer requests, tented areas were created in 2007
 - Originally containing a splash playground and two professional miniature golf courses, one golf course was removed in 2010 to re-purpose areas providing more tenting rental usage
 - More recent improvements to the facility include re-location of the tented areas to be fully contained within the facility, and addition of water features
- Clientele served: all ages from a wide variety of geographic locations, including various summer MNCPPC and non-MNCPPC summer camps

Description	Current Fee	Previously Approved Effective Date	Proposed Fee*
Splash Party	N/A	N/A	\$ 200.00
Splash Party w/Golf	N/A	N/A	\$ 225.00

* Fee is for a two hours for 20 participants

Additional Revenue: \$ 3,000.00

Effective Date: Immediately

Justification for Increase: Fees for tent rentals are in large demand during the day, however evenings are slow. Implementing special party rental fees, designed for total facility rental after closing will attract additional customers while allowing cost recovery for our staffing needs.

Summary of Projected Revenue Per proposed increases Per year fee is implemented	FY14/FY15
Public Affairs Community Partnerships Division	
Athletic Rentals	
Local Park Athletic Fields	\$ 120,000
Reg/Rec Park Athletic Fields	\$ 25,000
Synthetic Park Athletic Fields (Outdoor)	(\$30,000)
Park Activity Buildings	\$ 80,000
Shelters	
Local Park Picnic Shelters	\$ 2,500
Group Picnic Area Shelters	\$ 2,000
Reg/Rec Park Picnic Shelter	\$ 19,000
Special Event Permits	
Administrative Fee	\$4,500
Grounds Fee for Special Event Permits	\$ 8,000
Special Use Permits	\$ 3,000
Total Public Affairs Community Partnerships Division	\$234,000
Enterprise Division	
Admission Fees	\$ 65,000
Facility Rentals	
Athletic Rentals – Ice Rinks	\$46,000
Campsites	\$12,688
Event Centers – FY14	\$14,350
Event Centers – FY15	\$89,650
Seasonal Facilities (Splash Park)	\$ 3,000
Total Enterprise Division	\$ 230,688

Regional Fee Comparison – Athletic Fields

As of February 2013

Jurisdiction	Fee Charged	Comments / Recommendation
Fairfax County, VA	\$5.50/ participant / team / season for leagues \$5.50/ participant / season for groups \$15/ team / tournament \$50/ facility for one time use / application	Same fees are charged for rectangular and diamond fields.
Howard County, MD	\$8/ hour, Youth Leagues use of diamond Fields \$24/ hour, Adult Leagues use of diamond Fields \$40/ hour, Adult 1 time use of diamond fields \$14/ hour, Youth Leagues use of rectangular fields \$40/ hour, Adult League use of rectangular fields \$14/ hour, Youth Leagues use of turf fields \$75/ hour, Adult Leagues use of turf fields \$30 additional for lit fields where applicable	
Frederick County, MD	\$110/ season / unlit field / week \$240/ season / lit field / week \$45/ lit field / day \$20/ hours of public use for lit fields (In-Season) \$40/ hours of public use for lit fields (Out-of-Season)	\$100 security deposit required for each field requested.
Arlington County, VA	\$50/hour for resident use of lit fields \$100/hour for non-resident use of lit fields \$30/hour for resident use of unlit fields \$60/hour for non-resident use of unlit fields \$90/hour for resident use of synthetic unlit fields \$180/hour for non-resident use of synthetic unlit fields \$115/hour for resident use of synthetic lit fields \$230/hour for non-resident use of synthetic unlit fields	Same fees are charged for rectangular and diamond fields.
Anne Arundel County, MD	\$350/10 week season (10 games) for league use of softball fields \$750/10 week season (20 games) for league use of softball fields \$120/game for single game college softball \$85/game for in-county college baseball \$160/game for out of county college baseball \$75/game for in-county high school baseball \$130/game for out of county high school baseball \$80/game for in-county adult baseball \$120/game for out of county adult baseball \$45/hour for multipurpose fields	League fees are the equivalent of \$35/game.
District of Columbia	\$39/ hour unlit Grass fields \$64/ hour lit Grass fields \$64/ hour unlit Turf Grass field \$65/ hour lit Turf Grass field \$39/ hour unlit Premier Grass field \$64/ hour lit Premier Grass field	Premier Fields are equivalent to the Department's Recreational / Regional Park Fields.
Baltimore City, MD	\$7.50 / hour for Youth unlit fields \$15.00 / hour for Adult unlit fields \$15.00 / hour for Youth lit fields \$30.00 / hour for Youth lit fields \$25.00 / hour for Youth / Adult Stadium fields \$50.00 / hour for Youth / Adult Stadium fields when a cover fee is being charged.	
Montgomery County, MD (Montgomery County Department of	\$5/hour for local park fields (games and practices) \$15/hour, youth use of unlighted recreational/regional park fields \$30/hour, youth use of lighted recreational/regional park fields	

Parks)	\$20/hour, adult use of unlighted recreational/regional park fields \$35/hour, youth use of lighted recreational/regional park fields \$125/hour, non-profit and resident use of synthetic turf fields \$200/hour, commercial and non-resident use of synthetic turf fields	
--------	--	--

