



Office of the City Manager

PUBLIC HEARING  
MAY 26, 2015

To: Honorable Mayor and Members of the City Council

From:  Christine Daniel, City Manager

Submitted by: Kelly Wallace, Acting Director, Health, Housing & Community Services

Subject: Fees: Senior Center Rental Fees

RECOMMENDATION

Conduct a public hearing and, upon conclusion, adopt a Resolution 1) establishing a major maintenance fee for senior center rentals in an amount equal to a 10% increase to the current facility rental fees charged for rental of City of Berkeley Senior Centers, and 2) rescinding Resolution No. 65,284–N.S.

SUMMARY

Senior Centers are important community resources and are rented out regularly for numerous public and private events. This use causes wear and tear to the facility and current Senior Center rental revenue is inadequate to cover these costs. Staff have identified necessary facility maintenance and improvement projects. A 10% increase on current fees will generate some of the funds for these critical projects while preserving affordability and accessibility of senior center facilities to the Berkeley community.

FISCAL IMPACTS OF RECOMMENDATION

While current fees charged for the rental of City of Berkeley Senior Centers cover staffing costs of the rentals, they do not cover any facility maintenance costs associated with the additional wear and tear caused by rental usage. Staff recommends a 10% increase to the current rental fee rate in order to create a dedicated source of funds for the maintenance of City of Berkeley Senior Centers. Approval of the proposed fee will generate approximately \$8,000 annually to fund the needed maintenance costs and will be deposited into a dedicated General Fund account to be created once the resolution is approved. Any unspent funds will be carried over to the next fiscal year, which will allow for accumulating funds for higher cost items. The appropriation of these funds will be done in either the First or Second Amendment to the Annual Appropriations Ordinance.

<b>LARGE ROOMS, MULTIPURPOSE ROOM, DINING ROOM</b>	<b>Fee</b>	<b>Proposed 10% Maintenance Fee</b>	<b>Total Rental Fee</b>
A. City of Berkeley departments & commissions	\$30/hour	\$3/hour	\$33.00/hour
B. Non-profit (501(c)3) or public agencies	\$35/hour	\$3.50/hour	\$38.50/hour
C. Private Groups – Berkeley Resident	\$75/hour	\$7.50/hour	\$82.50/hour
D. Private Groups – non-Berkeley resident	\$90/hour	\$9.00/hour	\$99.00/hour

<b>MEDIUM AND SMALL ROOMS</b>	<b>Fee</b>	<b>Proposed 10% Maintenance Fee</b>	<b>Total Rental Fee</b>
A. City of Berkeley departments & commissions	\$30/hour	\$3.00/hour	\$33.00/hour
B. Non-profit or public agencies	\$35/hour	\$3.50/hour	\$38.50/hour
C. Private Groups – Resident	\$65/hour	\$6.50/hour	\$71.50/hour
D. Private Groups – non- resident	\$80/hour	\$8.00/hour	\$88.00/hour

Note: Fees for rentals in the Aging Services Division are deposited in the General Fund revenue codes: 010-7920-363-1201, 010-7920-363-1202, and 010-7920-363-1203

**CURRENT SITUATION AND ITS EFFECTS**

Senior Centers are important community resources and are rented out regularly for numerous public and private events. In FY 2014, there were 897 rental events, for a total of 2,134 rental hours. This use contributes to wear and tear to the facilities and current Senior Center rental revenue is inadequate to cover these costs. Nor are these costs included in any ongoing maintenance fund. The significant rental usage of the Senior Centers affirms both the need for facility maintenance and repair, as well as the opportunity to independently generate revenue to support these ends.

Staff have identified maintenance and repairs to senior center facilities that would benefit senior clients and community users alike. These include:

Items that are damaged or worn by building usage:

- Carpet
- Drapes and Blinds
- Tables and Chairs
- Microphones and microphone accessories
- Podiums
- Listening Assistive Devices
- PA System
- Kitchen Equipment
- Wall maintenance (painting)
- Wood maintenance (sanding and staining)
- Landscape/grounds repair

Services that improve the facility:

- More frequent and/or deeper cleaning of facility, including bathrooms

The proposed fee will support costs not currently funded through regular City of Berkeley maintenance services provided by Public Works. The proposed percentage increase will contribute to meeting these significant, unfunded capital needs.

In developing this recommendation, staff reviewed facility rental fees in other jurisdictions. The City of Albany is the only other city with a separate maintenance fee; it charges a flat \$4.00 Capital Improvement Program fee to its hourly rental fee. This CIP fee is comparable to the proposed 10% maintenance and improvement fee. Other neighboring cities, including Oakland and Emeryville, have rental rates comparable to the City of Berkeley's rental fee with the proposed additional maintenance fee.

### BACKGROUND

The North and South Berkeley Senior Centers are available for rental by groups and individuals in the community as well as by other City departments. Community events held at the senior centers include wedding receptions, birthday parties, baby showers, quinceañeras, graduations, and numerous City of Berkeley Commission meetings. The facilities are available for rental during evenings and weekends when regular center activities are not taking place.

