

**Oyster River Cooperative School District  
School Board Finance Committee**

**February 16, 2024  
10:30 AM  
SAU Conference Room**

**AGENDA**

- I. Call to Order
  
- II. Discussion Item:
  - A. Facility Fees (KF-R)
  - B. CIP Information
  - C. Other ideas
  
- III. Other

## Facility Use Requirements

IRS Tax Exempt Certificate shall be required to substantiate non-profit status annually.

Proof of Insurance will be provided by all users annually.

When there are two events held by one user: one event on one day and the other event the next - a separate fee is charged for each event.

Elementary Day Care Usage Monthly Charge \$200.00

UNH will be charged in the Non Profit Category

Oyster River PTO's and Oyster River Booster Clubs will not be charged for rental or custodial.

The Towns of Durham, Lee and Madbury, or any approved subcommittee of said towns, will not be charged for rental or custodial.

Facility rental fees are per day unless otherwise noted (\*). All groups will be charged for staffing and other fees as applicable.

### BUILDING/GROUNDS RENTAL FEES

BUILDING/GROUNDS RENTAL FEES				
STAFFING FEES:		Week Day	Weekend/ Holiday	
Custodial Fee	Minimum of 3 hour per event	40/hr*	60/hr*	
Auditorium Tech Fee	Minimum of 3 hour per event	50/hr*	75/hr*	
OTHER FEES:				
Application Fee	Per event	\$25	\$25	
Audio/Visual	\$20.00 per day	\$20	\$20	
Outside lights	Turf Field - Track	75/hr*	75/hr*	
Gym Floor Cover Tarp	Per set up and breakdown	\$800	\$800	
Tables and Chairs	\$10 per table \$1 per chair	per item	per item	
FACILITY RENTAL FEES:				
MOHARIMET SCHOOL	SEATING CAPACITY	For Profit	Non Profit	Additional Information
Cafeteria/Stage	298 (seating only set ups) 147 chairs allowed	\$200	\$125	
Gym	518 (seating only set ups) 357 chairs allowed	\$500	\$200	
Cafe/Gym Combined	816 (seating only set ups) 504 chairs allowed	\$500	\$200	
East Commons	50	\$150	\$75	
West Commons	50	\$150	\$75	
Library	44	\$200	\$100	
Classroom	30	\$100	\$50	
Sports Field		\$75/hr*	20/hr*	
MAST WAY SCHOOL	SEATING CAPACITY	For Profit	Non Profit	Additional Information
Multi-Purpose Room/Stage	250 (lecture style) 134 (with tables/chairs)	\$500	\$200	
Cafeteria	225 (lecture style) 170 (with tables/chairs)	\$200	\$125	
North Commons	40	\$150	\$75	
Library	44	\$200	\$100	
Classroom	30	\$100	\$50	
Sports Field		\$75/hr*	\$20/hr*	

