

**Rhodes Stadium
Facility Rental and Related Fees**

Rates and fees designated on the Rhodes Stadium exhibit will be subject to annual review. Rates and fees may be modified without advance notice. All **confirmed** facility reservation requests and agreements will be honored at the rates at the time of execution and will not be subject to rate changes.

Facility Rental and Related Fees for other facilities can be found in the exhibits at GKD (REGULATION) as follows:

- Exhibit A: Campus Facility Rental and Related Fees
- Exhibit B: District-Wide Facility Rental and Related Fees (i.e. ESC Training Rooms, Professional Development Annex Training Rooms, Required Staffing,
- Exhibit C: Fine Arts and Performing Arts Centers (PAC) -- Facility Rental and Related Fees Including Reservation Guidelines and Procedures, Required Staffing (i.e. PAC with or without fine art classrooms and/or Black Box Theaters)
- Exhibit D: Leonard E. Merrell Center -- Facility Rental and Related Fees Including Reservation Procedures and Guidelines (i.e. LMC arena, meeting rooms, conference rooms, concourses, etc.)
- Exhibit E: Legacy Stadium – Facility Rental and Related Fees Including Reservation Procedures and Guidelines (Community Rooms, Field, Locker Rooms, Press Box, etc.)
- Exhibit G: Aquatics Facilities – Facility Rental and Related Fees Including Reservation Procedures and Guidelines (Pool, Locker Rooms, Hospitality Rooms, Required Staffing)
- Exhibit H: Gerald D. Young Agricultural Sciences Center – Facility Rental and Related Fees Including Reservation Procedures and Guidelines (Gary A. Vos Project Center, W.E. “Billy” Morgan Rodeo Arena, L.D. Robinson Pavilion)

FACILITY	COST PER 4 HOUR USE (minimum)	COST PER 8 HOUR USE	COST PER ADD'L HOUR USE	CLASS C HOURLY RATE (3 Hour minimum)
FIELD/STADIUM ^{1, 2} (INCLUDES LOCKER ROOM ACCESS)	\$1,000	\$1,500	\$125	\$75
FIELD LIGHTS	\$100	\$200	\$25	\$25
PARKING LOT LIGHTS ³	\$100	\$200	\$25	\$25
PARKING LOT AREA	\$125 PER DAY			

¹ ADDITIONAL FEES WILL BE APPLIED FOR EMPLOYEE SERVICES & STAFFING BASED ON SIZE AND SCOPE OF THE EVENT

² PRESS BOX ACCESS IS BASED ON ATHLETIC APPROVAL AND SUBJECT TO ADDITIONAL FEES

³ FEES APPLY FOR PARKING LOT LIGHTS WHEN ONLY THE PARKING LOT IS REQUESTED

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RESERVATION PROCEDURES AND GUIDELINES

Reservation Forms

Groups, organizations or businesses considering rental of Rhodes Stadium, or any portion thereof, must submit a signed *Facility Reservation Request Form (Exhibit E)*. **Katy ISD faculty and/or staff may not represent an external client in order to circumvent the Facility Rental and Related Fees.**

All groups, organizations or businesses renting the facility must designate a "Contact Person" who will be responsible for ensuring the proper care of the facility. The Contact Person must be present for the entirety of the rental period.

Insurance

Groups, organizations or businesses shall maintain, at their sole cost and expense, comprehensive general public liability insurance from an approved company authorized to do business in the State of Texas in which the group, organization or business is named as an insured and Katy ISD is named as an additional insured with limits of not less than one million dollars (\$1,000,000) for the period of time set forth in the reservation request. The insurance policy must reflect that it is primary and not secondary or contributory with any insurance maintained by the District. The insurance policy may not be canceled prior to the conclusion of the term of this reservation without ten (10) business days advance written notice to the District. The policy must also include coverage for bodily injury, including death, property damages, deprivation of civil rights or civil liberties, defamation of character, libel, slander, and other similar causes of action; the group, organization or business waives any right of subrogation against the District in connection with any insurance proceeds received by or due to the District. Groups, organizations or businesses shall furnish, not less than ten (10) business days in advance of the date for the facility reservation, a certificate showing such insurance to be in effect. Groups, organizations or businesses should understand and agree that if it fails to provide timely evidence of such insurance sufficient to provide primary insurance coverage to the District for all risks and limits described herein, the District will prohibit the use of the facility and any deposit will be forfeited without waiver of the District's rights to recover any other damages for such breach.

Cancellation

Groups, organizations, and businesses in Classifications C, D, E, and F that rent District facilities must provide a minimum of 72-hour advance written notice of a cancellation, (excluding PACs, Gerald D. Young Agricultural Science Center and the Merrell Center). Failure to provide adequate cancellation notice may result in the group/organization or business being billed for a minimum of three (3) hours for all scheduled employee services.

