

Venue Use Fees



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Director

Partnership Venue Use

The Library District provides opportunities for in-kind use of its venues pending review and approval of a partnership application. Applications are evaluated on the following criteria:

Alignment with the Library District mission and strategic plan

Free and open to the public

In good financial standing with the Library District

Planned with adequate notice

Free from unauthorized selling or solicitation

Matches venue availability

Led by an expert or credentialed entity

Provides substantial value to the community

Rental Venue Use

The Library District provides customers the option to rent and use venues independent of Library District partnerships. The proposed fees are applicable these types of groups.

**Businesses
who charge
entry fees or
sell tickets**

**Political
meetings and
rallies**

**Religious
events**

**Private
celebrations,
parties, and
meetings**

**Fundraising
opportunities**

Rental Scope

2,590
Rentals
per year

Available
7 days a week
64+ hours

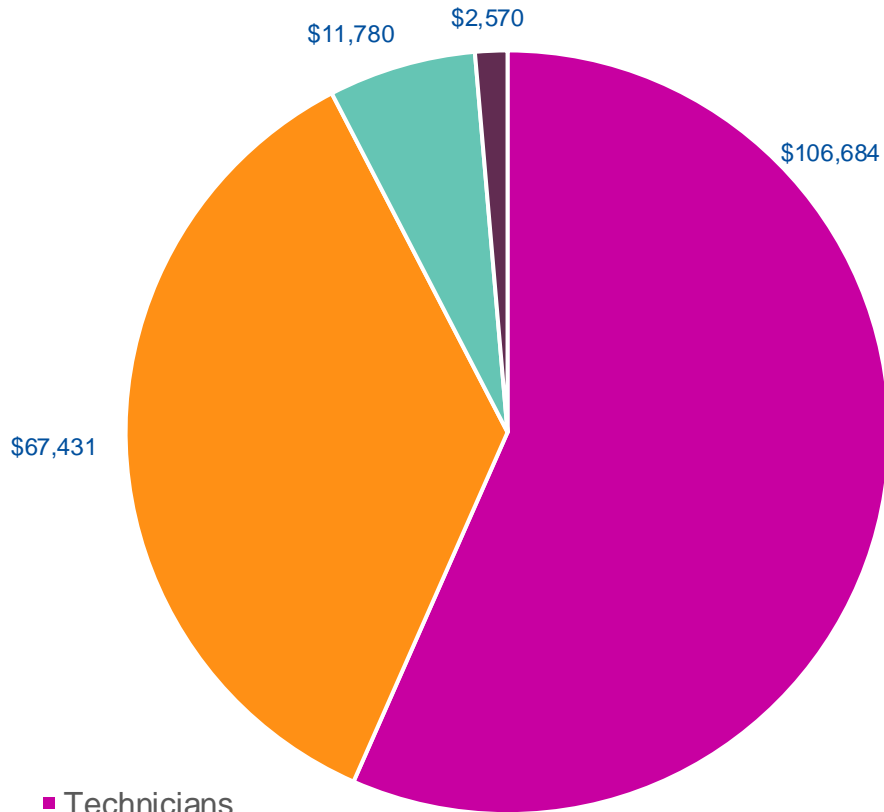
112,826
Attendees

6 Performing
Arts Centers
(PAC)

17
Conference
Rooms

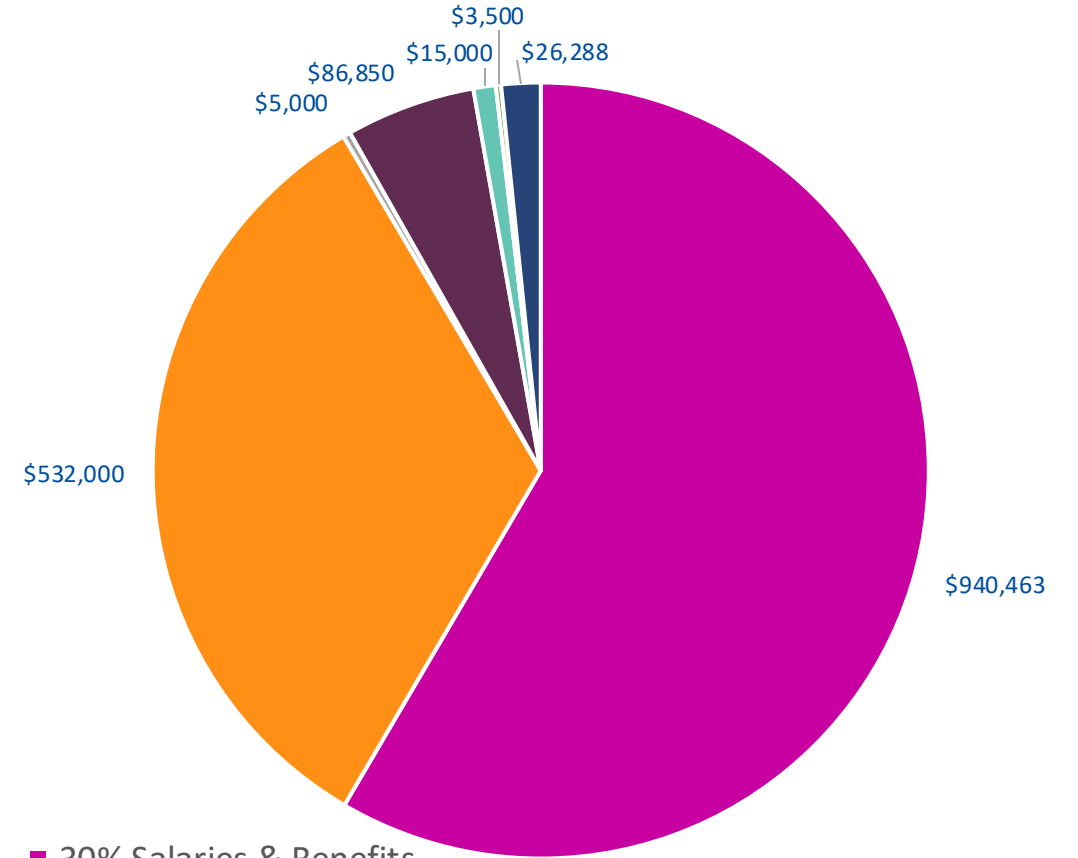
FY 24 Venue Finances

Revenue \$188,465



- Technicians
- Room Rent
- Security
- Other

Expenses \$1,634,102 - Estimated



- 30% Salaries & Benefits
- Capital Project Improvement Transfers
- Operating Supplies
- Equipment
- Security
- Piano Tuning
- Communico Reserve

Community Assessment

Local Market

17 Comparisons