**OYSTER RIVER COOPERATIVE SCHOOL DISTRICT      KF-R1**  
**BUILDING/GROUNDS RENTAL FEES - Revised: 1/17/2024**

MIDDLE SCHOOL				
MIDDLE SCHOOL	SEATING CAPACITY	For Profit	Non Profit	Additional Information
Recital Hall	911	\$600 1st 3 hrs \$75/hr add'l*	\$300 1st 3 hrs \$40/hr add'l*	3 hour minimum w/ hourly rate for additional hours
Gymnasium	1128 (seating) 236 (performance) 892	\$100/hr*	\$50/hr*	
Changing Rooms	23	\$50	\$50	
Adaptive PE	18	\$100	\$50	
Learning Commons	330	\$200	\$125	
Library		\$200	\$100	
Chorus/Band Rooms	86/65	\$225	\$125	
Classroom	45	\$100	\$50	
Turf Field		\$675 1st 3 hrs \$225/hr add'l*	\$360 1st 3 hrs \$120/hr add'l*	3 hour minimum w/ hourly rate for additional hours
HIGH SCHOOL				
HIGH SCHOOL	SEATING CAPACITY	For Profit	Non Profit	Additional Information
Auditorium/Stage & Music Room	524 seats with 6 spots for wheelchairs	\$600 1st 3 hrs \$75/hr add'l	\$300 1st 3 hrs \$40/hr add'l	3 hour minimum w/ hourly rate for additional hours
Gymnasium	PLEASE SEE BOX BELOW	\$100/hr*	\$50/hr*	
Multipurpose Room	242 (tables/chairs) 519 (lecture style)	\$300	\$150	
Locker Rooms		\$50	\$50	
Cafeteria	200 (tables/chairs) 428 (lecture style)	\$200	\$125	
Library	64	\$200	\$100	
Music Room	40	\$225	\$125	
Classroom	30	\$100	\$50	
HS Athletic Turf Field & Track		\$675 1st 3 hrs \$225/hr add'l*	\$360 1st 3 hrs \$120/hr add'l*	3 hour minimum w/ hourly rate for additional hours
HS Other Fields		\$675 1st 3 hrs \$225/hr add'l*	\$360 1st 3 hrs \$120/hr add'l*	3 hour minimum w/ hourly rate for additional hours
Tennis Courts		\$150/hr*	75/hr*	
HS Gymnasium Capacity				
Bleachers closed no furniture	1729			
Bleachers closed chairs only	1153			
Bleachers closed tables/chairs	808			
Bleachers	672			
Bleachers open & chairs	907			
Bleachers open table/chairs	636			

## Facility Use Requirements

IRS Tax Exempt Certificate shall be required to substantiate non-profit annually.

Proof of Insurance will be provided by all user annually.

When there are two events held: one in the afternoon and one in the evening - a separate fee is charged for each event, providing there is an admission fee charged for each event.

Elementary Day Care Usage Monthly Charge \$200.00

UNH will be charged in the Outside Non-Profit Category

After regular hours, weekends or holidays, custodial, kitchen and auditorium tech fees to be charged to all outside groups & non-profit w/in District. Other charges may occur for turf field, lights, vandalism, damages and any other equipment outside the use of the space requested.

The Towns of Durham, Lee and Madbury, or any approved subcommittee of said towns, will not be charged for rental or custodial.

\*A minimum of one hour will be charged for all of these locations

### BUILDING/GROUNDS RENTAL FEES

#### STAFF FEES:

Custodial Fee	\$40.00 per hr. minimum charge 3 hrs.
Kitchen Fee	\$40.00 per hr. minimum charge 3 hrs.
Auditorium Tech Fee	\$50.00 per hr. minimum charge 3 hrs.
Application Fee	\$25 per event

#### AUDIO/VISUAL FEES:

Audio/Visual	\$20.00 per day
Piano	\$50.00 per day
Tables and Chairs	\$10 per table \$1 per chair
Gym Floor Cover Tarp	\$800 per set up and breakdown

#### SCHOOL RENTAL FEE/DAY

<u>MOHARIMET SCHOOL</u>	<u>SEATING CAPACITY</u>	<u>Outside Groups For Profit</u>	<u>Outside Group Non Profit</u>	<u>Non-Profits w/in District</u>
Cafeteria/Stage	298 (seating only set ups) 147 chairs allowec	\$200	\$125	\$0
Gym	518 (seating only set ups) 357 chairs allowed	\$500	\$200	\$0
Cafe/Gym combined space	816 - 504 chairs			\$0
Kitchen		\$100	\$75	\$0
East Commons	50	\$150	\$75	\$0
West Commons	50	\$150	\$75	\$0
Library	44	\$200	\$100	\$0
Classroom	30	\$100	\$50	\$0
Sports Field		\$75/hr	\$20/hr*	\$0
		*(Minimum 1 Hour)	*(Minimum 1 Hour)	

