

# **Current Leasing Rates**

**SAISD FEE and CHARGE SCHEDULE FOR RENTAL OR LEASE OF SCHOOL DISTRICT FACILITIES Fees and charges are assessed by category which are assigned by Leasing Administration:**

**DISTRICT RELATED ENTITIES (District Affiliated) - Organization** i.e. PTA, Booster Clubs and Other Student, Parent associations. No lease charges apply for this category. Normal charges for custodial or police officer services remain in effect and normal overtime reporting procedures should be followed.

**NON-DISTRICT RELATED ENTITIES (Privately Funded – Non-Profit and For-Profit) For example:** non-school-related educational, religious, civic/local government, community, youth sports organizations i.e., Title 36 United States Code (patriotic societies) and Pop Warner, NAJIFF and neighborhood or homeowner’s associations. Includes commercial and all outside entities not in the previous category.

**SAISD Large Athletic venues** – Alamo Stadium, Convocation Center and the Sports Complex is administered by the Athletics Department see Exhibit G1-B for leasing pricing.

**Available accommodations for rental or lease by hour - Not all facilities have the same accommodations**

<b>Accommodations</b>	<b>Mon-Fri</b>		<b>Sat-Sun</b>	
Building (Auditorium, Cafeteria/um, Field House, Gym, Mall)	6:00 PM	8:00 PM	8:00 AM	5:00 PM
Field (Athletic Field, Parking Lots)	6:00 PM	9:00 PM	8:00 AM	9:00 PM

**Additional Minimum Service Charges**

- **App Fee - \$25 per site (includes \$3 system charge)** - Submitted 30 days prior to event date.
- **Security Officer - \$40 Hourly** - 2 officers minimum for competitive events, additional officer(s) required for 301+ attendees, some building uses or event types may require security. The number of officers required is determined by the nature of the event and the number of attendees anticipated. The SAISD reserves the right to assign additional officers if needed and charges could be applied to the lessee's account. Note - officers are not required to remain posted at the event site. Officers may not always be in sight and are required to monitor the entire facility to assure the security of SAISD property. Officers assigned to an event are not being employed by the event organizers.

**\*Downtown Parking Lots (Daily)** special rates apply to facilities below.

Austin Academy \$300	Hawthorne Academy - Lot A \$300, Lot B \$300
Bonham Academy - Lot A \$300, Lot B \$200	GW Brackenridge High School - Lot A \$300, Lot B \$500
Briscoe Elementary - Lot A, B or C each \$75	Fox Tech High School - Lot A \$500, Lot B \$150
Douglass Elementary - Lot A & B \$150	Central Office - Lot A \$500, Lot B \$500

Fees and charges continue on back of page.

**Individual Charges by Campus Size**

Available Facility Accommodations Not all facilities have the same accommodations	App Fee	Custodial	Security	Utility	Athletic Fields		Building Rentals/Leases			Parking Lots*
		Hourly	Hourly	Hourly	Practice	Games	1 Day	2 - 7 Days	8+ Days	Daily
					Daily					
Interior Building Spaces: Auditorium, Cafeteria/ium, Gymnasium, Mall Use of multiple areas may be subject to additional charges	\$25	\$30	\$40	\$60	N/A	N/A	Non-Profit \$250	Non-Profit \$75	Non-Profit \$50	N/A
Exterior Spaces: Athletic Fields (Football/Soccer, Baseball, Softball) The Athletic Field fee will apply for each field used.		N/A		N/A	Non-Profit \$25 - 1 to 4 days \$10 - after 4 days	Non-Profit \$50	N/A	N/A	N/A	N/A
Building Space: Field House - May only be leased along with an adjoining Athletic Field lease		\$30		\$50	N/A	N/A	N/A	N/A	N/A	N/A
Exterior Space: Parking Lot Downtown parking lots have separate individual fees, see above.		N/A		N/A	N/A	N/A	N/A	N/A	N/A	Non-Profit \$50  For-Profit \$150

**Pricing is subject to change without notice on new lease contracts.**

## RENTAL FEES for ALAMO STADIUM, CONVOCATION CENTER, AND SPORTS COMPLEX

**Overview:** Rental fees below are estimated fees to cover general maintenance costs of facilities. Rental fees do not include operating costs (utilities, lighting, custodians, police, parking attendants, etc.), which will be charged to the user separately.

