

February 26, 2004

Chairperson and Members of the
Parks, Recreation and Community
Resources Advisory Commission

Regular Meeting of
March 2, 2004

2004 Recreation Facility Fee Study

Recommendation

Staff recommends that the Commission review existing fee schedule and approve fee increases for utilization of recreation facilities.

Background

Staff conducted a fee study and comparative analysis to gauge appropriateness of fees charged and fees waived. Report summaries are attached.

Analysis

A. Tennis Courts

1. Increase rental fees for tennis professionals from \$5 per hour to \$7 during daylight hours.
2. Increase rental fees for tennis professionals from \$5 per hour to \$10 during lighted time (7:00 pm – 10:00 pm).
3. Institute tennis court reservation fee at the rate of \$5 per hour for daylight hours and \$10 per hour for lighted time. Courts will be free of charge on a first come, first serve basis outside of reserved time.
4. Install on/off switches at each court with a “total off” program scheduled for 10:00 pm. Community Center staff is on-site during all utilized times to administer this task. Note: Annual light fee is approximately \$20,000.

B. Clark Field

1. Implement policy to charge all field user groups for lights.
2. Increase fee for field light usage from \$10 per hour to \$15.
3. Institute transaction fee of \$20 for each field reservation request.

C. Theater

Institute application fee of \$100 for commercial renters and \$50 for non-profit renters to offset administrative costs and discourage cancellations.

D. Community Center Room Rentals & Clark Building

Institute \$20 application fee for all facility rental requests to offset administrative costs and discourage cancellations.

E. Community Center Gymnasium

1. Increase gym rental rates from \$30 to \$50 per hour for residents and \$75 for non-residents.
2. Increase rental rate from \$25 to \$45 for non-profit groups.

Memo

**To: Parks, Recreation, and Community Resources Department
Advisory Commission**

Re: CR Department Fee Waiver Study

Summary

Please find attached summarized review of fees waived in the year 2003 for Facility usage and Special Event permit fees. All fees are adopted from policy agreement approved by Council. Only fees waived are indicated. Fees charged are not included.

Comparison study of fees charged by neighboring cities is also attached.

FACILITY	ANNUAL FEES WAIVED
Main Theatre	\$31,350.00
2 nd Story Theatre	\$11,640.00
Gymnasium	\$26,075.00
Clark Field Lights	\$11,760.00
Clark Building	\$14,196.00
Community Center Rooms	\$5,920.00
South School Rooms	\$39,600.00
South Park Field	\$1,008.00
TOTAL	\$141,549.00

FACILITY	DEPARTMENT SUBSIDY
Skate Track	Skate Track Monitors\$20,250.00 (This amount has been offset by \$10,000 annual Mervyns donation past 3 years)

- F. Review Department Fee Waiver Study and develop a plan to assess appropriateness of waiving fees for future facility use. An estimated \$161,799 is waived/subsidized each year.

Attachments:

- A. Comparative Facility Fee Study
- B. Recreation Facility Light Costs
- C. Tennis Court Lighted Time
- D. Facility Fee Waiver Study

Respectfully submitted,

Lisa Lynn
Recreation Supervisor

C/R DEPARTMENT FEE STUDY

Facility Fee Waivers

FACILITY	HOURLY RATE (per policy)	GROUP	ANNUAL HOURLY USAGE	FEE WAIVED ANNUALLY
Theatre (Main) Hermosa Arts Foundation (HAF)	\$50 Performance time \$25 Rehearsal time	Civic Light Opera	2750 hrs. performance	\$11,000.00
			320 hrs. rehearsal	\$8,000.00
		Kings & Clowns	100 hrs. performance	\$10,000.00
		Sandpipers	19 hrs. performance	\$950.00
		ATAY (youth theatre)	18 hrs. performance	\$900.00
		Historical Society	10 hrs. performance	500.00
Total \$31,350.00				
Theatre (2 nd Story) Hermosa Arts Foundation (HAF)	\$20 Rental	Puppet Theatre	204 hrs.	\$4,080.00
		Edge Fest	168 hrs.	\$3,360.00
		Dining Room	168 hrs.	\$3,360.00
		Sandpipers	18 hrs.	\$840.00
Total \$11,640.00				
Community Center Gymnasium	\$30 Commercial \$25 Non-Profit	Youth Basketball	913 hrs.	\$22,825.00
		A.R.C.	93 hrs.	\$2,325.00
		Easter Seals	37 hrs.	\$925.00
Total \$26,075.00				
Clark Field	\$30 Rental \$10 Lights	Little League & PONY AYSO	840 hrs. lighted time	\$8,400.00
		Adult Softball	336 hrs. lighted time	\$3,360.00
Total \$11,760.00				