### ENVIRONMENTAL SUSTAINABILITY

The new fee will allow City of Berkeley Senior Centers to purchase amenities and services that are in line with the City's environmentally sustainable goals.

### RATIONALE FOR RECOMMENDATION

Approval of the fee will support the City of Berkeley Senior Centers' effort to maintain and repair its facilities. The revenue produced by the 10% maintenance fee will allow

for facility maintenance that is not otherwise covered by existing funding. The percentage increase will generate revenue to cover facility improvements that maintain Senior Centers' capacity to serve as a community resource. A maintenance and repair fee like this is in line with neighboring communities with similar facilities.

ALTERNATIVE ACTIONS CONSIDERED

Staff considered but rejected recommending a flat fee increase because it would disproportionately affect lower-fee rentals (non-profits and City of Berkeley departments and commissions). A percentage increase will allow the City to balance its commitment to accessibility with the Senior Centers' need for increased revenue. Alternatively, fees could be maintained at the level set in 2011. If fees are not increased, the users of the Senior Centers will be negatively impacted as needed maintenance will not be funded.

CONTACT PERSON

Courtney Supple, Community Services Specialist III, HHCS, 510-981-5411

Attachments:

- 1: Resolution
  - Exhibit A: Fee Schedule
- 2: Public Hearing Notice

RESOLUTION NO. ##,###-N.S.

ESTABLISHING FEES FOR THE RENTAL OF SENIOR CENTER FACILITIES AND  
RESCINDING RESOLUTION NO. 65,284-N.S.

WHEREAS, facility rental rates for Berkeley's three senior centers were last set on May 17, 2011 with Resolution No. 65,284-N.S.; and

WHEREAS, Berkeley residents and non-residents rent the senior centers for a variety of events from nonprofit meetings to birthday parties; and

WHEREAS, the cost of desired maintenance and repair projects exceeds the rental revenue; and

WHEREAS, maintenance fees shall be deposited into a General Fund revenue account and appropriated into a General Fund expenditure account as needed with any unspent or remaining balance of funds carried over from one fiscal year to the next fiscal year.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the following fees as detailed in Exhibit A are hereby fixed and established, effective July 1, 2015.

BE IT FURTHER RESOLVED that Resolution No. 65,284-N.S. is hereby rescinded effective July 1, 2015.

Exhibits

A: Fee Schedule

## FEE SCHEDULE

<b>LARGE ROOMS, MULTIPURPOSE ROOM, DINING ROOM</b>	<b>Fee</b>	<b>Proposed 10% Maintenance Fee</b>	<b>Total Rental Fee</b>
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## NOTICE OF PUBLIC HEARING BERKELEY CITY COUNCIL

### ESTABLISHING FEES FOR THE RENTAL OF SENIOR CENTER FACILITIES

Notice is hereby given by the City Council of the City of Berkeley that a public hearing will be conducted by said city council of the City of Berkeley at which time and place all persons may attend and be heard upon the following:

The Department of Health, Housing, and Community Services, Aging Division, proposes to establish a major maintenance fee for senior center rentals in an amount equal to a 10% increase to the current facility rental fees charged for rental of City of Berkeley Senior Centers.

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The hearing will be held on, MAY 26, 2015 at 7:00 p.m. in the City Council Chambers, 2134 Martin Luther King, Jr. Way.

For further information, please contact Courtney Supple at 510-981-5411.

A copy of the agenda material for this hearing will be available on the City's website at [www.CityofBerkeley.info](http://www.CityofBerkeley.info) as of **May 14, 2015**.

Written comments should be mailed or delivered directly to the City Clerk, 2180 Milvia Street, Berkeley, CA 94704, in order to ensure delivery to all Councilmembers and inclusion in the agenda packet.

Communications to the Berkeley City Council are public record and will become part of the City's electronic records, which are accessible through the City's website. **Please note: e-mail addresses, names, addresses, and other contact information are not required, but if included in any communication to the City Council, will become part of the public record.** If you do not want your e-mail address or any other contact information to be made public, you may deliver communications via U.S. Postal Service or in person to the City Clerk. If you do not want your contact information included in the public record, please do not include that information in your communication. Please contact the City Clerk at 981-6900 or [clerk@cityofberkeley.info](mailto:clerk@cityofberkeley.info) for further information.

If you challenge the above in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City of Berkeley at, or prior to, the public hearing. Background information concerning this proposal will be available at the City Clerk Department and posted on the City of Berkeley webpage at least 12 days prior to the public hearing.

**Published:** May 15 and May 22, 2015 – The Berkeley Voice  
Per Government Code 6062A

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I hereby certify that the Notice for this Public Hearing of the Berkeley City Council was posted at the display case located near the walkway in front of Council Chambers, 2134 Martin Luther King Jr. Way, as well as on the City's website, on May 14, 2015.

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Mark Numainville, City Clerk