**Regional Fee Comparison – Picnic Shelters
As of February 2013**

Jurisdiction	Fee Charged	Comments
Fairfax County, VA	<p>All fees vary by park, but below are the average prices.</p> <p>Small Shelters w/ Power; \$125/day Small Shelters w/out Power; \$100/day Medium Shelters w/ Power; \$175/day Medium Shelters w/out Power; \$155/day Large Shelters w/out Power; \$350/day Extra Large Shelters w/out Power; \$500/day</p>	<p>Small Size Capacity; 60 - 75 Medium Size Capacity; 100 – 125 Large Size Capacity; 180 - 300 Extra Large Size Capacity; 300 - 500</p>
Arlington, VA	<p>Residents - \$125/day Non-Residents - \$250/day</p>	<p>The capacity of shelters in Arlington varies from 50 – 200 but they are all the same fee.</p>
Howard County, MD	<p>Some fees vary by park, but below are the average prices.</p> <p>Small Shelters w/out Power; \$150/day Medium Shelters; \$155/day Medium Shelters w/ Power; \$320/day Large Shelter w/power; \$400/day Extra Large Shelters w/out Power; \$900/day</p>	<p>Small Size Capacity; 40 Medium Size Capacity; 60 – 120 Large Shelter Capacity; 120 – 300 (Similar to GPA) Extra Large Shelter Capacity; 300(Similar amenities to GPA with more space)</p>
Prince Georges County, MD	<p>Cosca Regional Park: The Pavilion, Residents - \$425/Day. Non-Residents - \$525/day</p> <p>Watkins Regional Park: Large Shelters, Residents - \$325/Day. Non-Residents \$425/day Medium Shelters, Residents Only - \$225/day</p> <p>Neighborhood Parks: Residents Only - \$200/day</p>	<p>Cosca Regional Park capacity; 250 and similar amenities as the GPAs. Watkins Regional Park Large shelters capacity; 150 and Medium shelters capacity; 100 and similar amenities as Rec/Reg Shelters. Neighborhood Park capacity; 50-100. Shelters are similar to Local Park shelters</p>
Montgomery County, MD	<p>Local Parks: Residents - \$60/half day, \$90/day Non-Residents - \$72/half day, \$108/day</p> <p>Recreational / Regional Parks: Large Shelters, Residents – \$225/day. Non-Residents - \$270/day Medium Shelters - \$125/day. Non-Residents - \$150/day</p> <p>Group Picnic Areas: Residents - \$330/day. Non-Residents \$396/day</p>	<p>Local Park capacity: 40 – 80</p> <p>Rec/Reg Park, Large Shelter capacity: 100 Rec/Reg Park, Medium shelter capacity: 40-95</p> <p>Group Picnic Area capacity: 175</p>

**Regional Fee Comparison – Special Events
As of February 2013**

Jurisdiction	Fee Charged	Comments
Baltimore City, MD	\$150 Application Fee - \$1,500 for 2,500 People & more \$75 Application Fee (High Visibility Parks) - \$500 Area / Impact Fee for 500 People or less - \$1,000 Area / Impact Fee for 501 – 2,500 People \$75 Application Fee (Large Parks) - \$250 Area / Impact Fee for 500 People or less - \$500 Area / Impact Fee for 501 – 2,500 People \$35 Application Fee (Small Neighborhood Parks) - \$200 Area / Impact Fee for 500 People or less - \$400 Area / Impact Fee for 501 – 2,500 People	Security Deposit varies by set up, it could be from \$500 - \$5,000
Anne Arundel County, MD	\$50 Event Fee & \$2 /person. 100 – 200 People \$100 Event Fee & \$2/ person. 201 – 300 People \$150 Event Fee & \$2/ person. 301 – 500 People \$250 Event Fee & \$2/ person. 501 – 1,000 People \$300 Event Fee & \$2/ person. 1,001 – 2,000 People \$350 Event Fee & \$2/person. 2,001 – 3,000 People \$400 Event Fee & \$2/person. 3,001 – 4,000 People \$450 Event Fee & \$2/person. 4,001 – 5,000 People \$500 Event Fee & \$2/person. 5,000 or more	
Washington, DC	\$98 Application Fee; - \$650 for 250 – 500 People - \$780 for 501 – 999 People - \$1,300 for 1,000 – 2,999 People - \$1,950 for 3,000 – 4,999 People - \$2,600 for 5,000 or more	Security Deposit \$1,000 \$1,500 \$2,500 \$2,500 \$2,500
Montgomery County, MD (Montgomery County Department of Parks)	\$50 Application \$150 Expedite Application Fee	There is an additional rental fee for facilities being used in conjunction with the Special Events at the regular rental fee.

