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To: Lemoore City Council

**Item
13**

**From: Joe Simonson, Parks & Recreation
Director**

Date: March 9, 2011

Subject: Depot Arbor Enhancements

Discussion:

Lemoore Rotary is offering to enhance the Depot Arbor in order to make it a more valuable rental facility for the City of Lemoore. The first enhancement would be the addition of four shade tarps to the arbor which would be professionally installed by Windtamer Tarps. The tarps would be attached at four different arches by steel grommets. (Please see attached picture for shade locations) The bottom of the tarps would have grommets as well that would be hog ringed to ¼ inch cable. The shade would hang to the top of the brick work. The Rotary emblem would be on the tarps located on each end of the arbor. (Please see attached picture for color and logo design) The material used for the shade is resistant to fading for ten years.

Phase two of the enhancements would be adding electricity at the base of four lamp posts in the Depot Parking Lot and three outlets on each of the brick columns on the north side of the east outbuilding in order to allow for larger community events that include vendors. The Parks and Recreation Department currently host a Farmers Market/Swap Meet the first Saturday of the month through September. There have been many requests for electricity and this addition would allow continued growth for this venue. Lights would also be added to the Depot Out Building on the East side, similar to the lights that are on the West Side Out Building. This would allow this covered area to be utilized during rentals.

The total amount of the improvements is \$14,000.00. The City would enter into a loan agreement with Lemoore Rotary and the loan would be paid back in five annual payments. (Please see attached Amortization Schedule and Loan Agreement)

With the increase interest in renting the arbor, especially for major events by Community Organizations, staff would like to make the following changes to the rules and regulations for rental of the Depot Arbor:

1. Allow reservations to be taken over the phone with a credit card.
2. Customers must apply for an alcohol permit through the Parks and Recreation Department and pay an additional \$20 fee.
3. Alcohol may be served until 11:30 pm (prior time was 10:00 pm).
4. Change rental age of individuals to 18 years instead of 21 years when alcohol is not served.

(Please see Rules and Regulations attachment)

Budget Impact:

A budget adjustment to 4220-4350, Maintenance Division Repair and Maintenance Services, in the amount of \$14,000 with repayment coming over a five year period from Lemoore Rotary.

Recommendation:

That Council authorizes City Manager Briltz to execute a loan agreement with Lemoore Rotary in the amount of \$14,000.00 for enhancements to the Depot Arbor.

That Council also approve the revisions to the Lemoore Depot Arbor Rules and Regulations.