#### MAST WAY SCHOOL

Multi-Purpose Room/Stage	250 (lecture style) 134 (with tables/chairs)	\$500	\$200	\$0
Cafeteria	225 (lecture style) 170 (with tables/chairs)	\$200	\$125	\$0
Kitchen		\$100	\$75	\$0
North Commons	40	\$150	\$75	\$0
Library	44	\$200	\$100	\$0
Classroom	30	\$100	\$50	\$0
Sports Field		\$75/hr	\$20/hr*	\$0
		*(Minimum 1 Hour)	*(Minimum 1 Hour)	

#### MIDDLE SCHOOL

Recital Hall	911	\$850	\$350	\$0
Gymnasium	1128 (seating) 236 (performance) 892	\$750	\$350	\$0
Changing Rooms	23	\$50	\$50	\$0
Adaptive PE	18	\$100	\$50	\$0
Learning Commons	330	\$200	\$125	\$0
Kitchen/Servery	13/55	\$100	\$75	\$0
Multi-Purpose Room/Stage	336 (lecture style) 174 (with tables/chairs)	\$500	\$225	\$0
Library	44	\$200	\$100	\$0

**OYSTER RIVER COOPERATIVE SCHOOL DISTRICT**

**KF-R1**

**BUILDING/GROUNDS RENTAL FEES - Revised: 6/30/22**

Chorus/Band Rooms	86/65	\$225	\$125	
Classroom	45	\$100	\$50	\$0
Turf Field		\$300/hr	\$150/hr*	\$0
		*(Minimum 1 Hour) *(Minimum 1 Hour)		
<b><u>HIGH SCHOOL</u></b>				
Auditorium/stage & Music Rrr	524 seats with 6 spots for wheelchairs	\$850	\$350	\$0
Gymnasium	<b>PLEASE SEE BOX BELOW</b>	\$750	\$350	\$0
Multipurpose Room/Stage	242 (tables & Chairs) 519 (Lecture style)	\$500	\$225	\$0
Locker Rooms		\$50	\$50	\$0
Cafeteria	428 (lecture style) 200 (with tables/chairs)	\$200	\$125	\$0
Kitchen		\$100	\$75	\$0
Library	64	\$200	\$100	\$0
Music Room	40	\$225	\$125	\$0
Classroom	30	\$100	\$50	\$0
HS Athletic Turf Field & Track		\$300/hr	\$150/hr*	\$0
Lights for all users will be charged		\$75/hr	\$75/hr	\$75/hr
			*(Minimum 1 hour)	
Baseball Field/Double Header updated 02/10/20		\$150	\$125	\$0
Softball Field/Double Header updated 02/10/20		\$150	\$125	\$0
Tennis Courts		\$150/hr	\$75	\$0

**Audio/Visual systems are included in Auditorium but notice must be given at time of reservation.**

**HS Gymnasium Capacity**

Bleachers closed no furnisher	1729
Bleachers closed chairs only	1153
Bleachers closed tables & chairs	808
Bleachers	672
Bleachers open & chairs	907
Bleachers open table & chairs	636

DRAFT FY2024-2030 CIP Evaluation Criteria & Scoring Guide  
Oyster River Cooperative School District

**Baseline Criteria**

**1. Regulatory Compliance.**

Does the project cover a local, state or federal requirements to complete certain work? If yes, please provide a reference (link, etc.) to the requirement and explain how this project will meet the requirement. If yes, the project does not need to be scored on other criteria.

**Evaluation Criteria**

**1. Equity**

The goal here is to consider equity as it relates to all criteria, but we will also consider it as a separate criterion for now as we move in that direction. Consider whether and how well a project closes gaps in outcomes based on race, gender, religion, sexual orientation, and income. Also consider how residents affected by the project were engaged in developing the project.

- 3 – Project makes significant progress in closing a gap. In addition, the agency has directly and meaningfully engaged residents in the project and residents have helped shape the project.
- 2- Project makes some progress in closing a gap.
- 1- Project makes minimal progress in closing a gap.
- 0 - Project does not close a gap.

