

To: CISD Facility Renters
 Date: July 5, 2016
 Subject: Facility Rental Rate Increase

Current rental rates will increase beginning January 1, 2017 to more closely reflect the actual cost of operating these facilities. Below is a comparison of current and future rates. This notification is so that entities that regularly use CISD facilities may begin to adequately prepare operating budgets to reflect these increases. Rental rates are established as an attempt to reduce the financial impact of operating facilities beyond their intended purposes.

CONROE INDEPENDENT SCHOOL DISTRICT FACILITY RENTAL RATES

Jr. High and High Schools	Current Usage Fees Per Hour	January 1, 2017 Usage Fees Per Hour
Auditorium	68.50	120.00
LGI	45.00	50.00
Band Hall	50.00	60.00
Black Box		75.00
Cafeteria	68.50	100.00
Add Kitchen	58.00	75.00
Classroom	37.00	45.00
Additional Classrooms	5.50	10.00
GYM		120.00

Elementary and Intermediate Schools	Current Usage Fees Per Hour	Proposed Usage Fees Per Hour
Auditorium (Travis Only)	58.00	100.00
LGI		50.00
Cafeteria	58.00	80.00
Add Kitchen	58.00	75.00
Classroom	37.00	45.00
Additional Classrooms	5.50	10.00
GYM		120.00

**2 hour minimum Mon-Thurs
 room.**

4 hour minimum Fri-Sun

**Minimums apply per
 room.**

*Usage fees include normal custodial fees, utility charges and normal wear and tear and does not include supervision fees.

*For Natatorium rates, please contact the CISD Natatorium.

(Total number of personnel is determined by event)

ATHLETIC Facility RATES

Administrative approval includes Campus Principal, Campus Athletic Coordinator, and District Athletic Director. CISD Personnel qualify for reduced rates for summer camps.

	Current Per Hour Rates	January 1, 2017 Per Hour Rates
High School Facility	3 Hrs	3 Hrs
Main Field	\$330	\$330
Main Field w/lights	\$375	\$375
Baseball/Softball Field	\$300	\$300
Baseball/Softball Field w/lights	\$375	\$375
Track	\$300	\$300
Track w/lights	\$375	\$375
***Tennis Courts	\$255	\$255
Basketball / Gym	\$360	\$360
Volleyball / Gym	\$360	\$360
Practice Field	\$60 per hr.	\$60 per hr.
Junior High School Facility	3 Hrs	3 Hrs
Main Field	\$330	\$330
Main Field w/lights	\$375	\$375
Track	\$300	\$300
Track w/lights	\$375	\$375
Tennis Courts	\$90	\$90
Basketball / Gym	\$360	\$360
Volleyball / Gym	\$360	\$360
Practice Field	\$40 per hr.	\$40 per hr.
Intermediate & Elementary School Facilities		
<i>Permission for use must be granted by the school principal.</i>		

(Total number of personnel is determined by event)

Additional Staff

Depending on the size of the event and the number of people/vehicles anticipated to attend, additional personnel/staff may be necessary. The District has the final determination on the number and types of staff necessary to operate an event using District facilities. CISD normally does not rent facilities on holidays. When the District does accommodate a holiday rental, additional fees may be charged to cover the additional personnel costs. The per hour staff fee includes administrative costs and labor burden. The schedule is below:

Additional Staff Fees Per Hour

Per Hour Fees	Current Per Hour Fees	January 1, 2017 Per Hour Fees
District-Wide Facility Administrator	\$50.00	\$50.00
School Location Supervisor	37.00	45.00
Police Fee	31.50	40.00
Custodial Supervisor	31.50	40.00
Additional Custodian Labor and Supplies		35.00
Child Nutrition Manager	31.50	40.00
Misc. Additional Staff		20.00
Student Operator	9.00	15.00
Athletic Fees Per Hour		
Groundskeeper (Field Prep & Marking)	\$40 per hour	\$40 per hour
Additional Custodial (labor & supplies)	\$30 per hour	\$30 per hour
Ticket Seller	\$20 PH or Flat Fee	\$20 PH or Flat Fee
Ticket Takers	\$15 PH or Flat Fee	\$15 PH or Flat Fee
Scoreboard/Clock Operator	\$15 PH or Flat Fee	\$15 PH or Flat Fee
Video Production (Stadium Scoreboards)	\$150 per hour	\$150 per hour

Additional Staff (Stadium Games)	\$15 PH or Flat Fee	\$15 PH or Flat Fee
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Why does the District charge us to use facilities paid for with tax dollars?

By charging rental rates, the District recovers some cost associated with the use of the facilities for purposes other than their intended use. For more information, please see Board Policy GKD.

Why are the rates increasing?

Rates are increasing in 2017 to move closer to what we believe the actual cost of operating our facilities are after hours. It has been several years since rates were last increased. Facility costs include wear and tear and basic cleaning after the event. Rates are increasing to reflect utility costs and wear and tear. Rates have not been raised in seven years.

Why is the charge for labor higher/different than what workers are paid?

Labor rates are calculated based on typical overtime rates for employees with several years of experience. These rates include other costs associated with personnel such as insurance, retirement contributions, as well as other administrative costs such as scheduling and payroll management.