**Regional Fee Comparison – Park Activity Building / Auditorium / Rooms
As of February 2013**

Jurisdiction	Fee Charged	Comments
Montgomery County Public Schools	<ul style="list-style-type: none"> . Govt. Agencies, MCPS & PTA non-enterprise classes - \$49/hour (Mon – Sun) . Non-Profit Org., HOAs, Community/Religions Activities - \$49/hour (Mon – Sun) . MCPS & PTA enterprise classes & For-profit child care - \$52.50 / hour (Mon-Fri before 6pm) \$55/hour (Fri after 6pm) \$61/hour (Sat – Sun) . Summer Camps & Clinics (Non-MCRD) - \$60 / hour (Mon – Sun) . Tournaments, Community/Religious Fundraisers - \$84 / hour (Mon-Fri before 6pm) \$90/hour (Fri after 6pm & Sat – Sun) . Non-Resident - \$150 / hour (Mon-Fri) \$155/hour (Sat – Sun) 	Montgomery County Public Schools rents Auditorium to the Public for different types of events and meetings. There is an additional start up \$16/building on weekends & holidays to cover staff arrival 15 minutes before and after events.
Howard County, MD	<ul style="list-style-type: none"> . Activity Meeting Room; Residents - \$40/hour & \$20/hour Kitchen Fee Non-Residents - \$50/hour & \$30/hour Kitchen Fee . West Friendship Room; Residents - \$50/hour & \$20/hour Kitchen Fee Non-Residents - \$60/hour & \$30/hour Kitchen Fee 	Most rented rooms in Howard County are in the same building and they have the same amenities as the PABs. Their maximum capacity is between 40 – 50 people.
Montgomery County Recreation Department	<ul style="list-style-type: none"> . Halls; Events with Food / Entertainment – Non-Profit; \$100/hour. Other Use; \$140/hour Events without Food / Entertainment – Non-Profit; \$75/hour. Other Use; \$100/hour . Large Rooms / Community Rooms; Events with Food / Entertainment – Non-Profit \$45/hour. Other Use; \$60/hour Events without Food / Entertainment – Non-Profit; \$20/hour. Other Use; \$60/hour 	Rental fees include MCRD staff being on site during events.
Arlington, VA	<ul style="list-style-type: none"> Small Multipurpose Room; Residents - \$55/hour Non-Residents \$110/hour Large Multipurpose Room; Residents - \$80/hour Non-Residents \$160/hour 	Small Rooms have a maximum capacity of 50 people with similar amenities as the PABs. Large Rooms have a maximum capacity of 250 people with similar amenities as the PABs.
Montgomery County, MD (Montgomery County Department of Parks)	<ul style="list-style-type: none"> Residents - Weekdays \$20/hour & Weekends \$40/hour Non-residents - Weekdays \$24/hour & Weekends \$48/hour Govt. Agencies - Weekdays \$10/hour & Weekends \$20/hour 	All PABs have a kitchen, warming oven, refrigerator, chairs / tables. Maximum Capacities varies from 70 - 180

AREA FEE SURVEY - MINI TRAINS AND CAROUSELS

Updated 2/13

	Cabin John	Wheaton	M-NCPPC - PG Watkins		Fairfax Park Auth Lake Fairfax/ Lake Accotink	Glen Echo (1)	The Mall in Columbia	The Maryland Zoo at Baltimore (2)	The National Mall Washington
			Resident	Non-Resident					
TRAIN									
Per Ride	\$1.75	\$1.75	\$1.50	\$1.75	\$2.50				
Discount Bk/Grp (10 rides)	\$15.50	\$15.50	\$12.50	\$15.00					
% Discount	11%	11%	17%	14%					
CAROUSEL									
Per Ride		\$1.75	\$1.50	\$1.75	\$1.75	\$1.25	\$1.50	\$3.00	\$3.50
Discount Bk/Grp (10 rides)		\$15.50	\$12.50	\$15.00				\$2.00 for members	
% Discount		11%	17%	14%					
PARTY ROOMS									
Party Room	\$175.00	\$150.00	\$100.00	\$120.00	\$130.00	\$220.00		\$495.00	

(1) Glen Echo Carousel capital repairs funded solely from donations.

(2) Price for rides is in addition to admission fee for the zoo.

