

Request for Decision

Community Halls - User Fees for Community Groups, Minor Sports and Not-for-Profit Organizations

Presented To:	Community Services Committee				
Presented:	Monday, Feb 27, 2012				
Report Date	Wednesday, Feb 15, 2012				
Type:	Managers' Reports				

Recommendation

WHEREAS, council has requested that staff review the utilization of community halls; and

WHEREAS, council has expressed an interest in increasing such utilization; and

WHEREAS the review discovered that the user fees set in Miscellaneous By-Law 2012-5F for the category of user described as "community groups, minor sports and not-for-profit organizations" holding non licensed events do not reflect the rates such groups are willing to pay as 78% of hall bookings for this category were without charge.

THEREFORE, BE IT RESOLVED that Miscellaneous By-Law 2012-5F be amended for this category of user as follows:

- 1. If the user is generating a revenue source during hall use (i.e. admission charge, ticket sales, 50/50 draw etc.) then the established rates in the by-law would be charged.
- 2. If the user is not generating a revenue source during hall use then the charge would be \$0.00 and use of the City facility would be authorized as a grant to each such user.

Finance Implications

There is no significant financial impact.

Signed By

Report Prepared By

Olivia Titon Coordinator of Financial and Performance Measurement Digitally Signed Feb 15, 12

Division Review

Real Carre Director of Leisure Services Digitally Signed Feb 15, 12

Recommended by the Department

Catherine Matheson General Manager of Community Development Digitally Signed Feb 15, 12

Recommended by the C.A.O.

Doug Nadorozny Chief Administrative Officer Digitally Signed Feb 16, 12

Purpose

Council has requested that staff review the utilization of community halls. This report outlines the findings of the review and a recommendation is made on the user fees for the category of user described as "community groups, minor sports and not-for-profit organizations" holding non licensed events. Subsequent reports can be presented to council that can address other community hall issues like catering, no risk policy and the rationalization/disposition of buildings.

Usage review

The following is a list of community halls located throughout the City of Greater Sudbury:

- Chelmsford Arena
- Dr. Edgar Leclair Arena
- Garson Arena
- T.M. Davies Arena
- McClelland Arena
- Centennial Arena
- Capreol Arena
- Dowling Leisure Centre
- Delki Dozzi Community Centre
- Howard Armstrong Recreational Centre
- Kinsmen Hall
- Ben Moxam Centre
- Naughton Community Centre
- Onaping Falls Community Centre
- Falconbridge Community Centre
- Fielding Memorial Park
- Whitewater Lake Park
- Minnow Lake Place

Staff reviewed the community hall booking detail for the past five years. The review showed that the number of bookings has been increasing. Community halls have become a desirable location for private citizens and community groups to gather. Table 1 summarizes some of the common users/themes found when the booking data was reviewed. This list is not meant to be all inclusive.

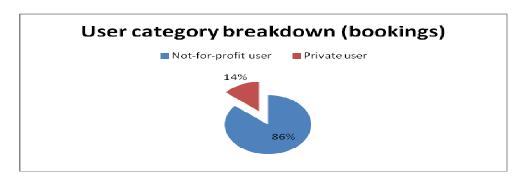
Table 1: Examples of typical community hall uses/events					
Zumba classes	School Graduation	Public information meeting			
Martial Art classes	Sport team banquet	CAN Meeting			
Stamp Club	Sport team meeting	Flu Clinic			
Open Card Afternoons	Church Picnic/Tea	Blood Donor Clinic			
Seniors' Walking Program	Comedy Night	Wedding reception			
Table Tennis	Music Concert	Birthday party			
Shuffle Board	Art and Craft Show	New Year's Eve party			
Stitchery Guild	Remembrance Day Ceremony	Retirement party			
School dance/prom	Winter Carnival	Funeral Reception			

Table 2 summarizes the number of bookings per hall over the past several years.

