

CITY OF BEDFORD, OHIO

ORDINANCE NO. 063-24

AN ORDINANCE AMENDING ORDINANCE NO. 9747-19 PERTAINING TO SECTION 1105.03 ENTITLED “FEES, DEPOSITS AND CHARGES” REGARDING THE RECREATION CENTERS AND DECLARING AN EMERGENCY

WHEREAS, the Administration recommends the changes stated below in an effort to further update its Rules and Regulation regarding utilization of the City’s recreation centers.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Bedford, County of Cuyahoga and State of Ohio:

Section 1. That Section 1105.03 entitled “Fees, Deposits and Charges” which previously read as follows:

1105.03 FEES, DEPOSITS AND CHARGES

- a) The Parks & Recreation Department, Council and City Officials, Boards and Commissions are permitted to use the Center for any Municipal purpose or function free of charge.
- b) A refundable fifty-dollar (\$50.00) damage deposit shall be charged to each group contracting for regular meetings in the Center. Private parties utilizing the gymnasium require a one hundred-dollar (\$100.00) security deposit. Private parties utilizing the multipurpose room or classrooms require a fifty-dollar (\$50.00) security deposit. Organizations using the Center for regularly scheduled meetings shall be required to keep a security deposit on file with the City for as long as they use the Center. Contracts shall be for one-year periods.
- c) No rental fee will be charged for regular meetings for any room Monday through Friday for contracted senior groups, youth groups, non-profit, charitable, and service groups holding regular meetings no more than once a week. Rates for Friday evening beginning at 5:00 p.m. through Sunday will not be free of charge.
- d) Hourly Rental Fees (minimum 3-hour rental 5:00 pm Friday through Sunday):
  1. Gymnasium
    - Maximum seating capacity – 120
    - Security Deposit – \$100
    - Fee – \$75 per hour (includes use of the warming kitchen)
  2. Multipurpose Room (Room 4)
    - Maximum seating capacity – 80
    - Security Deposit – \$50
    - Fee – \$55 per hour
  3. Classroom
    - Maximum seating capacity – 30
    - Security Deposit – \$50
    - Fee – \$40 per hour

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- e) Senior groups and youth groups shall utilize the facilities without charge from Monday through 5:00 p.m. Friday. Non-contracted non-profit, charitable, and service groups whose memberships are composed of at least fifty percent Bedford residents shall only pay seventy-five percent of the fees and deposits as specified previously in this section if such use takes place Monday through 5:00 p.m. Friday. Any group utilizing the facility from 5:00 p.m. Friday to 10:00 p.m. Sunday shall pay the regular rate with no exceptions.
- f) The Parks & Recreation Director or designee will automatically request a security deposit refund be granted to the permit holder once the event concludes, unless there is a problem with the Center. A check will be issued by the Finance Department and will be mailed approximately thirty days after use of the facility.
- g) The cost of repairing any damage to the Center or its contents shall be charged directly to the permit holder in occupancy at the time of the damage. Such cost will be charged against the security deposit. Any cost over and above the security deposit will be the responsibility of the permit holder.
- h) Any violation of Center rules and regulations may result in forfeiture of the total security deposit.
- i) Cancellation of any event must be made in writing and at least seventy- two hours prior to the event, with a penalty of twenty-five dollars (\$25.00). Any written cancellation made less than seventy-two hours prior to the event will be penalized fifty percent (50%) of the security deposit. If no notice is given, the person or group shall forfeit the entire amount of the rental fee and security deposit.
- j) The City Manager or designee has the authority to reduce or waive fees as deemed necessary.

**BE AND THE SAME IS HEREBY AMENDED TO READ:**

**1105.03 FEES, DEPOSITS AND CHARGES**

- a) The Parks & Recreation Department, Council and City Officials, Boards and Commissions are permitted to use the Center for any Municipal purpose or function free of charge.
- b) No rental fee will be charged for regular meetings for any room Monday through Friday for contracted senior groups, youth groups, non-profit, charitable, and service groups holding regular meetings no more than once a week. Rates for Friday evening beginning at 5:00 p.m. through Sunday will not be free of charge.
- c) Hourly Rental Fees (minimum 3-hour rental 5:00 pm Friday through Sunday):
  - 1. Gymnasium
    - Fee – \$100.00 per hour (includes use of the warming kitchen)
    - \$100.00 Additional maintenance fee per event.
    - \$200.00 Deposit (applied toward the final invoice: equivalent to 1 hour of rental plus maintenance fee). Deposit is due within 5 business days of application approval.
    - Remaining balance due 30 days in advance of event.
  - 2. Multipurpose Room (Room 4)

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- Fee – \$75.00 per hour
- \$75.00 Additional maintenance fee per event.
- \$150.00 Deposit (applied toward the final invoice: equivalent to 1 hour of rental plus maintenance fee). Deposit is due within 5 business days of application approval.
- Remaining balance due 30 days in advance of event.

3. Classroom

- Fee – \$65.00 per hour
- \$65.00 Additional maintenance fee per event.
- \$130.00 Deposit (applied toward the final invoice: equivalent to 1 hour of rental plus maintenance fee). Deposit is due within 5 business days of application approval.
- Remaining balance due 30 days in advance of event.

- d) Senior groups and youth groups shall utilize the facilities without charge from Monday through 5:00 p.m. Friday. Non-contracted non-profit, charitable, and service groups whose memberships are composed of at least fifty percent Bedford residents shall only pay seventy-five percent of the fees and deposits as specified previously in this section if such use takes place Monday through 5:00 p.m. Friday. Any group utilizing the facility from 5:00 p.m. Friday to 10:00 p.m. Sunday shall pay the regular rate with no exceptions.
- e) The cost of repairing any damage to the Center or its contents shall be charged directly to the permit holder in occupancy at the time of the damage.
- f) Any violation of Center rules and regulations may result in forfeiture of **permit holder's ability to rent in the future.**
- g) Cancellation of any event must be made in writing and at least seventy-two hours prior to the event, with a charge of twenty-five dollars (\$25.00). Any written cancellation made less than seventy-two hours prior to the event will be penalized fifty percent (50%) of the security deposit. If no notice is given, the person or group shall forfeit the entire amount of the rental fee and any deposit.
- h) The City Manager or designee has the authority to reduce or waive fees as deemed necessary.

Section 2. This ordinance is hereby declared to be an emergency measure immediately necessary for the public health, safety and welfare and for the further reason that these fees are in effect as soon as possible.

WHEREFORE, this ordinance shall take effect and be in force from and after the earliest period allowed by law.

1<sup>st</sup> Rdg.: 11/4/2024

2<sup>nd</sup> Rdg. 11/18/2024

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Stanley C. Koci, Mayor-President of Council

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Tracy M. Simons, Clerk of Council

Prepared and approved as to legal content by:

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John J. Montello, Law Director

PASSED: December 2, 2024