SITE	EVENT TYPE	PROFIT GROUPS	NON-PROFIT	OUT OF DISTRICT SCHOOLS
<b>Alamo Stadium</b>	Football	\$4,000 (per game)	\$2,500 (per game)	\$2,000 (per game)
	Track / Field Day	\$1,500 (5-hour period)	\$1,000 (5-hour period)	\$600 (5-hour period)
	Soccer	\$1,500 (4-hour period)	\$1,000 (4-hour period)	\$600 (4-hour period)
	Other	\$4,000 (4-hour period)	\$1,000 (4-hour period)	\$600 (4-hour period)
<b>Alamo Convocation Center</b>	ALL	\$2,000 (4-hour period)	\$1,000 (4-hour period)	\$600 (4-hour period)
<b>Sports Complex</b>	Football	\$1,700 (per game)	\$1,200 (per game)	\$1,000 (per game)
	Baseball @ Primary	\$1,200 (5-hour period)	\$900 (5-hour period)	\$600 (5-hour period)
	Baseball @ Secondary	\$ 1,000 (5-hour period)	\$ 800 (5-hour period)	\$ 500 (5-hour period)
	Soccer @ Primary	\$1,000 (4-hour period)	\$900 (4-hour period)	\$600 (4-hour period)
	Soccer @ Secondary	\$900 (4-hour period)	\$800 (4-hour period)	\$500 (4-hour period)
	Softball @ Primary	\$1,200 (4-hour period)	\$900 (4-hour period)	\$600 (4-hour period)
	Softball @ Secondary	\$1,000 (4-hour period)	\$800 (4-hour period)	\$500 (4-hour period)

<b>Parking Lot Only</b>	A \$400 fee will be charged for use of only the parking lots at a facility. (Use of parking lots in conjunction with uses stated above is included in the regular fee.)
<b>Use Beyond Stated Time Period</b>	Users will be charged \$100 for each additional hour beyond the time period stated above, except there will be no additional charge for extra inning baseball or softball games at the Sports Complex only.
<b>Admission Fees</b>	If user charges admission, the rental fee will be 15% of the gross receipts or the minimum rental rate, whichever is greater.
<b>Video Board</b>	For live showcasing & replay segments of the event, a fee of \$1,100 will be charged. For only scorekeeping display, the fee is \$130, which includes a scorekeeper & an announcer. For 25 second timer, a \$55 fee is added. Video board will also include sponsors and other content selected by SAISD.

**Proposed  
Leasing  
Rates  
To Begin  
2019-20 Leasing Season  
(Sept 17, 2019 to May 13, 2019)**

## OPERATIONAL CHARGE AND USE FEE RATES FOR RENTAL OF DISTRICT FACILITIES

**Fees and charges are assessed by category which are assigned by Leasing Administration:**

**IN-DISTRICT EXPANDED (District Affiliated) - Organization** i.e. PTA, Booster Clubs and other Student groups, Parent associations and neighborhood or homeowner’s associations. No Daily Use Fee is applied to this category. Normal operational charges remain in effect and normal overtime reporting procedures should be followed. **These entities will be required to provide insurance coverage that meets District standards.**

**NON-PROFIT AND COMMERCIAL RELATED ENTITIES - For example:** non-school-related educational, religious, civic/local government, community, youth sports organizations i.e., Title 36 United States Code (patriotic societies), Pop Warner, and NAJIFF. Includes commercial and all outside entities not in the previous category.

Available Facility Accommodations Not all facilities have the same accommodations	App Fee	Hourly Operational Charges					Daily Use Hours		Hourly Use Fee**	
		(Minimum 2 Hours)			(Minimum 4-5 Hours)		Mon.-Fri.	Sat.-Sun.	Weekdays	Weekends
		Custodial	Security	Utility	Admin.	Parking Attendant			2 Hour Max	4 Hour Min.
<b>INTERIOR BUILDING SPACES</b> Minimum 2 Hour Use - Auditorium, Cafeteria/ium, Gymnasium, and Mall. Each area requested is subject to charges	\$25	\$30	\$40	\$100	N/A	N/A	6:00 PM to 8:00 PM	8:00 AM to 5:00 PM	Non-Profit \$25	Non-Profit \$30
<b>EXTERIOR SPACES: ATHLETIC FIELDS</b> Football/Soccer, Baseball, Softball, Tracks, Tennis Courts (The Athletic Field fee will apply for each field used.) Each area requested is subject to charges		N/A		N/A			6:00 PM to 9:00 PM	8:00 AM to 9:00 PM		
<b>EXTERIOR SPACE - PARKING LOTS</b> *Downtown parking lots have separate individual fees, see above. Each lot requested may be subject to separate charges		\$30		\$100					N/A	N/A
<b>EXTERIOR BUILDING SPACE: FIELD HOUSE</b> May only be leased along with an Athletic Field							N/A	Non-Profit \$5		
<b>LARGE ATHLETIC VENUES</b> Alamo Stadium, Convocation Center and Sport Complex									\$55	\$10

\*Downtown Parking Lots (Daily) special rates apply to facilities below.

Austin Academy \$300	Hawthorne Academy - Lot A \$300, Lot B \$300
Bonham Academy - Lot A \$300, Lot B \$200	GW Brackenridge High School - Lot A \$300, Lot B \$500
Douglass Elementary - Lot A & B \$150	

\*\* May be discounted if use exceeds 30 days with a maximum of a 15% reduction of the Hourly Use Fee only. Hourly Operational Charges may never be reduced and must be charged at the full rate.

