

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 03/27/06		Item Number: <u>A-8</u>	
AGENDA ITEM: Adoption of a Resolution Establishing Various Fees to be Charged by the Recreation Division of the Parks, Recreation and Community Services Department.			
Contact Person/Dept.: Marty Nicholson		Phone Number: (310) 253-6662	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☐		Action Item: ☒ Attachments: ☒	
Public Notification: Parks and Recreation Commission (3/22/06) and Master Notification List (3/23/06)			
Department Approval: William LaPointe, PRCS Director (03/23/06)		CAO Approval: Martin R. Cole for Jerry B. Fulwood (03/23/06)	
City Controller Approval: Marlee Chang (03/23/06)			

RECOMMENDATION:

That the City Council adopt the Resolution establishing various fees to be charged by the Recreation Division of the Parks, Recreation and Community Services Department and rescind Resolution No. 2003-R047.

BACKGROUND:

All fees charged by cities within the State of California are required by law not to exceed the costs associated with providing the service. In order to ensure that the Recreation Division is in compliance with State law, a User Fee Determination Cost Analysis Worksheet (User Fee Worksheet) is used by staff to assess the costs involved in providing the services. Since cities are allowed to recoup all direct and indirect costs for providing services all costs are figured into the service through the User Fee Worksheet.

In 2003 the City Controller assisted in determining the percentages for the City's indirect costs and those percentages have not been updated since that time. Therefore, the indirect costs may not be completely realized in the User Fee Worksheets. However, it can be safely assumed that at least a portion of indirect costs have been captured. The Parks, Recreation and Community Services Department's indirect costs have been calculated at 8% and are costs related to the Director, Division Manager, Senior Management Analyst and Clerical Staff associated with providing Department programs. The City-Wide General & Administrative Rate is the City's indirect costs and has been calculated at 12.5%.

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The indirect cost percentage will be reviewed and updated as part of the cost allocation plan proposed as part of the 2006-2007 Budget.

The Recreation Division first presented fees for adoption by the City Council through a public hearing and resolution process on October 28, 2002. Attachment 2 provides a copy of the staff report. One year later due to budget considerations, staff presented additional fee increases which were approved by City Council through a public hearing and resolution process at the June 9, 2003 meeting. Attachment 3 provides a copy of the staff report.

DISCUSSION:

Since June 2003 there are additional new fees and charges the Recreation Division would like considered by City Council. The fees being proposed include the following services:

Kiddie Clay, Resident	\$50.00
Kiddie Clay, Nonresident	\$60.00
Just 4 Kids Day Camp Nonresident	\$150.00
Teen Camp Nonresident	\$130.00
Special Events Photos	\$3.00
After School Late Payment	\$10.00

Kiddie Clay, Special Events Photos and After School Late Payment fees are new fees being proposed. Just 4Kids Day Camp and Teen Camp are revised fees being proposed. Detailed information regarding the proposed fees is included in the User Fee Worksheets, Attachment 4. These new and revised fees have been identified by "****" in the far left column of the fee schedule.

Staff will be reviewing all the Recreation Division's fees in Fiscal Year 2006-07 in order to ensure the established fees accurately reflect cost of living increases in expenditures. The above fees were presented to the Parks and Recreation Commission and recommended for approval at the November 16, 2005 Commission meeting. Attachment 5 provides a copy of the staff report.

Subsequently a pool user requested the Recreation Division consider an unlimited monthly pool pass which was brought to the December 6, 2005 Commission meeting. The item was not considered by the Parks and Recreation Commission. Attachment 6 provides a copy of the staff report. Attachment 7 provides a copy of the minutes of the December 6, 2005 Commission meeting. Staff is recommending that the City Council approve the fees as per the recommendation of the Parks and Recreation Commission at the November 16, 2005 meeting. All the Recreation

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Division fees are provided with the Resolution in Attachment 1 and the new proposed fees have been bolded.

FISCAL ANALYSIS:

Approval of the proposed fees may result in additional revenues as follows:

1. Kiddie Clay fees being recommended will increase revenues by \$10 per participant. The fee is a 20% increase in the fee and provided attendance remains the same the increase in fees would result in \$2,304 in additional revenue annually. Staff will be proposing the purchase of a new kiln next fiscal year as a result of the new revenue identified. The existing kiln is failing and needs replacement.
2. Just 4 Kids and Teen Day Camp non-resident fees may discourage non-residents from using day camp services in Culver City allowing more opportunities for Culver City residents to participate in day camp services. The proposed fees would eliminate the current City subsidy for non-residents and those participants may register in programs offered in their own cities. If non-resident participation were to decline there would not be any significant additional revenues realized.
3. The Special Event Photos fee is a convenience fee for participants in special events who forget to bring their camera to the event. Revenues realized will be insignificant; however, the cost of the service would be recovered. Staff is estimating additional revenues would be approximately \$180 annually.
4. After School Late Payment fee is hoped to discourage parents from signing their child up late and forcing staff to travel to school sites a second time to get new sign in sheets distributed. It is hoped the revenues will be minimal.

Total additional estimated revenues would be approximately \$2,484.

ATTACHMENTS:

1. Agenda item dated October 28, 2002 entitled, "Public Hearing and Adoption of a Resolution of the City Council of the City of Culver City, California, Establishing Various Fees to be charged by the Recreation Division of the Parks, Recreation and Community Services Department.

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2. Agenda item dated June 9, 2003 entitled, "Public Hearing and Adoption of a Resolution Establishing Fees to be Charged by the Recreation Division of the Parks, Recreation and Community Services Department.
3. User Fee Worksheets
4. Agenda item dated November 16, 2005 of the Parks and Recreation Commission entitled, "Consideration of a recommendation to City Council to approve new fees and charges for City recreational services".
5. Agenda item dated December 6, 2005 of the Parks and Recreation Commission entitled, "Consideration of a recommendation to the City Council for a new Aquatic Fee for a Monthly Unlimited Use Pass".
6. Minutes of the December 6, 2005 Parks and Recreation Commission meeting.
7. Proposed Resolution No. 2006-R____ adopting recreation fees and attached Exhibits of Fees and Charges.

MOTION:

That the City Council:

Adopt the Resolution establishing various fees to be charged by the Recreation Division of the Parks, Recreation and Community Services Department and rescind Exhibits pertaining to sections on Just 4 Kids Day Camp and Teen Camp; and adopted by Resolution No. 2003-R047.