

Watertown City Council

April 11, 2023

Agenda Item:	Community Center Fee Waiver Request
Request for Action:	Consider a Waiver of Fees for Community Center Use
Employee/Dept.:	Jake Foster, City Administrator

Background:

The City has received a request for a fee waiver for the use of two rooms in the Community Center and the kitchen on May 28th for a graduation party. Ms. Mary Ann Somers has submitted the application for use of the Community Center. Ms. Somers has also asked for a waiver of fees as they will not have access to their home on Arnica Drive due to the 2023 street reconstruction project.

Staff recommends approve of the Community Center use and to waive fees due to the impacts of a City project.

Budget Impact:

None

Funding Source:

N/A

Recommendation:

The City has provided use of the Community Center to similar groups, and has waived fees.

Requested Action/Motion:

"I move to approve the use of the Community Center Rooms A and B, and to waive associated fees for the event requested by Mary Ann Somers on May 28th."

Attachments:

Application



APPLICATION FOR USE OR RENTAL OF WATERTOWN COMMUNITY CENTER

Applicant/Contact Person: Mary Ann Somers Phone #: 612 812 7953
 Name of Organization: Personal Use
 Address: 201 Arnica Dr Watertown MN 55388
 Email Address: Maryann_Somers
 Room Desired : Meeting Rooms A B C Kitchen
 Date(s) of Use: May 28th
 Time of Use: From 8:00 a.m./ p.m. to 4:00 a.m./ p.m.
 Purpose of Meeting: Grad party
 Number of Participants: 50-100 people
 Will a fee be charged or donations solicited from participants: Yes No If so, how much? _____
 Will refreshments be served? Yes No What type Food, cake, pop water
 Will alcohol be served? Yes No What type Beer Canned
 How will alcohol be served? by cans

I HAVE READ AND AGREE TO THE CONDITIONS OF THE ATTACHED CONTRACT.

Date: 3-24-2023

Mary Ann Somers
 Name of organization, group or individual

Mary Ann Somers
 Signature

RESIDENTS - \$125.00 one room + \$9.22 tax = **\$134.22**
 \$200.00 two rooms + \$14.75 tax = **\$214.75**
 \$275.00 three rooms = \$20.28 tax = **\$295.28**
 \$10.00/Hour One room by the hour M-F during City Hall Hours=\$10.74 Per/Hour with tax
 (a resident is a person who resides within the city limits of the City of Watertown)

NON-RESIDENTS - \$175.00 one room + \$12.91 tax = **\$187.91**
 \$300.00 two rooms + \$22.13 tax = **\$322.13**
 \$425.00 three rooms = \$31.34 tax = **\$456.34**
 \$15.00/Hour One room by the hour M-F during City Hall Hours=\$16.11 Per/Hour with tax

This application/request approved/disapproved by: _____ Date: _____
 Rental Fee Received on: Date _____ Amount 214.75 Check # _____
 Custodial Fee Received on: Date _____ Amount _____ Check# _____
 Damage and Clean-up Deposit Received on: Date _____ Amount _____ Check # _____
 Key Deposit Received on: Date _____ Amount _____ Check # _____
 MN Sales Tax Received on: Date _____ Amount _____ Check# _____

**(Please return this application to Watertown City Hall,
 309 Lewis Avenue South, Watertown, MN 55388. Phone 955-2681)**