Employee Services

In addition to facility rental fees, the fees for employee services are billed for the applicable minimum at the following hourly rates:

▪ Event Supervisor	\$45.00
▪ Custodians	\$40.00
▪ Food Service Employees	\$50.00
▪ Unarmed Security	\$45.00
▪ Armed Security	\$75.00
▪ Maintenance Employees	\$40.00
▪ Technical Services Coordinator	\$50.00
▪ Video Production Director	\$45.00
▪ Technicians (Video, Sound, Lighting)	\$40.00
▪ Stagehands	\$40.00
▪ Press Box Supervisor	\$30.00
▪ Stadium Supervisor	\$50.00
▪ Ushers	\$20.00
▪ Usher Supervisor	\$35.00
▪ Ticket Sellers/Takers	\$20.00
▪ Merchandise Salesmen	\$20.00
▪ Athletic Trainer	\$45.00
▪ EMT	\$50.00
▪ Other employee services as required by the event	
▪ Some events may require use of non-District third party contractor(s) to provide labor as determined by Rhodes Stadium staff. Such labor may include, but is not limited to: Ushers, crowd control,	

stagehands, and/or security. Rates, as established by the contractor, will be provided to client at the time of estimate preparation.

- All employee service hours worked after the applicable minimum will be billed in full hour increments based on the full-hour rate as listed above.

Additional Services

Live Action Media Broadcast System \$250 plus labor

Staffing Information

- The Maintenance & Operations Department and the Katy ISD Police Department will determine the minimum number of staff members necessary based on the type of activity, number of Threat Detection Stations required, and the anticipated number in attendance.
- All Rhodes Stadium events with ticket sales, merchandise sales, and/or concession sales may require Katy ISD Armed Security on site for up to 750 guests. Additional Armed or Unarmed Security may be required based on additional attendees. This determination will be made by the Maintenance & Operations in conjunction with the Katy ISD Police Department and will be reflected on the Event Estimate.
- All Rhodes Stadium events require at least one (1) male and one (1) female custodian on site. Additional custodians may be required based on additional attendees. This determination will be made by the Maintenance & Operations Department and will be reflected on the Event Estimate.
- All Rhodes Stadium events requiring the use of the stadium PA system, requires at least one (1) facility sound technician to be on duty for the event.
- Clients may provide additional labor, but it does not supersede or replace the requirements stated above.
- Any Rhodes Stadium event may require an EMT to be on duty for the entirety of the event.
- All Rhodes Stadium events with expected guest attendance at or above 1,500 may necessitate the use of additional Armed and Unarmed Security to ensure safe and effective parking and traffic control.

Payment and Current Certificate of Insurance, listing Katy ISD as the Certificate Holder/Additional Insured are due 10 business days prior to the event date.

ADDITIONAL INFORMATION

Reservations

All requests for facility rental by non-Katy ISD groups, organizations or businesses may be submitted beginning August 1 of each year for reservations beginning on or after September 1. All reservations must be received at least 30 days in advance of the first rental date included in the reservation request. **Katy ISD faculty and/or staff may not represent an external client in order to circumvent the Facility Rental and Related Fees.**

Rhodes Stadium, when made available for use, will be based upon classification and priority of groups as specified in the GKD REGULATION. The District shall have first priority of facility use and may cancel any agreement of any facility prior to the event if the District determines that it must use the facility for a function directly related to the operation of the District. The District may also cancel an event with less than 24-hour notice under such emergency circumstances that would preclude the safe occupancy and use of the leased facility. The District also reserves the right to adjust or restrict the hours of use by any group, organization or business in order to accommodate the greatest number of requests.

The use of the facility requested will be restricted to individuals associated with the organization/event in order to maintain security. Subleasing is prohibited.

District facilities, when made available for use, will be based upon classification and priority of groups. Any agreement to reserve or rent a facility may be canceled by the District in favor of school-related activities should a conflict in schedule develop at any time. This will not apply to the Gerald D. Young Agricultural Science Center or the Merrell Center. The District reserves the right to adjust or restrict the hours of use by any group or person in order to accommodate the greatest number of requests. Preference will be given to youth groups of the District and other groups whose membership contain the largest percentage of District residents.

Payment

Rental fees will be charged based on the groups/organizations and business's classification type, the facility or facilities being rented, and employee service charges as specified in the Administrative Regulation at GKD and this document, as applicable. The above fees are based on a four-hour minimum (unless otherwise stated).

After the four-hour minimum, any portion of an hour beyond fifteen minutes will result in the organization being billed for a full hour.

The basic fee for use of these facilities does not include charges for required employee services or for the set up and take down of user's equipment or exhibits.