AREA FEE SURVEY - EVENT CENTERS

FEE SURVEY - VENUE RENTALS
updated January 2013

Venue	Rockwood Manor	Seneca Lodge**	Woodlawn Manor**	Ag History ***	Brookside Gardens	Woodend ***	River Farm	Newton White	Oxon Hill Manor	Adelphi Mill
Maximum Capacity(1)	200	175	150	100	175	150	180	300	300	150
Overnight Accommodations	Yes	No	No	No	No	No	No	No	No	No
Caterer	Open	Open	Open	Open	Open	List	Open	Open	Open	
Bride's Room	Yes	Yes	Yes	Yes	Extra	Yes	Yes	Yes	Yes	
Residential/member discount	Yes (County)	Yes (County)	Yes (County)	Yes (County)	No	No	Yes (Member)	Yes	Yes (County)	
# of hours in social package	8	8	8	8	7	8 or 12	8 or 9	3 or 7	3 or 7	
In-Season Rates?	Yes	Yes	Yes	Yes	No	Yes	Yes	No	No	
Different rates for business meetings?	Yes	Yes	Yes	Yes	Yes	n/a	Yes	Yes	Yes	
SOCIAL MULTI-HOUR PACKAGES (2)										
In-Season										
Monday - Thursday	\$ 1,900/\$ 2,280	\$ 1,600/\$ 1,920	\$ 1,000/\$ 1,200	n/a	\$ 3,500/\$ 4,200	n/a	\$ 3,500	\$ 2,100	\$ 2,100	
Friday	\$ 3,400/\$ 4,080	\$ 1,980/\$ 2,376	\$ 1,375/\$ 1,650	n/a	\$ 3,500/\$ 4,200	\$ 5,000	\$ 5,500	\$ 3,700	\$ 3,700	
Saturday	\$ 4,000/\$ 4,800	\$ 2,420/\$ 2,904	\$ 1,705/\$ 2,046	\$ 1,785/\$ 2,140	\$ 3,500/\$ 4,200	\$ 8,800	\$ 10,000	\$ 4,400	\$ 4,400	
Sunday	\$ 3,400/\$ 4,080	\$ 1,980/\$ 2,376	\$ 1,375/\$ 1,650	\$ 1,440/\$ 1,725	\$ 3,500/\$ 4,200	\$ 5,000	\$ 9,000	\$ 3,700	\$ 3,700.00	
Holidays	\$ 3,400/\$ 4,080	\$ 1,980/\$ 2,376	\$ 1,375/\$ 1,650	\$ 1,440/\$ 1,725	\$ 3,500/\$ 4,200	\$ 5,000	\$ 9,000	\$ 3,700	\$ 3,700.00	
Off-Season										
Monday - Thursday	\$ 1,200/\$ 1,440	\$ 800/\$ 960	\$ 500/\$ 600	n/a	\$ 3,500/\$ 4,200	n/a	\$ 4,000	\$ 2,100	\$ 2,100	
Friday	\$ 1,500/\$ 1,800	\$ 990/\$ 1,188	\$ 625/\$ 760	n/a	\$ 3,500/\$ 4,200	\$ 2,200	\$ 4,000	\$ 3,700	\$ 3,700	
Saturday	\$ 2,000/\$ 2,400	\$ 1,210/\$ 1,452	\$ 775/\$ 930	\$ 775/\$ 930	\$ 3,500/\$ 4,200	\$ 2,800	\$ 4,000	\$ 4,400	\$ 4,400	
Sunday	\$ 1,500/\$ 1,800	\$ 990/\$ 1,188	\$ 625/\$ 760	\$ 625/\$ 750	\$ 3,500/\$ 4,200	\$ 2,200	n/a	\$ 3,700	\$ 3,700	
Holidays	\$ 1,500/\$ 1,800	\$ 990/\$ 1,188	\$ 625/\$ 760	\$ 625/\$ 750	\$ 3,500/\$ 4,200	n/a	n/a	\$ 3,700	\$ 3,700	NK

GUEST ROOMS	Single Occupancy	Double Occupancy
Rockwood Manor	\$ 95/\$ 114	\$ 95/\$ 114
Belmont Conference Center(3)	\$300-\$390	\$300-\$390
The Columbian Inn	\$225 - \$325	\$225 - \$325
The Brooklyn Inn	\$135 - \$250	\$135 - \$250
Gaithersburg Marriott	\$234 - \$254	\$234 - \$254
Bojler Center (Potomac)	\$149	\$149

(1) Maximum capacity indoors, usually standing reception
(2) Maximum rate provided. Lower rates or discounted residential rates may be available.

* Based on an hourly rate
** rates for facility and for facility plus tent displayed

FEE SURVEY - VENUE RENTALS
continued

Venue	Glenview Mansion	The Great Room	The Woman's Club of Chevy Chase	Snow Hill Manor	Montpelier Mansion	Prince George's Ballroom	Kentlands Mansion	VisArts	The Ballroom - Bethesda	Rock Creek Mansion
Maximum Capacity(1)	225	300	200	120	85	250	150	250	250	200
Overnight Accommodations	No	No	No	No	No	No	No	No	No	No
Caterer	Open	Open	Open	Open	Open	Open	Open	Open	Open	Open
Bride's Room	Yes	No	Yes	Yes	Yes	Yes	Yes	No	No	Yes
Residential/member discount	Yes (City)	Yes (County)	Yes (Member)	Yes (County)	Yes (County)	Yes (County)	Yes (City)	Yes (City)	No	No
# of hours in social package	7 or 10	3 or 7	3 or 8	3 or 7	3 or 7	7	7 or 8	4 or 9	3 or 8	7
In-Season Rates?	No	No	No	No	No	No	No	No	No	No
Different rates for business meetings?	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	No	No
In-Season										
Monday - Thursday	\$ 2,812	\$500/\$600	\$ 2,400	\$450/\$500	\$700/\$840	\$950/\$990	\$250 per hour	\$ 1,700	\$ 2,200	\$150/hr
Friday	\$ 2,812	\$ 1,800/\$ 2,200	\$ 3,000	\$550/\$650	\$800/\$960	\$ 1,600/\$ 2,000	\$ 1,250/\$ 1,875	\$ 2,800	\$ 5,000	\$ 2,100
Saturday	\$ 5,624	\$ 2,200/\$ 2,700	n/a	\$750/\$850	\$960/\$1150	\$ 2,000/\$ 2,400	\$ 1,375/\$ 2,500	\$ 3,850	\$ 5,000	\$ 2,500
Sunday	\$ 3,512	\$ 1,800/\$ 2,200	n/a	\$550/\$650	n/a	\$ 1,600/\$ 2,000	\$ 1,250/\$ 1,875	\$ 2,800	\$ 5,000	\$ 2,500
Holidays	NK		n/a	\$550/\$650	\$800/\$960	\$ 1,600/\$ 2,000	n/a			
Off-Season										
Monday - Thursday										
Friday										
Saturday										
Sunday										
Holidays	NK									