**2. Health and safety**

Assess the existing conditions and potential improvements to health and safety. Immediate threats to health and safety (including lead poisoning) should be ranked highest, but general improvements to population health are also important. This could include risk mitigation activities related to disaster preparedness and planning.

- 3- Conditions present a clear and relatively immediate threat of bodily harm (including illness) if project is not funded.
- 2- Conditions present a clear, but not immediate, health threat if project is not funded.
- 1 – The project would theoretically improve health or safety, but it is difficult to quantify the benefit.
- 0 – There is no health or safety benefit.

### 3. Asset condition

Ideally we would replace or rehabilitate all assets that have reached the end of their useful life. However, due to funding constraints we have to prioritize those which are failing or expected to soon fail. Provide an asset score.

- 3 – The asset is critical to the functioning of a system (e.g. road network, building, water network) and has failed. It must be replaced, demolished, sold, or relocated in order to keep the system/building functioning. If not addressed, it will affect other parts of the system or put other assets at risk.
- 2 – The asset has surpassed its useful life and is at risk of failure.
- 1 – The asset is nearing the end of its expected life and replacement would be prudent.
- 0 – The asset is in acceptable condition and proactive maintenance is not required

### 4. Return on investment/cost-benefit

This factor relates to an economic return on investment or cost-benefit analysis. Projects should be given credit for 1) leveraging other funds, 2) saving money (energy, emergency maintenance, or other operating costs), or 3) increasing future revenue collected by the Town. Provide a dollar amount.

- 3 – An investment in the project now will save or generate an equivalent or greater amount over the next 10-20 years, or a small investment is matched by a much larger amount that would otherwise be unavailable.
- 2 – An investment in the project now will save or generate some funds over the next 10-20 years, but not as much as the cost of the project.
- 1 – The investment has an insignificant return or the return on investment is theoretical and cannot be measured.
- 0 – The investment will not provide an economic return on investment, even theoretically.

### 5. Environmental impact

Consider whether and how this project will produce measurable improvements to the environment over the life of the project. Compliance with standards can count towards measurable improvements if they improve air/water quality or reduce greenhouse gas emissions. Mitigation measures that offset a negative impact of the project (such as mitigating stormwater runoff resulting from the improvement or planting trees to replace those lost due to the improvement) should not be counted, as they do not represent a net improvement in air or water quality but are rather reducing or offsetting negative environmental impacts of a project. Quantify the improvement.

- 3 – The project will result in significant, measurable improvements to air or water quality or measurable reductions in greenhouse gas emissions.
- 2 - The project will result in minor improvements to air or water quality or greenhouse gas emissions.
- 1 – The project has theoretical environmental benefits but they cannot be quantified.
- 0 – The project does not have any measurable environmental benefits.

**6. Efficiency and Effectiveness**

Consider whether this is the most cost-effective solution to achieve the goals of the project, and how well it achieves those goals. If this is replacing a building system, is there an overall strategy for maintaining and utilizing the building? If this is a neighborhood improvement, is this part of the neighborhood's overall strategy and vision? Is it coordinated with other improvements in the neighborhood (including private investments or development projects)? Provide the assessment of alternatives.

- 3 – This is the most cost-effective way to provide the target level of service and there has been a clear, well-documented evaluation of alternatives.
- 2 – This is the most cost-effective solution for the asset as a whole (e.g. building or neighborhood).
- 1- This is the most cost-effective solution for the immediate need (e.g. a leaking roof or unsafe intersection).
- 0 – This is not a cost-effective solution.

**7. Longevity**

Consider how long the project has been on the CIP list. Projects that have been on the longest will score the highest. This should adjust the score to make sure items do not get pushed down the list to the point where they do not get done.

- 3 – 5+ years
- 2 – 3 - 4 years
- 1- 2 - 3 years
- 0 – 1 year or less