Table 2: Booking Statistics						
Facility	2005	2006	2007	2008	2009	2010
Capreol Community Centre	26	22	29	24	28	39
Centennial Community Centre	115	91	98	52	72	72
Chelmsford Community Centre	88	91	124	138	126	165
Dr. Edgar Leclair Community Centre	102	128	159	158	147	235
Garson Community Centre	63	65	91	99	89	112
McClelland Community Centre	99	108	52	26	108	166
TM Davies Community Centre	83	83	81	99	138	164
Delki Dozzi Community Centre	0	0	0	54	128	132
Falconbridge Community Centre	2	6	4	6	4	4
Dowling Leisure Centre	45	108	146	280	47	203
Onaping Community Centre	210	172	162	108	24	28
Whitewater Lake Park	9	19	51	70	82	91
Valley East Centre (HARC)	160	161	207	171	610	652
Ben Moxam Community Centre	286	210	125	41	51	48
Minnow Lake Place	540	545	670	350	262	646
Kinsmen Centre	304	330	327	345	481	398
Fielding Memorial Park	82	110	138	116	131	131
Naughton Community Centre	57	211	208	123	88	130
Total # of bookings	2,271	2,460	2,672	2,260	2,616	3,416

Overall, these booking statistics show that the community is utilizing the halls (# of bookings has grown approximately 50% since 2005). The booking statistics also show that some halls are being booked more frequently than others. For example, the Capreol Community Centre was booked 39 times in 2010 whereas; the Centennial Community Centre was booked 72 times. It is difficult to say for certain why some halls are used more than others. Some determining factors could be location, amenities, availability and number of service groups in the area.

The review also showed that on average 86% of all hall bookings are from the not-for-profit user category. This category includes community groups, minor sports, not-for profit organizations and City run programming. Basically, it captures any user group that is not considered to be private.



The reason the breakdown between not-for-profit and private bookings has been highlighted is because in 2010 for example, 78% of hall bookings for this category were without charge. Table 3 shows the hall rental revenue for the past five years.

Table 3: Community Hall Rental Summary							
2010	2009	2008	2007	2006			
\$82,650	\$62,882	\$63,717	\$48,750	\$61,063			

Table 4 breaks down the rental revenue for 2010 between not-for-profit (NPO) and private bookings.

Table 4: Rental Revenue Breakdown - 2010						
Private	Private NPO					
\$71,691	\$10,959	\$82,650				
87%	13%	100%				

Staff identified that the reason the rental revenue from the not-for-profit user category only accounts for approximately 13% of total revenue is because staff have had difficulty implementing Miscellaneous User Fee By-Law 2012-5F(see Appendix 1) for this category of user. Public pressure and past practices made it difficult for staff to maintain consistency. There are a variety of circumstances for which this category uses community halls thus; more clarification is needed on how to adapt and apply this by-law to effectively maintain community hall usage, reasonability of fees charged and consistency amongst users.

Recommendation

The findings outlined in this report show that the halls are being used and that community groups, minor sports and not-for-profit organizations are the main users. The report also outlined that staff have experienced difficulty implementing Miscellaneous User Fee By-Law 2012-5Ffor this category of user because the by-law does not reflect the rates such groups are willing to pay.

Therefore, it is recommended that an amendment be made to the Miscellaneous User Fee By-Law 2012-5Ffor the category of user described as "community groups, minor sports and not-for-profit organizations" holding non licensed events and retain the existing user fee structure for all other categories. The amendment to this category would be as follows:

- 1. If the user is generating a revenue source during hall use (i.e. admission charge, ticket sales, 50/50 draw etc.) then the established rates in the Miscellaneous User Fee By-Law 2012-5Fwould be charged.
- 2. If the user is not generating a revenue source during hall use then the charge would be \$0.00 and use of the City facility would be authorized as a grant to each such user.

This user fee by-law amendment would provide more clarification to staff and would allow this category of user to continue to make use of the community halls. Historically, community halls have always had an impact on the tax levy. Table 5 shows the financial data for the past three years.

		2011 projected				
	<u>2011 budget</u>	<u>actual</u>	<u>2010 budget</u>	<u>2010 actual</u>	<u>2009 budget</u>	<u>2009 actual</u>
Revenue	355,808	425,731	180,249	348,141	187,252	329,798
Expenses	(955,898)	(869,546)	(934,782)	(973,609)	(934,121)	(942,039)
Levy impact (deficit)	(600,090)	(443,815)	(754,533)	(625,468)	(746,869)	(612,241)
Cost Recovery	37%	49%	19%	36%	20%	35%

Currently, the not-for-profit user category brings in approximately \$10,959 in rental revenue (per 2010 data) so removing this revenue source would have a minimal impact on the levy. Table 6 shows the impact on the tax levy if this recommendation was to be accepted.