GUEST ROOMS	Double Occupancy	Double Occupancy
Rockwood Manor	\$ 95/\$ 114	\$95
Belmont Conference Center(3)	\$300-\$390	\$300-\$390
The Columbian Inn	\$225 - \$325	\$234-\$254
The Brooklyn Inn	\$135 - \$250	\$239-\$254
Gaithersburg Marriott	\$234 - \$254	\$74-\$109
Bolger Center (Potomac)	\$149	\$149

- (1) Maximum capacity indoors, usually standing reception
- (2) Maximum rate provided. Lower rates or discounted residential rates may be available.
- (3) Complete meeting package (includes meals, snacks, use of conference facilities, audio/visual).

* Based on an hourly rate

AREA FEE SURVEY - CAMPGROUNDS

Updated 1/13

	Little Bennett		M-NCPPC PG Watkins (1)		M-NCPPC PG Cosca (1)		Catoctin Mountain Park (NPS)	Cunningham Falls* State Park(2)	Gambrell* State Park(2)	Greenbrier* State Park(2)
	Resident	Non-Resident	Resident	Non-Resident	Resident	Non-Resident				
TENT CAMPING (NO ELECTRICITY)										
Weekday	\$21.00	\$25.00	\$12.00	\$20.00	\$12.00	\$20.00	\$20.00	\$21.49 + \$4.61	\$18.49 + \$4.61	\$21.49 + \$4.61
Weekend	\$21.00	\$25.00	\$12.00	\$20.00	\$12.00	\$20.00	\$20.00	\$22.49 + \$4.61	\$19.49 + \$4.61	\$22.49 + \$4.61
RV CAMPING (ELECTRICITY)										
30amp Weekday	\$31.00	\$37.00			\$15.00	\$23.00		\$27.49 + \$4.61	\$24.49 + \$4.61	\$27.49 + \$4.61
30amp Weekend	\$31.00	\$37.00			\$15.00	\$23.00		\$28.49 + \$4.61	\$25.49 + \$4.61	\$28.49 + \$4.61
50amp Weekday	\$41.00	\$49.00								
50amp Weekend	\$41.00	\$49.00								

1) M-NCPPC PG offers a senior citizen rate of \$10 for non-electric sites and \$13 for electric sites. They also offer group rates.

2) State Parks *Second charge of \$4.61 is a *nightly* reservation fee

*State Parks also offer senior discounts Sun-Thurs, excluding holidays holidays (1/2 price w/ the one-time purchase of \$10 Golden Age Pass). Group rates also available

	Cherry Hill Campground* [College Park]	KOA Duncan's Family CG* [Lothian, MD]	Rambling Pines Campground*
TENT CAMPING (NO ELECTRICITY)			
Weekday	\$47.00	\$41.00	\$32.50
Weekend	\$47.00	\$46.00	\$32.50
RV CAMPING (ELECTRICITY)			
30amp Weekday	\$62.00	\$54.00	\$45.00
30amp Weekend	\$62.00	\$59.00	\$45.00
50amp Weekday		\$59.00	
50amp Weekend		\$64.00	

*Private Campgrounds - off season rates may be lower; discounts for club affiliations (ex. AAA, etc) may be offered.

(Duncan's offers 15% senior AND military discount)

(Cherry Hill offers 10% senior AND military discount)

(Rambling Pines offers 10% senior discount)

Planning Board members,

Based strictly on the dollar figures in the proposed change in fees for M-NCPPC Montgomery Parks athletic fields, the comparative value to neighboring counties may seem justified to board members. However, I would like to place this \$2.00 per hour increase into a much different perspective relative to overall costs. Permits are by far the single largest budget item in our ledger costing more than uniforms, umpires, or equipment. It consumes more than 40% of our organization's expenditures, running into the tens of thousands of dollars annually.

We are a young organization in existence for only six years, and a comparatively small baseball organization with fewer than 350 participants. One county baseball organization with about 4000 participants will have their permit fees approach \$250,000.00 with the proposed increase. That illustration hopefully places into stark financial terms what a \$2.00 per hour fee increase becomes to an existing organization. We are an all-volunteer, not for profit organization that provides a time-tested, traditional, and financially viable option to local parents. The Planning Board's last field permit fee increase resulted in our organization raising rates, and we would obviously have to follow suite with this proposed fee increase.