13 Organizations

Government, Educational,
Commercial

- Boabob Stage
- City of Henderson
- City of Las Vegas
- City of North Las Vegas
- Clark County
- CCSD
- CSN
- Majestic Theater
- Springs Preserve
- Super Summer Theater
- The Center
- The Space
- UNLV

Rate Comparisons

Low/High Range

Average

Individual Comparisons

- Venues
- Labor
- Services
- Compliance
- Equipment
- Non-universal Industry

Findings

- Costs under market value – venues & labor
- Alignment with Library District service model
- Venues are occupied 60-70% of all available library hours
- All-inclusive services: lighting, sound, A/V, pianos, staging, pipe & drape

Fee Structure Goals

Keep base rental rates the same for all current venues

Recover actual costs for labor, security, and services

Encourage compliance with Library District policy

Improve and retain customer access to venues

Venue Fees

Hourly Rates

	Current Hourly	Community Range	Proposed Hourly
Conference Room	\$30	\$17.50 – \$275	\$30
PAC first 8 hours; 2-hour minimum	\$40	\$24.50 – \$435	\$40
PAC additional use over 8 hours	\$40	N/A	\$60

PAC Daily Rates – Multi-day Use

	Current Daily	Community Range	Proposed Daily
Days 1-17	\$320 (8 hours)	\$500 – \$10,000	\$300 (8 hours)
Additional days	\$320 (8 hours)	\$500 – \$10,000	\$450 (8 hours)
Additional use over 8 hours per day	\$40 per hour	N/A	\$60 per hour

Labor Fees

Technician & Security

	Current Hourly	Average Hourly Cost	Proposed Hourly
Technician	\$40	\$58.32	\$59
Technician Overtime	\$52	\$87.48	\$88
Security	\$15	\$29.56	\$30
Security Overtime	\$25	\$44.34	\$45