Table 6: 2010 Financial Data - with recommendation							
	2010 actual	2010 with recommendation					
Revenue	348,141	337,182					
Expenses	(973,609)	(973,609)					
Levy impact (deficit)	(625,468)	(636,427)					
Cost Recovery	36%	35%					
* Note: Revenue and expe	nses are for the entire	facility not only the hall					

TO BY-LAW 2012-5F

	EFFECTIVE UNTIL			EFFECTIVE			
	MAR	CH 31, 20	112	Α	PRIL 1, 20	12	
CATEGORY	<u>FEE</u>	<u>HST</u>	<u>TOTAL</u>	<u>FEE</u>	<u>HST</u>	<u>TOTAL</u>	
COMMUNITY HALLS							
TIER I							
DR. EDGAR LECLAIR COMMUNITY CENTRE, CAPREOL COMMUNITY CENTRE, CENTENNIAL COMMUNITY CENTRE, GARSON COMMUNITY CENTRE, TM DAVIES COMMUNITY CENTRE, FALCONBRIDGE RECREATION CENTRE, DOWLING LEISURE CENTRE							
PUBLIC - NO ALCOHOL							
MONDAY TO THURSDAY (PER DAY)	171.68	22.32	194.00	176.99	23.01	200.00	
FRIDAY, SATURDAY AND SUNDAY ONE DAY	199.12	25.88	225.00	203.54	26.46	230.00	
TWO DAYS	402.65	52.35	455.00	415.93	54.07	470.00	
THREE DAYS	592.92	77.08	670.00	610.62	79.38	690.00	
PUBLIC - ALCOHOL							
MONDAY TO THURSDAY (PER DAY)	230.09	29.91	260.00	238.94	31.06	270.00	
FRIDAY, SATURDAY AND SUNDAY ONE DAY	402.65	52.35	455.00	415.93	54.07	470.00	
TWO DAYS	725.66	94.34	820.00	752.21	97.79	850.00	
THREE DAYS	964.60		1.090.00	991.15	128.85	1,120.00	
THILE DATO	304.00	123.40	1,030.00	331.13	120.00	1,120.00	
COMMUNITY GROUPS, NON-PROFIT AND MINOR SPORTS - NO ALCOHOL							
MONDAY TO THURSDAY (PER DAY)	85.84	11.16	97.00	88.50	11.50	100.00	
FRIDAY, SATURDAY AND SUNDAY							
ONE DAY	143.36	18.64	162.00	147.79	19.21	167.00	
TWO DAYS	287.61	37.39	325.00	296.46	38.54	335.00	
THREE DAYS	287.61	37.39	325.00	296.46	38.54	335.00	
COMMUNITY GROUPS, NON-PROFIT AND MINOR SPORTS - ALCOHOL							
MONDAY TO THURSDAY (PER DAY)	143.36	18.64	162.00	147.79	19.21	167.00	
FRIDAY, SATURDAY AND SUNDAY							
ONE DAY	287.61	37.39	325.00	296.46	38.54	335.00	
TWO DAYS	566.37	73.63	640.00	584.07	75.93	660.00	
THREE DAYS	566.37	73.63	640.00	584.07	75.93	660.00	
PUBLIC MEETING (All Week)	85.84	11.16	97.00	88.50	11.50	100.00	
NEW YEAR'S EVE	522.12	67.88	590.00	539.82	70.18	610.00	