I personally loathe individuals who complain about rules or rule changes, yet offer no pragmatic solution to the underlying dilemma. In that spirit, here are several ideas that could help to eliminate or at least mitigate the Planning Board's proposed 40% increase in local park field costs. Within the last few years the elimination of spot-a-pot services was put into effect unless advertisers/businesses agreed to absorb the costs. Making the fields or fencing available to marketing banners has worked in numerous baseball organizations in other states. (N.J., N.O., PA.) Businesses would likely pay for the right to have their ads in front of several thousand potential customers annually, which would offset field maintenance costs. Selling off the synthetic turf parks would simply eliminate the need to "hopefully encourage more use" in lieu of 20-25% permit fee reductions. By comparison, organizations are constantly vying for local and regional field permit usage. The encumbrance on the budget that those fields (lack of use) may contribute to the Planning Board's time and consideration would then disappear. A third alternative could be to increase the field fees solely for adult programs such as soccer and softball. A majority of citizens would not stridently argue with the position that children's activities be given some deference or advantage.

The position in which the Planning Board finds itself is unenviable by any measure. Everyone understands how cash strapped local and state municipalities have become in recent years. However, the proposed fee increase to cover "costs of maintenance, materials, and utilities", which is being passed on to non-profit organizations may begin to make the activities for which these fields were intended financially unviable. Perhaps giving consideration to these alternatives could reduce your overhead, increase your funding, and allow permit fees to remain static.

Sincerely,

Alan Friedman

Volunteer Coordinator
Clarksburg Baseball & Softball

Adejo, Haviz

From: Tony Korson <tony@koasports.org>
Sent: Wednesday, May 22, 2013 2:52 PM
To: Adejo, Haviz
Subject: RE: Feedback for Fee Memo.

Haviz,

Thanks for the call today. I think your stance of raising the permit fees are great. The county can use the extra revenue. Good luck at the forum.

Thanks,

Tony

--
Tony Korson
Koa Sports League
COE- Chief Of Everything!
Changing Kids' Lives Through Sports
301-229-PLAY (7529)
www.koasports.org

From: Adejo, Haviz [<mailto:haviz.adejo@montgomeryparks.org>]
Sent: Wednesday, May 22, 2013 2:33 PM
To: tony@koasports.org
Subject: Feedback for Fee Memo.

Hi Tony,

Per our conversation, please send me your comment by 5pm today, 05/22 to include in our staff memo to the Planning Board.

Feel free to contact me with any questions.

Many thanks,

Haviz A. Adejo
Park Permit Supervisor
Montgomery County Department of Parks
The Maryland-National Capital Park and Planning Commission
9500 Brunett Avenue
Silver Spring, MD. 20901
Phone: (301) 495-2491
Fax: (301) 495-2484
www.MontgomeryParks.org



Haviz A. Adejo
Park Permit Office Supervisor
Montgomery County Department of Parks
The Maryland-National Capital Park and Planning Commission
9500 Brunett Avenue
Silver Spring, MD. 20901

Via email

May 22, 2013

Re: The MoCo Epic¹ and the proposed changes in fees for M-NCPPC Montgomery Parks Special Event Permits

Dear Mr. Adejo,

I am writing in regards to the proposed changes in fees for M-NCPPC Montgomery Parks Special Event Permits, as outlined in your email of May 9, 2013. For the last three years MORE (Mid-Atlantic Off-Road Enthusiasts) has put on a multi-distance "epic" mountain bike ride, known as the MoCo Epic, that showcases the amazing natural surface trail network in western Montgomery County. The event has been a great success, with over 800 riders last year. MORE intends to stage the MoCo Epic again on October 12 and 13, 2013 and has again engaged Z Adventures, led by Denis Chazelle, to manage the event. Mr. Chazelle has done a wonderful job in past years and is preparing the MoCo Epic permit application for submission to M-NCPPC in the next few weeks. This year we are seeking to expand the event to up to 1500 participants and two days. We have received great cooperation and support from M-NCPPC in past years and the MoCo Epic is on your event calendar for 2013.

MoCo Epic does not fit neatly into the event categories listed in your May 9 email. The start/finish and parking/staging area (and vast majority of the impact) is on a little-used field under power lines in South Germantown park, but the longest ride (over 65 miles) follows a course that includes 11 parks in all, 9 of which are owned and managed by M-NCPPC. In the 8 M-NCPPC parks other than South Germantown Park the riders simply follow a marked course along trails, and can stop at temporary aid stations for food, water, bike repairs and first aid. The event is staffed almost entirely by volunteers and MORE is a 501(c)(3) tax-exempt organization dedicated to building and maintaining multi-use natural surface trails in the Washington DC area, including Montgomery County. For the last several years the MORE board has authorized the reinvestment of a substantial portion of the net proceeds from the MoCo Epic back into the trails themselves in the form of signage, stream protection, and new trails. For 2013 MORE has budgeted \$20,000 for reinvestment in western Montgomery County trails.

¹ MOCO EPIC is a registered trademark of the Mid-Atlantic Off-Road Enthusiasts ("MORE")

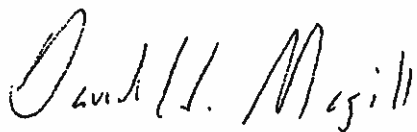
MORE would like to see the MoCo Epic and other long-distance trail events addressed more explicitly in the Special Event Permits fee policies. The proposal doesn't seem to be clear as to whether the fees are assessed per park or per event. While we have been told fees will be per event, we would like to see the "per event" concept reflected in the language used to define the new fees. We also ask that the fee for 1500 participants be the same as that for 1000 participants. Specifically, we would like to know that under the proposed fee schedule the MoCo Epic would be treated as a "Special Event Use of Park Grounds/Open Space" and charged a fee of \$1000 (Rec/Reg Parks, events with 500-1000 participants), and would be subject to no other fees resulting from the event passing through more than one park or having more than 1000 participants.