**Other Leasing Considerations continue on back of page.**

## OTHER LEASING CONSIDERATIONS (MUST READ)

- **SAISD Large Athletic venues** – Alamo Stadium, Convocation Center and the Sports Complex is administered by the Athletics Department see the next page Rental Fees for Large Athletic Venues for pricing.
- **Security Officer** – There is a 2 officer minimum required for competitive events, additional officer(s) required for 301+ attendees, some building uses or event types may require mandatory security. The number of officers required is determined by the nature of the event and the number of attendees anticipated. The SAISD reserves the right to assign additional officers if needed and charges could be applied to the lessee's account. Note - officers are not required to remain posted at the event site. Officers may not always be in sight and are required to monitor the entire facility to assure the security of SAISD property. Officers assigned to an event are not being employed by the event organizers.
- Pricing is subject to change without notice on new lease contracts.
- A convenience fee will be assessed at the time of the request based on the total amount quoted ranging from 6-12%.
- Total charges to be paid upon approval.
- All requested lease dates must be paid in advance no less than 14 days prior to the first event date.
- No payment plans will be allowed for invoices/leases less than \$5,000. If payments are allowed they will be due the 1<sup>st</sup> of each month with the final payment due 30 days before the last lease date requested. If any payment is not received by the end of the business day (5pm) on the 1<sup>st</sup> of the month the lessee will be given a 24-hour grace period to make payment. If the grace period has expired and payment has not been received, the lease contract with all remaining requested dates will be cancelled. A new request will have to be submitted to request the date again. There will be no refunds of payments already collected.
- All required documentation: EIN verification, Certificate of Insurance and full payment must be provided before lease request can be authorized. Only dates covered by a valid Certificate of Insurance on file may be submitted and will be considered for approval.
- Renter will receive a full refund if cancellation is at least 72 hours prior to event. If renter cancels within 72 hours, a \$60-140 cancellation fee will be assessed pending if custodial, security or both were part of the lease. If not, a \$40 cancellation fee will be assessed.
- The use of facilities is as is, lessee is responsible for obtaining tables and chairs if none are present. Lessee may reconfigure the existing table and chair layout but must return them to origin layout at the end of the event or face additional charges.

**RENTAL FEES for ALAMO STADIUM, CONVOCATION CENTER, AND SPORTS COMPLEX**

**Overview:** Rental fees below are estimated fees to cover general maintenance costs of facilities. Rental fees do not include operating costs see **Operational Charge and Use Fee Rates for Rental of District Facilities**, on previous page which will be charged to the user separately.

<b>SITE</b>	<b>EVENT TYPE</b>	<b>PROFIT GROUPS</b>	<b>NON-PROFIT</b>	<b>OUT OF DISTRICT SCHOOLS</b>
Alamo Stadium	Football	\$4,000 (per game)	\$2,500 (per game)	\$2,000 (per game)
	Track/Field Day	\$1,500 (5-hour period)	\$1,000 (5-hour period)	\$600 (5-hour period)
	Soccer	\$1,500 (4-hour period)	\$1,000 (4-hour period)	\$600 (4-hour period)
	Other	\$4,000 (4-hour period)	\$1,000 (4-hour period)	\$600 (4-hour period)
Alamo Convocation Center	ALL	\$2,000 (4-hour period)	\$1,000 (4-hour period)	\$600 (4-hour period)
Sports Complex	Football	\$1,700 (per game)	\$1,200 (per game)	\$1,000 (per game)
	Baseball @Primary	\$1,200 (5-hour period)	\$900 (5-hour period)	\$600 (5-hour period)
	Baseball @Secondary	\$1,000 (5-hour period)	\$800 (5-hour period)	\$500 (5-hour period)
	Soccer @Primary	\$1,000 (4-hour period)	\$900 (4-hour period)	\$600 (4-hour period)
	Soccer @Secondary	\$900 (4-hour period)	\$800 (4-hour period)	\$500 (4-hour period)
	Softball @Primary	\$1,200 (4-hour period)	\$900 (4-hour period)	\$600 (4-hour period)
	Softball @Secondary	\$1,000 (4-hour period)	\$800 (4-hour period)	\$500 (4-hour period)

<b>Parking Lot Only</b>	A \$400 fee will be charged for use of only the parking lots at a facility. (Use of parking lots in conjunction with uses stated above is included in the regular fee.)
<b>Use Beyond Stated Time Period</b>	Users will be charged \$100 for each additional hour beyond the time period stated above, except there will be no additional charge for extra inning baseball or softball games at the Sports Complex only.
<b>Admission Fees</b>	If user charges admission, the rental fee will be 15% of the gross receipts or the minimum rental rate, whichever is greater.
<b>Video Board</b>	For live showcasing & replay segments of the event, a fee of \$1,100 will be charged. For only scorekeeping display, the fee is \$130, which includes a scorekeeper & an announcer. For 25 second timer, a \$55 fee is added. Video board will also include sponsors and other content selected by SAISD.