TO BY-LAW 2012-5F

COMMONTT HALES / WEETING HOOMS / ARENA / EGORG	EFFECTIVE UNTIL MARCH 31, 2012			EFFECTIVE APRIL 1, 2012		
CATEGORY	FEE	HST	TOTAL	FEE	<u>HST</u>	TOTAL
TIER II CHELMSFORD COMMUNITY CENTRE, HOWARD ARMSTRONG RECREATION CENTRE, KINSMEN HALL, NAUGHTON COMMUNITY CENTRE, ONAPING FALLS COMMUNITY CENTRE MCCLELLAND COMMUNITY CENTRE						
PUBLIC - NO ALCOHOL MONDAY TO THURSDAY (PER DAY) FRIDAY, SATURDAY AND SUNDAY	114.16	14.84	129.00	117.70	15.30	133.00
ONE DAY TWO DAYS THREE DAYS	143.36 287.61 424.78	18.64 37.39 55.22	162.00 325.00 480.00	147.79 296.46 438.05	19.21 38.54 56.95	167.00 335.00 495.00
PUBLIC - ALCOHOL MONDAY TO THURSDAY (PER DAY) FRIDAY, SATURDAY AND SUNDAY ONE DAY TWO DAYS THREE DAYS	171.68 287.61 566.37 814.16	22.32 37.39 73.63 105.84	194.00 325.00 640.00 920.00	176.99 296.46 584.07 840.71	23.01 38.54 75.93 109.29	200.00 335.00 660.00 950.00
COMMUNITY GROUPS, NON-PROFIT AND MINOR SPORTS - NO ALCOHOL MONDAY TO THURSDAY (PER DAY) FRIDAY, SATURDAY AND SUNDAY ONE DAY TWO DAYS THREE DAYS	85.84 114.16 230.09 230.09	11.16 14.84 29.91 29.91	97.00 129.00 260.00 260.00	88.50 117.70 238.94 238.94	11.50 15.30 31.06 31.06	100.00 133.00 270.00 270.00
COMMUNITY GROUPS, NON-PROFIT AND MINOR SPORTS - ALCOHOL MONDAY TO THURSDAY (PER DAY) FRIDAY, SATURDAY AND SUNDAY ONE DAY TWO DAYS THREE DAYS	114.16 230.09 460.18 460.18	14.84 29.91 59.82 59.82	129.00 260.00 520.00 520.00	117.70 238.94 477.88 477.88	15.30 31.06 62.12 62.12	133.00 270.00 540.00 540.00
PUBLIC MEETING (ALL Week)	57.52	7.48	65.00	59.29	7.71	67.00
NEW YEAR'S EVE	402.65	52.35	455.00	415.93	54.07	470.00

TO BY-LAW 2012-5F

	EFFECTIVE UNTIL MARCH 31, 2012			EFFECTIVE APRIL 1, 2012		
CATEGORY	FEE	HST	TOTAL	FEE	HST	TOTAL
TIER III COMFORT STATION HALL, BEN MOXAM, ADANAC CHALET						
PUBLIC - NO ALCOHOL						
MONDAY TO THURSDAY (PER DAY)	85.84	11.16	97.00	88.50	11.50	100.00
FRIDAY, SATURDAY AND SUNDAY						
ONE DAY	92.04	11.96	104.00	94.69	12.31	107.00
TWO DAYS	181.42	23.58	205.00	185.84	24.16	210.00
THREE DAYS	269.91	35.09	305.00	278.76	36.24	315.00
PUBLIC - ALCOHOL						
MONDAY TO THURSDAY (PER DAY)	114.16	14.84	129.00	117.70	15.30	133.00
FRIDAY, SATURDAY AND SUNDAY						
ONE DAY	143.36	18.64	162.00	147.79	19.21	167.00
TWO DAYS	230.09	29.91	260.00	238.94	31.06	270.00
THREE DAYS	336.28	43.72	380.00	345.13	44.87	390.00
COMMUNITY GROUPS, NON-PROFIT AND MINOR SPORTS - NO ALCOHOL						
MONDAY TO THURSDAY (PER DAY)	57.52	7.48	65.00	59.29	7.71	67.00
FRIDAY, SATURDAY AND SUNDAY						
ONE DAY	57.52	7.48	65.00	59.29	7.71	67.00
TWO DAYS	114.16	14.84	129.00	117.70	15.30	133.00
THREE DAYS	114.16	14.84	129.00	117.70	15.30	133.00
COMMUNITY GROUPS, NON-PROFIT AND MINOR SPORTS - ALCOHOL						
MONDAY TO THURSDAY (PER DAY)	85.84	11.16	97.00	88.50	11.50	100.00
FRIDAY, SATURDAY AND SUNDAY						
ONE DAY	114.16	14.84	129.00	117.70	15.30	133.00
TWO DAYS	230.09	29.91	260.00	238.94	31.06	270.00
THREE DAYS	230.09	29.91	260.00	238.94	31.06	270.00
PUBLIC MEETING (ALL Week)	57.52	7.48	65.00	59.29	7.71	67.00
NEW YEAR'S EVE	199.12	25.88	225.00	203.54	26.46	230.00
TIER IV						
FIELDING MEMORIAL PARK						
PUBLIC - NO ALCOHOL						
MONDAY TO THURSDAY (PER DAY)	114.16	14.84	129.00	117.70	15.30	133.00
FRIDAY, SATURDAY AND SUNDAY						
ONE DAY	171.68	22.32	194.00	176.99	23.01	200.00
TWO DAYS	336.28	43.72	380.00	345.13	44.87	390.00
THREE DAYS	522.12	67.88	590.00	539.82	70.18	610.00

