



CITY OF CONCORD

REPORT TO CITY COUNCIL

FROM: Brian LeBrun, Deputy City Manager – Finance
DATE: January 28, 2019
SUBJECT: \$30,200 Supplemental Appropriation for Beaver Meadow Tent Project

Recommendation

Accept this report for the Framed Tent Structure (Option 1 below) and approve the attached supplemental appropriation for additional funding for the Beaver Meadow Golf Course Tent Project, CIP #107.

Background

In June 2018, the City Council approved \$30,000 to put up a function tent at Beaver Meadow Golf Course for outings at Beaver Meadow that require the ability to accommodate large groups.

Discussion

The Golf Course Advisory Committee and golf course staff reviewed different options to support the tent project. The funding that was provided would have allowed for a pole tent structure only and did not allow for any type of flooring, side walls, or tables and chairs.

With the regular use that is anticipated, the ground would be trampled and could become hazardous; sidewalls are desirable to protect customers from the elements, when necessary; and purchasing tables and chairs instead of renting for each event is more advantageous. Renting tables and chairs for 200 guests would be approximately \$400-\$500 per event and seven events pays for the purchase.

The proposed tent size (40' x 80') would accommodate a group of approximately 200 guests.

Below are three potential options for the tent project:

1. Frame Tent Structure (Strongest seasonal structure)

Frame Tent	\$35,500
Sidewalls	Included
Concrete Flooring	19,000
Site work and materials	2,000
25 Tables	2,100
200 Chairs	<u>1,600</u>
Total	\$60,200
<i>Additional funding needed \$30,200</i>	

2. Pole Tent Structure (Solid structure)

Pole Tent	\$29,500
Sidewalls	Included
Concrete Flooring	19,000
Site work and materials	2,000
25 Tables	2,100
200 Chairs	<u>1,600</u>
Total	\$54,200
<i>Additional funding needed \$24,200</i>	

3. Pole Tent Only (Within budget) **\$29,500**

Additionally, there will be an annual maintenance charge of approximately \$3,200 to annually install/remove, clean and store the tent. This charge will be built into the annual operating budget.

Also discussed was the ability to charge users of the tent as part of a golf outing, build into the pricing of the outing and other flat fee charges for use not related to a golf outing. It is anticipated that an additional \$5,000 to \$7,000 could be generated annually for tent rentals.

A sample picture of a frame tent is included with this report.