

Work Session Meeting of the Sandy Springs City Council was held on Tuesday, June 6, 2017, at 7:55 p.m., Mayor Rusty Paul presiding.

Councilmembers present: Council Member John Paulson, Council Member Ken Dishman, Council Member Chris Burnett, Council Member Gabriel Sterling, and Council Member Tibby DeJulio. Council Member Andy Bauman was absent.

STAFF DISCUSSION ITEMS

Performing Arts Center

1. 17-217 Sandy Springs Performing Arts Center Rental Rates

PAC General Manager Michael Enoch gave the Facility Usage Application and Rental Rates Performing Arts Center at City Springs PowerPoint Presentation. If Council approves these rates, this item will come back to Council for final approval at a future date. Staff hopes to open up the rental booking and start to take holds for all the spaces available to rent at the Performing Arts Center at the end of July.

Council Member John Paulson stated this is an incredibly complex task. He asked what happens if someone rents the lobby for the studio theatre and someone else wants to rent the studio. He asked if the studio would be locked out, since the lobby is already booked.

PAC General Manager Enoch stated that is why there is a hold system for booking. If someone wants to place a hold for a certain date, staff will hold the date for a certain amount of time. Once a contract is executed, the other spaces will be blacked out in the system. After Council approves these rates, staff will take all the legacy events and black out those scheduled dates. All of the City Council meeting dates, Farmers Market dates, and other items are prescheduled. That is the difficulty of having multiple rooms for rent. Some of the spaces are integral to making the space operate for a large event. Staff has to pay very close attention when booking events.

Council Member Chris Burnett asked if there would be an online booking option for users to book these facilities, as well as being able to place a phone call to book. He asked how the City would vet the facilities' users for the City's intended uses.

PAC General Manager Enoch stated on the City website there will be an application process to book events. The application will ask for certain information such as do they have experience using the facility, the financial wherewithal, and have they used other facilities. Staff will review the application before the facility is rented out to each user. Once someone becomes a qualified user, then that user will be qualified to place holds to book the facility. There will be a vetting process in the beginning. For the business rooms that want to be booked, the individual will not have to go through the whole application process. For experienced promoters that want to use the other facilities, staff would go through the application process.

Council Member Burnett asked if it is customary for the larger users to provide their own liability insurance certificates.

PAC General Manager Enoch responded yes. Staff will ask them during the application process to provide liability insurance and the City will need to be named as additional insured.

Council Member Gabriel Sterling stated on the discounted rates and the forty-five days to be booked in advance, he assumes the individual can pay the full booking price and not have to worry about being pushed out of the booking space.

PAC General Manager Enoch responded that is correct. Staff was trying to give a decreased rate to the nonprofits and noncommercial groups. If the space is rented a year in advance and a commercial promoter wanted to rent the space, they have a certain amount of time to rent the space. If it were forty-five days prior to an event and no one had rented the space, staff would guarantee that reduced rate to the nonprofit organization.

Council Member Sterling asked if someone had reserved the space and a commercial user came to the City at day forty-five or forty-six, would the City go back to the original person who scheduled the space and let them rent the space if the full rental amount is paid. He is thinking about someone trying to get a deal on a wedding venue and their booked event is cancelled after the wedding invitations have already been mailed out.

PAC General Manager Enoch stated the full rental rate would need to be paid and the scheduled date would still be available for that renter. If no one claims the rental of the space before the time, the individual would receive the reduced rental rate. The reason for this is to try to take care of the citizens of Sandy Springs that wish to have those types of family events that do not produce money.

Mayor Rusty Paul stated once these rental rates are published, staff would receive inquiries from local groups and such. He asked that staff take the feedback from the community regarding the rates.

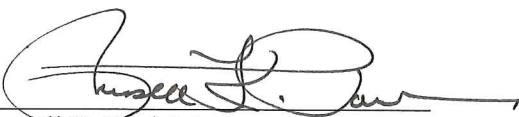
PAC General Manager Enoch stated staff would like to have this item approved in June, since there is only one City Council meeting in July. Staff would like to have scheduling of the spaces available by the end of July.

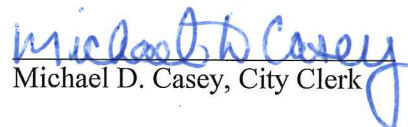
Mayor Paul asked that the proposed rental rates be sent to all the known groups in the City, so they can give their opinion on this. He has received inquiries from many people stating they are concerned they will not be able to afford to use this facility.

There was a consensus of Council to move forward with the proposed Sandy Springs Performing Arts Center Rental Rates.

There being no further discussion, the meeting adjourned at 8:10 p.m.

Date Approved: June 20, 2017


Russell K. Paul, Mayor


Michael D. Casey, City Clerk