TO BY-LAW 2012-5F

COMMONITY MALES / MILETING MOSIMO / ARENA LEGGIO	EFFECTIVE UNTIL MARCH 31, 2012			EFFECTIVE APRIL 1, 2012		
CATEGORY	FEE	<u>HST</u>	<u>TOTAL</u>	FEE	<u>HST</u>	TOTAL
PUBLIC - ALCOHOL MONDAY TO THURSDAY (PER DAY) FRIDAY, SATURDAY AND SUNDAY	143.36	18.64	162.00	147.79	19.21	167.00
ONE DAY TWO DAYS THREE DAYS	424.78 814.16 1,141.59	55.22 105.84 148.41	480.00 920.00 1,290.00	438.05 840.71 1,176.99	56.95 109.29 153.01	495.00 950.00 1,330.00
COMMUNITY GROUPS, NON-PROFIT AND MINOR SPORTS - NO ALCOHOL MONDAY TO THURSDAY (PER DAY) FRIDAY, SATURDAY AND SUNDAY	85.84	11.16	97.00	88.50	11.50	100.00
ONE DAY TWO DAYS THREE DAYS	148.67 287.61 287.61	19.33 37.39 37.39	168.00 325.00 325.00	153.10 296.46 296.46	19.90 38.54 38.54	173.00 335.00 335.00
COMMUNITY GROUPS, NON-PROFIT AND MINOR SPORTS - ALCOHOL MONDAY TO THURSDAY (PER DAY) FRIDAY, SATURDAY AND SUNDAY	114.16	14.84	129.00	117.70	15.30	133.00
ONE DAY TWO DAYS THREE DAYS	486.73 964.60 1,460.18		550.00 1,090.00 1,650.00	504.42 991.15 1,504.42	65.58 128.85 195.58	570.00 1,120.00 1,700.00
PUBLIC MEETING (ALL Week)	57.52	7.48	65.00	59.29	7.71	67.00
NEW YEAR'S EVE	548.67	71.33	620.00	566.37	73.63	640.00
OTHER LOCATIONS						
FIELD HOUSE (NEIGHBOURHOOD PLAYGROUND BUILDING) COMMUNITY GROUPS, NON-PROFIT AND MINOR SPORTS - NO ALCOHOL ONE DAY MONTHLY RATE (UP TO 5 USES) ANNUAL RATE - 12 TIMES PER YEAR ANNUAL RATE - UNLIMITED	57.52	7.48	65.00	59.29 118.58 238.94 327.43	7.71 15.42 31.06 42.57	67.00 134.00 270.00 370.00
FALCONBRIDE RECREATION CENTRE GYM (PER HOUR) BIRTHDAY PARTIES - Up to 12 Children BIRTHDAY PARTIES - 13 to 20 Children SPORTS TEAM PARTIES - Up to 20 Children plus Coaches	36.28 130.97 161.06 151.33	4.72 17.03 20.94 19.67	41.00 148.00 182.00 171.00	37.17 135.40 166.37 155.75	4.83 17.60 21.63 20.25	42.00 153.00 188.00 176.00
MILLENNIUM RESOURCE CENTRE CLASSROOM - (PER HOUR) CLASSROOM - (PER DAY) BIRTHDAY PARTIES	31.86 128.32 58.41	4.14 16.68 7.59	36.00 145.00 66.00	32.74 132.74 60.18	4.26 17.26 7.82	37.00 150.00 68.00
DOWLING LESIURE CENTRE DOWLING KITCHEN COFFEE/SANDWICHES	30.09	3.91	34.00	30.97	4.03	35.00
COUNTRYSIDE ARENA BOARDROOM - COUNTRYSIDE GALLERY - COUNTRYSIDE	30.09 95.58	3.91 12.42	34.00 108.00	30.97 98.23	4.03 12.77	35.00 111.00

