



41 Perimeter Center East, Suite 250
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MEMORANDUM

To: Mayor and City Council

From: Brent Walker, Parks and Recreation Manager

Date: October 29, 2012

Subject: **Approval of City's Relationship with Affiliated Programming Partners**

ITEM DESCRIPTION

Several agencies provide beneficial recreational and arts programs and services within the City. The City currently does not have a standard agreement with these agencies.

BACKGROUND

In June of 2010 the City of Dunwoody acquired its park properties from DeKalb County. Several recreation and arts service providers have provided recreational and arts programs and services to the citizens of Dunwoody for many years. The facility usage agreements that were established between DeKalb County and these agencies have been honored by the City since the parks transfer occurred in 2010. The terms of the agreements have all expired.

The usage agreements vary in nature. Several have standard lease agreements in which the service provider pays rent to the City and the City pays all utilities and facility upkeep costs. Other organizations utilize the City facilities free of charge but are responsible for all utilities and maintenance for the programming area within their facility. The City is responsible currently for all capital improvements.

The City Manager and the Parks Manager met with the service providers to discuss their current arrangement and any desired changes they are seeking as the City proceeds with establishing formalized agreements between the parties. The City prepared draft agreements and sent them to each agency for their review and has received their approval of the agreement terms. These agreements will be for one year and renew automatically absent termination by either party with 60 days notice. A longer term agreement is not possible under Georgia law.

ANALYSIS

After meeting with all the affiliated organizations, staff has determined that the existing relationships serve the community and the revenues and expenses paid by the parties are fair and work well for all parties. Attached is a copy of each organizations usage agreement and a schedule of each organizations revenue contributions to the City for the use of their facility and the City's typical monthly operational costs for each facility.

RECOMMENDATION

Staff recommends the City establish facility usage agreements with its affiliated service partners and include \$250,000 in the FY 2013 budget (and subsequent years as funds are available) for capital improvements for the city owned facilities the partners utilize to provide services. The City



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would allow our partner agencies to request funding from the City for long-term capital improvements to city property. These funds can only be used for facility capital projects and not for any programming or operational costs. The Council would determine on a yearly basis which projects it wishes to fund and at what amount. The City and its partners would jointly manage the projects and all funds would remain with the City.

Facility Expenditures City v. Organizations

N. DeKalb Cultural Arts Cntr.	Power Costs	Gas Costs	Janitorial/Grounds/Repair Costs	Cost Total	Rent	Final Cost to City
City of Dunwoody 50,403 sq ft. (includes kiln rm)	\$3,500 per mo./avg	\$470 per mo./avg	\$2,300 per mo./avg	\$6,270		NDCAC City Cost total \$6,270
Spruill Center for Arts 10,844 sq ft	\$0	\$0	\$83	\$83	\$3,029	- Rent total \$4,872 = \$1,398
Stage Door Players 5,555 sq ft	\$0	\$0	\$0	\$0	\$1,620	
Chatt Weavers Guild 764 sq ft	\$0	\$0	\$0	\$0	\$223	
Dunwoody Park	Power Costs	Gas Costs	Janitorial/Grounds/Repair Costs	Cost Total	Rent	Final Cost to City
City of Dunwoody 5,655 sq ft (includes all structures/classroom)	\$0	\$0	\$4,000	\$4,000		Dunwoody Park
Dunwoody Senior Baseball 2,529 sq ft	\$1,375	\$0	\$834	\$2,209	\$0	
Dunwoody Nature Center 3126 sq ft	\$50	\$0	\$1,167	\$1,217	\$0	\$4,000
Donaldson Chesnut Farm	Power Costs	Gas Costs	Janitorial/Grounds/Repair Costs	Cost Total	Rent	Final Cost to City
City of Dunwoody 6118 sq ft (includes all structures)	\$78	\$62	\$570	\$710		DCH
Dunwoody Preservation Trust 6118 sq ft (includes all structures)	Not established	Not established	Not established	\$0	\$0	\$710