As for the security deposit, we would ask that the amount of the deposit be established based not only of the scope of the park amenities to be utilized, but also based on M-NCPPC's past experience (if any) with the event and the organizer. We think you find that Z Adventures, MORE and past MoCo Epic volunteer teams (which have included over 150 volunteers) have an excellent track record of stewarding and protecting park property.

In addition, we ask you to consider that the Special Events Permit policy allow for fee discounts to be provided for events put on by organizations such as MORE that organize and carry out volunteer work in M-NCPPC parks. MORE volunteers have spent hundreds of hours in each of the last several years improving the trails for all to use. For instance a discount of \$1 per volunteer hour as recorded in M-NCPPC's excellent on-line volunteer tracking system would be an incentive for increased participation by MORE members in future M-NCPPC volunteer work days.

I would be pleased to discuss the details of this request to assure that the mutually beneficial relationship between MORE, M-NCPPC, the MoCo Epic and the wonderful trails of Montgomery County continues on for many years to come.

Sincerely,



David W. Magill
MORE Maryland at Large Board Member

Cc: Denis Chazelle, Z Adventures



Memorandum

TO: Mr. Haviz Adejo
Superintendent, Park Permit Office
M-NCPPC

FROM: George Tarrico, Parks Liaison
Karen Kincer, President

RE: Comments on Proposed Changes to Montgomery Parks Fee
Schedules

DATE: May 22, 2013

Organizational Overview

Montgomery County Road Runners Club, Inc. (MCRRC) is a 501(c)(3) membership organization dedicated to improving fitness through running. As such, we encourage running to our 4,800 members and the community as individuals and through organized events that include annual foot races and fitness training programs. We have 34 racing events that include distances from 100 meters to 50 mile ultra marathons. Our training programs consist of weekly training runs at distances of 5 kilometers to marathons.

Activities

Sixteen of our annual races are held on trails in Montgomery County Parks. Some use shelters and other facilities for which we pay applicable fees. Just two of those races are structured to use Park fields. These races are held at the Agricultural History Farm Park. One race, Riley's Rumble, uses South Germantown Park as the site of its start and finish. We erect tents for these races because inside facilities are generally not available. All of our races involve more than 100 runners. Permit requests are submitted for each of these events. Montgomery County Road Runners Club holds itself for all race preparations and clean up in order to minimize impact on the facilities.

We have several training programs that use Park trails. Typical training runs start at some point on a Park trail, run as small, pace groups of 10 to 15 runners, and return to the starting point. Longer training runs leave Park trail then continue on National Park Service or State Park roads and trails. Training groups vary from 100 to 250 runners. During the course of a training cycle, typically 3 – 4 months, a training group will use a particular Park trail 2 or 3 times during that period. The principal impact of a typical training group is on Park facilities is street and facility parking.

M-NCPPC Relationship and Support

In order for MCRRC to fulfill its mission and conduct our programming we require access to public lands. As such, we have made it a priority to improve public lands in Montgomery County in formal and informal efforts with M-NCPPC as well as other governmental agencies and community groups. For many years we have organized Rock Creek Trail Clean Up Days for our members and the public; we have sponsored Porta-Johns at a number of Montgomery County Parks and recreation locations; we have provided labor to place markers on the Rock Creek Trail; we have representatives participate as members of the Parks Trails Committee and the County-wide Recreation Advisory Board; and we have established a dedicated Green Team to spearhead recycling efforts for all of our events to minimize our impact on the areas that we utilize. We also conduct annual clean ups of the Rock Creek Trail and Matthew Henson Trail.

In addition to these efforts we also have a formal partnership with M-NCPPC in the Parks Half Marathon, Montgomery County's Premier Half Marathon, which showcases one of the most extensive metropolitan park and trail systems in the country as it travels through the Rock Creek Stream Valley. Proceeds from the race benefit the M-NCPPC Parks Foundation.

Summary

In summary, MCRRC uses Parks trails for many of its activities though very few of our events require exclusive use of Park facilities. In light of our longstanding relationship with the Parks department and our ongoing efforts to support and sustain this wonderful resource in our community, as well as our status as a very frequent user of Parks lands and facilities, we would like to meet with Parks officials to develop a formula will allow us to continue to utilize Parks facilities and compensate M-NCPPC for our impact on those Parks trails and facilities.

Mayor Peter C. Fosselman

**Council Member Mackie Barch
Council Member Tracey Furman**



**Council Member Sean P. McMullen
Council Member John Thompson**

May 22, 2013

Haviz A. Adejo
Park Permit Office Supervisor
Montgomery County Department of Parks
The Maryland-National Capital Park and Planning Commission
9500 Brunett Avenue
Silver Spring, MD. 20901

RE: Proposed Special Events Permit Application Fee, Grounds Fee and Security Deposit

Dear Mr. Adejo,

Thank you for the opportunity to provide comments to the Planning Board on the referenced proposed fees for special events.