SCHEDULE "CD-J" TO BY-LAW 2012-5F

COMMONITY HALLS / MEETING ROOMS / ARENA PLOORS	EFFECTIVE UNTIL MARCH 31, 2012			EFFECTIVE APRIL 1, 2012		
CATEGORY	<u>FEE</u>	<u>HST</u>	TOTAL	FEE	HST	TOTAL
MINNOW LAKE PLACE NO ALCOHOL PUBLIC - HALL/GYM FULL DAY PUBLIC - HALL/GYM HALF DAY COMMUNITY GROUPS, NON-PROFIT AND MINOR SPORTS - HALL/GYM FULL DAY COMMUNITY GROUPS, NON-PROFIT AND MINOR SPORTS - HALL/GYM HALF DAY	128.32 63.72 75.22 38.05	16.68 8.28 9.78 4.95	145.00 72.00 85.00 43.00	132.74 65.49 77.88 38.94	17.26 8.51 10.12 5.06	150.00 74.00 88.00 44.00
ALCOHOL PUBLIC MONDAY TO THURSDAY (PER DAY) FRIDAY, SATURDAY AND SUNDAY ONE DAY TWO DAYS THREE DAYS				171.68 287.61 566.37 814.16	22.32 37.39 73.63 105.84	194.00 325.00 640.00 920.00
COMMUNITY GROUPS, NON-PROFIT AND MINOR SPORTS MONDAY TO THURSDAY (PER DAY) FRIDAY, SATURDAY AND SUNDAY ONE DAY TWO DAYS THREE DAYS				85.84 114.16 230.09 230.09	11.16 14.84 29.91 29.91	97.00 129.00 260.00 260.00
CLASSROOM (UPPER & LOWER LEVEL) - PER BOOKING				76.99	10.01	87.00
HOWARD ARMSTRONG RECREATION CENTRE MEETING ROOM	28.32	3.68	32.00	29.20	3.80	33.00
PICNIC PAVILLION PRIVATE GROUP	120.35	15.65	136.00	123.89	16.11	140.00
ARENA FLOORS COMMUNITY CENTRE, MCCLELLAND ARENA, CHELMSFORD ARENA, CONISTON COMMUNITY CENTRE, RAYMOND PLOURDE ARENA, CARMICHAEL ARENA, CAMBRIAN ARENA, COUNTRYSIDE ARENA						
*COMMERCIAL- BASE RATE DAILY RENTAL (INCLUDES A SET UP DAY I.E. FRI FOR SAT SHOW)	2,053.10	266.90	2,320.00	2,115.04	274.96	2,390.00
*NON-PROFIT (NON-ALCOHOL) -BASE RENTAL DAILY RENTAL FLOOR SPORTS (per Hour) CONISTON DOG SHOWS CARMICHAEL GEM SHOW 20 YARD DISPOSAL BIN	814.16 42.48 743.36 1,212.39	105.84 5.52 96.64 157.61	920.00 48.00 840.00 1,370.00	840.71 44.25 769.91 1,247.79 212.39	109.29 5.75 100.09 162.21 27.61	950.00 50.00 870.00 1,410.00 240.00
*NON-PROFIT (ALCOHOL) -BASE RENTAL DAILY RENTAL (SECURITY/RENTERS COST) CAPREOL ARENA / J. COADY ARENA DAILY RATE CN GOLF TOURNAMENT RATE	1,141.59 628.32 318.58	148.41 81.68 41.42	1,290.00 710.00 360.00	1,176.99 646.02 327.43	153.01 83.98 42.57	1,330.00 730.00 370.00
SUDBURY COMMUNITY ARENA DAILY RENTAL	3,292.04	427.96	3,720.00	3,398.23	441.77	3,840.00