C/R DEPARTMENT FEE STUDY

FACILITY	HOURLY RATE (per policy)	GROUP	ANNUAL HOURLY USAGE	FEES WAIVED ANNUALLY
Clark Building	\$30 Residents \$60 Non-Residents \$25 Non-Profit 10%-50% discount	Jazzercise AA Seniors Club Garden Club Women's Club	488 hrs. 208 hrs. 52 hrs. 19 hrs. 9 hrs.	(30%) \$9,516.00 (50%) \$2,680.00 (100%) \$1,300.00 (100%) \$475.00 (100%) \$225.00 Total \$14,196.00
Community Center Meeting Rooms	\$25 \$20 Non-Profit	S. Bay Youth Project Little League Girl Scouts HB Arts Foundation Sister Cities Women's Club HB Chamber AYSO	108 hrs. 36 hrs. 36 hrs. 36 hrs. 24 hrs. 24 hrs. 24 hrs. 8 hrs.	\$2,160.00 \$720.00 \$720.00 \$720.00 \$480.00 \$480.00 \$480.00 \$160.00 Total \$5,920.00
South Park South School Rooms	\$25 \$20 Non-Profit	HB School District 3 Rooms (Charged \$1 p/yr.)	660 hrs. X 3 Rooms	\$13,200.00 Total \$39,600.00
South Park Field	\$12	USYVL Youth Volleyball League	84 hrs.	 Total \$1,008.00
				Facility Fees Waived Total \$141,549.00

C/R DEPARTMENT FEE STUDY

Facility Fee Charge Comparison

FACILITY	HERMOSA BCH (500seats)	TORRANCE (502 seats)	DOWNEY (738 seats)	REDONDO BCH (1600 seats)
Theatre: Non-Profit	\$50 p/hr./performance	\$100 p/hr./performance	\$78 p/hr./performance	\$350 p/hr.
	\$25 p/hr./rehearsal	\$100 p/hr./rehearsal	\$78 p/hr./rehearsal	
Theatre: Commercial	\$100 p/hr./performance	\$200 p/hr./performance	\$78 p/hr./performance	
	\$50 p/hr./rehearsal	\$200 p/hr./rehearsal	\$78 p/hr./rehearsal	
	HERMOSA BEACH	REDONDO BCH	TORRANCE	MANHATTAN
Gymnasium	\$30 commercial \$25 non-profit	\$85 flat fee	\$90 commercial \$50 non-profit	\$100 flat fee (auditorium)
Meeting Rooms	\$30 resident \$25 non-profit \$60 non-resident	\$75 resident \$0 non profit \$80 non-resident	\$50 resident \$40 non profit \$90 non-resident	\$24/\$83 resident \$11/\$83 non profit \$24/\$83 non res <small>under 50 occupants/ over 50 occupants)</small>
	HERMOSA BEACH	TORRANCE		
Skate Track	\$0 free entrance \$0 free helmet rental \$0 elbow pad rental \$0 knee pad rental \$20,250 expended on Staff Monitors	\$50 for 10 sessions \$125 for 25 sessions \$250 for 50 sessions \$2 helmet rental \$2 elbow pad rental \$3 knee pad rental Contract Service City receives 10% gross revenue		
	HERMOSA BEACH	MANHATTAN BEACH		
Park Reservation	\$0 free residents only	\$20 application fee \$11 p/hr. residents \$22 p/hr. non-res		
	HERMOSA BEACH	MANHATTAN BEACH	REDONDO BEACH	
Tennis Courts	\$0 free public use	\$5 p/hr.	\$5.50 p/hr.	