As you are aware, the Kensington 8K Race – sponsored by the Town of Kensington, and benefiting three local public schools – has used a portion on Beach Drive for the race since 1994. Now in its 20th year, the race attracts nearly 700 runners and generates more than \$20,000 annually to support local education.

In your e-mail communication dated May 9, 2013, you stated the following:

The [Special Events Permit Application Fee] increase is being proposed to help cover the cost of the time spent to process each application, follow up with customers to ensure we have all required supporting documents, meet on-site for event walk-throughs with Park staff and customers, and route for review by park operations, Park Police and the Director's Office.

A Grounds Fee and Security Deposit are also being proposed to cover the "wear and tear" impact of events that do not rent facilities such as shelters, fields, or park activity buildings, but instead request exclusive use of park trails, grounds and open space to set up tents, check-in tables, beer gardens, and other allowable equipment or activities.

3711 Mitchell Street Kensington, MD 20895 (301) 949-2424 www.TOK.md.gov

We understand and have no comment on the increase in the application fee. However, we believe the Grounds Fee is an excessive charge for road races that do not contribute in any substantial manner to the "wear and tear" of parks grounds.

The Kensington 8K and other local small races utilize just a portion of Beach Drive for 90 minutes or less, and have all parking, tents, check-in tables, and post-race activities outside of Parks' property. In our case, we use Beach Drive from approximately mile 1.5 through mile 3.2 within a 5-mile race.

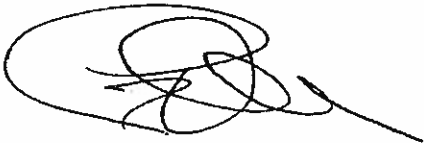
We suggest that instead of proposing a one-size-fits-all Grounds Fee structure, the following is an example of a more reasonable fee structure:

- Road or trail races that only use Parks' property for racing, with all other set-up and post-race activity off Parks' property – a lower fee (for example, \$100-\$200).
- Road or trail races that use other Parks' property in addition to roads/trails, but with minimal impact (i.e., registration tables, start/finish) – a medium fee (for example, \$250-\$400).
- Road or trail races that use other Parks' property in addition to roads/trails, but with major impact (i.e., tents, beer gardens, port-a-pottys) – a larger fee (for example, \$400-\$800).

The proposed \$35 increase in the application fee should be able to cover any additional time/cost in determining the impact of an event. Additionally, as stated in your e-mail, if the primary reason for charging the Grounds Fee is to cover "wear and tear" of Parks' grounds, there is a basis for charging a different amount to events that have a different impact on the actual wear and tear. Basing the fee off of number of participants rather than actual impact does not, in our opinion, meet the reasonableness test.

We respectfully request that Parks' staff research other options to develop a fee structure that will not adversely impact the beneficiaries of smaller races such as the Kensington 8K.

Sincerely,



Peter Fosselman
Mayor
Town of Kensington



John Seabreeze
Co-Director
Kensington 8K Race



Ms. Françoise Carrier
Planning Board Chair
The Maryland-National Capital Park and Planning Commission
Montgomery County Planning Board
8787 Georgia Ave, Silver Spring, MD 20910

May 22, 2013

Dear Ms. Carrier,

My name is Luke Weichbrod and I am a resident of Montgomery County in Silver Spring, Maryland. I am the Executive Director of the Rory J. Weichbrod Unfinished Business, Inc. 501©3 nonprofit public charity. We were founded following the tragic death of my brother Rory with the mission of putting an end to drunk driving.

As a nonprofit, our primary method of funding is through fundraising. Over the past three years, we have been fortunate enough to utilize our local park at Sligo Creek and Dennis Avenue for our annual 5k run and walk event honoring my brother, Rory, and promoting our foundation. We have been very pleased to work with the Parks Permit Office on securing this location and thank Alex Girr-Borrayo of the permit office for his help year after year.

Unfortunately, I find the newly proposed fee increases to be excessive especially considering our nonprofit status. The proposed fee increases of \$50 to \$85 for the application fee and \$0 to \$400 for a special event with fewer than 500 people would nearly triple our preexisting costs of \$230, which does not include payment to the Park Police. This would be very difficult for a small nonprofit like ours to manage. Last year for instance, we were required to pay a new fee to rent the fields around the area we were using because of parking. While your average pick-up game would not have to pay such a fee, we understood that this was a reasonable fee even though we were not nor was anyone else attempting to use those fields during the time of our event.

We take our impact to the park very seriously and for that reason make every effort to make no impact to the park. We clean up after ourselves leaving the park in better condition than when we arrived because we take pride in the location of our event and know that its appearance reflects upon our foundation. Therefore, I kindly ask for you to reconsider your proposal so that our nonprofit can continue the work we do and continue utilizing our beautiful neighborhood park.

Sincerely,

A handwritten signature in black ink that reads "Luke Weichbrod". The signature is written in a cursive style with a large initial "L" and "W".

Luke C. Weichbrod
Executive Director

123 Lexington Drive
Silver Spring, Maryland 20901
RorysUnfinishedBusiness.org
301-613-3793
Tax ID - 45-2719495

41