

RESOLUTION NO. 2018-108

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROHNERT PARK, CALIFORNIA, ADOPTING A FACILITY FEE USE POLICY AND SUPERCEDING RESOLUTION NO. 2016-54

WHEREAS, the City of Rohnert Park ("City") adopted a \$2 facility fee ("Fee") to be applied to all Callinan Sports Center memberships and all ticketed events at the Spreckels Performing Arts Center; and

WHEREAS, the City has a desire to increase the hourly rental rate at the Rohnert Park Community Center, Burton Avenue Rec Center, the Senior Center and Gold Ridge Multi Use room by 20% ; and

WHEREAS, the \$2 facility fee and the 20% increase will be deposited into an account restricted to expenses directly related to the aesthetic and functional benefit of the above mentioned facilities for the benefit of the patrons; and

WHEREAS, under Proposition 26, neither a fee for a government service nor a fee charged to gain entrance to a city property is considered a tax, so that fees may be set based on the cost of providing services; and

WHEREAS, the \$2 Fee and 20% increase was based upon a study which showed the amount of the fee would not exceed the actual costs of facility operation and maintenance; and

WHEREAS, the purpose of the Facility Use Fee Policy is to direct and guide facility fee spending decisions; and

WHEREAS, the increase in facility rental rates will not apply to local non-profit/youth sports leagues on-going rentals.

NOW, THEREFORE, BE IT RESOLVED:

Section 1. Resolution Number 2016-54 is hereby superseded.

Section 2. The Facility Fee Use Policy Exhibit A, is hereby approved.

Section 3. The Amended Facility Fee Schedule for Community Services, is hereby approved.

Section 4. The resolution shall become effective immediately upon its passage and adoption.

DULY AND REGULARLY ADOPTED this 14th day of August, 2018.

CITY OF ROHNERT PARK

Pam Stafford
Pam Stafford, Mayor

ATTEST:

JoAnne M. Buergler
JoAnne M. Buergler, City Clerk

Attachment: Exhibit A

AHANOTU: Aye BELFORTE: Aye MACKENZIE: Aye CALLINAN: Absent STAFFORD: Aye
AYES: (4) NOES: (0) ABSENT: (1) ABSTAIN: (0)

ATTACHMENT A



CITY OF ROHNERT PARK CITY COUNCIL POLICY

SUBJECT/TITLE:	POLICY NO:	APPROVED BY:	APPROVAL DATE:
RECREATION FACILITY FEE USE POLICY		<input type="checkbox"/> RESO NO: _____ <input type="checkbox"/> MINUTE ORDER	

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1. PURPOSE

The City of Rohnert Park has established the below policy provisions in order to provide direction and clarity for allowable uses of the Facility Fee at the Callinan Sports and Fitness Center, Spreckles Performing Arts Center, the Rohnert Park Community Center, Burton Avenue Recreation Center, the Senior Center and Gold Ridge Recreation Center Multi Use Room.

2. AUTHORITY

All Facility Fee expenditures must be approved by the City Manager within his/her purchasing authority or by City Council in accordance with the Purchasing Policy.

3. DEFINITIONS

Facility – the building structure and all associated assets.

Essential Equipment – includes, but is not limited to, facility equipment that must be in working order for day-to-day operations and enjoyment. Examples include exercise and theatre equipment including cardio and weight machines and theatre production equipment such as lighting, sound, and special effect systems.

Non-Routine Maintenance and Supplies – includes, but is not limited to, major repairs, replacements, upgrades, and upkeep to integral components of the facility and the associated supplies. Examples include roof systems, air conditioning, lighting, flooring, and building exteriors.

Routine Maintenance and Supplies – includes minor repairs and upkeep required to maintain the facility in operating order. Examples include janitorial services and cleaning supplies.

City Employee Wages and Benefits – includes wages and benefits associated with employees of the City of Rohnert Park.

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4. BACKGROUND

On July 1, 2014, as part of the recreation fee setting process, the City of Rohnert Park established a new \$2 Facility Fee at the Sports and Performing Arts Centers for the purpose of funding facility costs. The \$2 Facility Fee is applied to all Sports Center memberships and to all ticketed events at the Performing Arts Center. This policy establishes a guideline for the uses of the revenue generated from Facility Fees.

On July 24, 2018, the City Council approved a 20% increase to the hourly rental rate of the following City recreation facilities: Burton Avenue Recreation Center, Community Center, Gold Ridge Recreation Center, and Senior Center. Pursuant to this policy, the increased rates will be deposited into one fund and used consistent with the requirements for Facility Fees set forth below. The 20% increase will not apply to local non-profit/sports leagues on-going facility rentals.

5. PROVISIONS

Requirements - Facility Fees shall be expended for either Non-Routine Maintenance and Supplies or Essential Equipment and the implementation costs associated therewith.

Exclusions - Facility Fees shall not be expended for Routine Maintenance and Supplies or City Employee Wages and Benefits.

Prioritization - Urgent facility needs shall be given highest priority; essential equipment replacement and enhancements shall be prioritized upon financial leverage (such as a match for a grant); other factors for prioritization include revenue enhancement potential and customer feedback

Fund Management - Facility Fees for the Sports Center and Spreckels Performing Arts Center shall be expended on the facility where the Facility Fee revenue is earned.

Facility Fees earned through the rental of the Rohnert Park Community Center, Burton Avenue Recreation Center, the Senior Center and Gold Ridge Recreation Center Multi Use Room shall be spent only in these facilities. Expenditures shall be made from cash balances, not projected future earnings.

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CITY COUNCIL POLICY**

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REVISION HISTORY:
REVISED 7/24/18