

## **Alternative Recommendation**

### **GOVERNMENT CENTER CONFERENCE CENTER FACILITY USE FEES**

Due to increased use of the common areas at the Fairfax County Government Center by a variety of non-profit groups, the costs to provide meeting space and staff support for meetings and events have risen.

Research was conducted by contacting neighboring counties and other Fairfax County agencies and organizations to determine if user fees were assessed for the use of their facilities. The results indicated that each one assesses fees but the basis of the fees varied depending upon the organization and the facilities that they serve, i.e. school system, recreation departments and local hotels.

Assessing fees would provide funds to continue our current level of support and begin a replacement schedule for furnishings and equipment to recover some of the operating costs, as well as recovering costs for custodial and security services, and staff support.

Our recommendation for the fee policy includes the following:

- All nonprofit groups, associations, County employees and citizens (for non-business purposes) and other governmental entities will be charged for use of the facility at all times.
- No fees will be assessed to Boards, Authorities or Commissions for the use of the facilities.
- Fairfax County agencies will not be charged for use of the facility during normal working hours or after-hours use.

The proposed fees for the use of the common areas at the Fairfax County Government Center are based on the cost information received from agencies and organizations that were contacted and the historical usage of approximately 1,000 annual meetings and events by non-profit groups, associations, County employees and citizens, and other governmental entities.

We are proposing that the facility use fee be \$ 85.00 hourly for the Board Auditorium and \$ 60.00 for conference rooms and all other space use. It is projected that the total annual revenue will be \$ 443,500.00.

**APPENDIX F**

Government Center Facility Use  
Actual Expenditures  
FY 2008

Custodial Contract Day Porter	\$ 87,200.00
Meeting/Event Support Staff Character 20-Personnel	\$ 213,696.00
Security Services Contract (30% of Government Center contract cost)	\$ 320,455.00
Total Annual Expenditures	\$ 621,351.00

## Facilities Use Fees Comparisons

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## APPENDIX F

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Facility Use Fees  
Annual Revenue Estimates

Used by: Non-Profit Events FY08	Room Use	*Hourly Rate	4-Hr Increment	8-Hr Increment	Total
25	Board Auditorium	\$ 85.00	\$ 8,500.00		\$ 8,500.00
75	Board Auditorium	\$ 85.00		\$ 51,000.00	\$ 51,000.00
200	Conference Room	\$ 60.00	\$ 48,000.00		\$ 48,000.00
700	Conference Room	\$ 60.00		\$336,000.00	\$336,000.00
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1,000			\$ 56,500.00	\$387,000.00	\$443,500.00

Estimated total annual revenue from Government Center Conference Center facility use fees is \$443,500.

\*Proposed

**PROJECTED REVENUE FORECAST  
PARKING GARAGE FEES**

The Facilities Management Department is proposing that parking garage fees for the Virginia Rail Express (VRE) and Herndon Monroe parking garages be considered in order to provide on-going maintenance for the County.

Research was conducted in the metro area regarding the current parking garage fees at various Metro parking facilities. The results are as follows:

- Virginia – most Metro parking facilities      \$ 4.50 All Day Rider
- Maryland – most Metro parking facilities      \$ 4.25 All Day Rider
- Montgomery County – Red line stations      \$ 4.75 All Day Rider

Based on the number of parking spaces in the garages at VRE (1,542) and Herndon Monroe (1,762), we determined that charging a modest fee of \$ 2.00 per day would generate the following revenue:

- \$ 868,080.00 in the 1<sup>st</sup> year
- \$ 1,368,080.00 in year 2.
- \$10,635,600.00 in 5 years

Projected Revenue Forecast  
Parking Garage Fees

	<b><u>\$2.00 Per Day</u></b>	<b><u>\$3.00 Per Day</u></b>
VRE		
1542 total spaces	\$ 801,840	\$ 1,202,760
Herndon Monroe		
1762 total spaces	\$ 916,240	\$ 1,374,360
Total Annual Fees	\$ 1,718,080	\$ 2,577,120
One-time Equipment Cost	\$ (500,000)	\$ (500,000)
*Annual Contractor Management Fee	\$ (350,000)	\$ (350,000)
Projected Revenue		
Year 1	\$ 868,080	\$ 1,727,120
Year 2	\$ 1,368,080	\$ 2,227,120
In 5 years	\$ 6,340,400	\$10,635,600

Note: The information below is the current parking garage rates at the following locations:

Virginia – most Metro parking facilities	\$ 4.50 All Day Rider
Maryland – most Metro parking facilities	\$ 4.25 All Day Rider
Montgomery County – Red line stations	\$ 4.75 All Day Rider

\*Contractor fees includes: Collection of parking fees, maintenance of parking equipment, garage cleaning and snow removal.