Service Fees

Contracted Services

	Current Fee	Actual Cost	Proposed Fee
Hearing Interpreter	N/A	\$100 per hour	At cost (\$100)
Piano Tuning	\$150 per service	\$150 per service	At cost (\$150)

Policy Non-Compliance Goals

Staff taskforce recommended non-compliance fees

Supports enforcement of Board of Trustees approved policy

Improves venue management and operations

Accountability for timely use of venues and rental user responsibilities

Policy Non-Compliance Fees

Payment and Insurance

Policy Item 4.d	Proposed Fee	Justification
Late Payment & Insurance (1-6 days)	\$100/day	Allows time for verification and revision of submitted documents
Late Payment & Insurance (day 7)	Cancellation	

Exceeding Occupancy

Policy Item 4.g	Proposed Fee	Justification
Exceeding Occupancy	At cost per violation	Compliance with fire code

Policy Non-Compliance Fees

Cleaning, Restoration, Repair, and Labor

Policy Item 4.i	Proposed Fee	Justification
Cleaning, Restoration, and Labor	Actual cost	Recoup actual costs incurred (including labor required) to restore venue for future customer use.
Disposal of Property	Actual cost	

Early Arrival/Late Departure

Policy Item 4.j	Proposed Fee	Justification
Conference Room	\$30 per 15 minutes	Efficient use of the venue and Library District labor.
Performing Arts Center	\$40 per 15 minutes	
Labor	Hourly rate per 15 minutes	

Policy Non-Compliance Fees

ADA Failure to Notify

Policy Item 6	Proposed Fee	Justification
ADA Failure to Notify	At cost per violation	Compliance with Title II of the Americans with Disabilities Act

Resolution of Naming Misuse

Policy Item 8	Proposed Fee	Justification
Resolution of Naming Misuse 48 – 120 hours	\$500 per day	Identifies usage is not a Library District sponsored or generated event and that the views expressed are solely those of the producing entity.
Resolution of Naming Misuse 120 hours	Cancellation	

Understaffing

Policy Item 11	Proposed Fee	Justification
Understaffing Chaperones & Ushers	\$25 per hour, per person	Effective oversight of minors and attendees for safety.



Venue Use Fees apply to rental use of Library District facilities. For more information about available venues, please visit: <https://thelibrarydistrict.org/rental-facilities/>.

Library District rates for venues and labor apply for up to 8 hours. Time exceeding 8 hours of continuous use is charged at the overtime rate. A Technician Specialist is required for Performing Arts Center use and Security is required for after-hours use.

Venues

Conference Room; 1-hour minimum	\$30 per hour
Performing Arts Center; 2-hour minimum	
Single day use; charged hourly	\$40 per hour
Overtime rate	\$60 per hour
Multi-day use; charged daily for up to 8 hours of use	
Daily rate – first 17 days	\$300 per day
Daily rate – additional days	\$450 per day
Additional use over 8 hours per day	\$60 per hour

Labor

Technician Specialist; 2-hour minimum	\$59* per hour
Overtime rate	\$88* per hour
Security; 4-hour minimum	\$30* per hour
Overtime rate	\$45* per hour

Services

ADA Hearing Interpreter; 2-hour minimum	\$100* per hour
Piano Tuning	\$150* per service

Policy Non-Compliance

Late Payment & Insurance Submission (Days 1-6)	\$100 per day
Late Insurance Submission (Day 7)	Cancellation
Exceeding Occupancy	At cost per violation
Cleaning, Restoration, and Labor	Actual cost
Disposal of Customer Property and Labor	Actual cost
Early Arrival/Late Departure	
Conference Room	\$30 per 15 minutes
Performing Arts Center	\$40 per 15 minutes
Labor	Hourly rate per 15 minutes
ADA Failure to Notify	At cost per violation
Resolution of Naming Misuse (48-120 hours)	\$500 per day
Resolution of Naming Misuse (120 hours)	Cancellation
Understaffing Chaperones & Ushers	\$25 per hour, per person

*Subject to change annually based on expected incurred costs rounded up to the nearest dollar.

The
Library
District
Las Vegas-Clark County



FREE TO BE

Thank you!