Payment of Fees for Rental and Employee Services

Ten (10) business days prior to an event, the group/organization or business will be responsible for paying the estimated fees associated with the facility rental and cost of the services as established in this exhibit. Possible charges include, but are not limited to, custodial, food service, District event supervisor, technology, parking, traffic control, security, and maintenance employee services. In addition, any other services, requested by the group/organization or business will be payable ten (10) business days prior to the event. The prepaid estimate of charges (and deposit, if applicable) will be applied toward the final charges for the event.

Immediately following the event, the Maintenance & Operations Department will issue a final invoice for the balance owed. Payment will be due immediately upon receipt. The balance owed must be paid in full prior to the next event in a series taking place. Failure to make payment will result in denial of future use. In the event that the actual charges are less than the estimate (and deposit, if applicable), the group/organization or business will be reimbursed the difference no later than 30 days following the use of the facility. Premium rates will be charged for employee service fees at all facilities on designated holidays as specified in this exhibit.

Designated Holidays and Non-instructional Day Use

District facilities will be closed on the following designated holidays unless permission is granted by the Maintenance & Operations Department:

- New Year's Day
- Good Friday
- Easter Sunday
- Memorial Day
- Independence Day (July 4 and specified weekday, if applicable)
- Labor Day
- Thanksgiving Day
- Friday after Thanksgiving Day
- Christmas Eve
- Christmas Day
- New Year's Eve

If permission is granted for use, all employee service hours worked on designated holidays will be billed at holiday premium rates equivalent to two times the rate specified as employee fees above.

District facilities operate with a regular staff and schedule on the School Days designated on the District's instructional calendar. On Non-School Days, access to facilities may be limited due to changes in custodial hours and staff on these days.

Food/Catering

All arrangements and requirements for food and beverages being prepared and/or served in District facilities must be made and met in advance of the event. A waiver to the District's food and beverage requirements may be obtained in some instances, and a fee may be assessed for this option. Catering fees will be determined by the Nutrition and Food Service Department based upon menu selection.

Parking and Security

Parking Lots at Legacy Stadium are available for rent. A Facility Reservation Request form must be submitted to the Maintenance & Operations Department at least 30 days prior to the event date, and applicable facility fees will apply. A certificate of insurance must be provided and there will be fees for restroom access and/or parking lot lights. The Maintenance & Operations Department in conjunction with the Katy ISD Police Department shall determine whether or not the event requires security, a District event supervisor or other support personnel. Fees for personnel will apply.

At all Katy ISD Facilities, vehicular parking is restricted to approved parking lots. Parking on school grounds, or any unpaved surface/area is prohibited without the prior consent of the Maintenance & Operations Department. Public parking on District property is at the vehicle owner's risk. Parking lot violators are subject to having vehicles towed at the owner's expense.

The District reserves the right to charge a parking fee for special events and to determine when Police Officers are necessary for traffic control.

Prohibitions

The District shall have the authority to prohibit any performance, activity, exhibition, or entertainment that is deemed to be indecent, obscene, immoral or in any manner publicly offensive. Groups/organizations and businesses that are known to have a history of or propensity for such prohibited types of activities will be prohibited from renting facilities.

Use, possession, or storage of any pesticide or herbicide on any Katy ISD property is prohibited as required by law. Violating any federal, state or local laws or regulations may result in forfeiture of future activities on school property.

Use, sale, or possession of alcoholic beverages, illegal drugs, pyrotechnics (including candles, any open flame, and fireworks), weapons, and firearms, and the use of tobacco products on District property will not be permitted. No firearms, including concealed handguns, will be permitted on District property without specific authorization from the Director of Public Safety and/or the Executive Director of Maintenance & Operations. [See GKA (REGULATION) for additional information.] Violators shall be prosecuted to the fullest extent of the law. Evidence of any violation of federal, state, or local laws during the use of a District facility shall be cause for suspension of privileges of future use.

Groups/organizations and businesses reserving a District facility may not post any signage on District property except at the facility during the scheduled date and time of the facility reservation. All signage shall be submitted for review to the Maintenance & Operations Department prior to posting.

The group/organization or business must agree to:

- Keep aisles, corridors, passages, vestibules, elevators, and stairways free and clear of obstructions and shall not use these areas other than for ingress and egress.
- Refrain from injuring or defacing the premises or any part thereof and not to drive or permit others to drive nails, hooks, tacks, or screws into any part of the premises or furnishings or to apply tape or other materials to the wall.
- Make no alterations in the authorized areas.
- Not use or permit the use of flammable tissue paper, crepe paper, or material for decorative purposes or any combustible liquid or substance.
- Not post, display, distribute, or announce in, on or adjacent to the reserved facility any signs, messages, or other materials without prior approval of the Maintenance & Operations Department.