

ATTACHMENT A

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PASADENA AMENDING THE GENERAL FEE SCHEDULE REGARDING FEES FOR USE OF PARK & RECREATION FACILITIES AND RECREATION PROGRAMS

WHEREAS, A Citywide Cost of Service and Pricing Analysis for City Recreation and Human Services Programs was conducted in 2012 to develop fee policies and rates specific to the use of park and recreation facilities and recreation programs; and,

WHEREAS, The proposed fee revisions include rates, systems and policies relative to the local market as well as resident cost considerations; and,

WHEREAS, On March 6, 2012, the Recreation and Parks Commission endorsed the proposed modifications to the recreation fee policies and rates,

NOW, THEREFORE, the City Council of the City of Pasadena does hereby find, determine and resolve as follows:

The General Fee Schedule will be amended to include the new Park and Recreation Facility Use and Recreation Program Fee Schedule, attached hereto as Exhibit A.

Adopted at the \_\_\_\_\_ meeting of the City Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2012, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

\_\_\_\_\_  
MARK JOMSKY, City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Javan A. Rad  
Assistant City Attorney

## EXHIBIT A

Description	ADOPTED FY2012		PROPOSED FOR FY2013	PROPOSED FOR FY2013
	Pasadena Resident Fee	Non-Residents Fee	Pasadena Resident Fee	Non-Residents Fee
<b>HUMAN SERVICES - SOCIAL SERVICES</b>				
Special Note: Fees for Pasadena-Altadena residents may vary based on income and ability to pay; special arrangements should be made with a Community Service Representative.				
Employment Applications	\$0.00	\$6.75	\$0.00	\$10.00
Unlawful Detainers	\$22.50	\$28.00	\$25.00	\$50.00
Small Claims Court Applications	\$19.00	\$24.50	\$25.00	\$50.00
SSI Disability -- Vocational Assessment	\$0.00	\$24.50	\$0.00	\$50.00
Worker's Comp Application	\$16.50		\$20.00	\$40.00
EDD (Unemployment Application)	\$0.00	\$6.75	\$0.00	\$10.00
EDD (Work Search Application)	\$16.50		\$0.00	\$10.00
Rental Application	\$6.75	\$6.75	\$5.00	\$10.00
Le Heap (Energy Application)	\$0.00	\$6.75	\$0.00	\$10.00
(TRO) Serve to Prevent Harassment	\$22.50	\$28.00	\$25.00	\$50.00
(TRO) Domestic Violence	\$19.00	\$28.00	\$25.00	\$50.00
Credit Applications	\$19.00		\$10.00	\$20.00
Public Notary - Per Acknowledgement/Jurat (Fee set by State Government Code 8211)	\$10.00		\$10.00	
<b>County Public Assistance Forms</b>				
CA-7 Monthly Report (Welfare Recipient Form)	\$0.00	\$6.75	\$0.00	\$10.00
MediCal Quarterly Report	\$0.00	\$6.75	\$0.00	\$10.00
MediCal Application	\$0.00	\$6.75	\$0.00	\$10.00
Food Stamp Application	\$0.00	\$6.75	\$0.00	\$10.00
Cash Assistance Application	\$0.00	\$6.75	\$0.00	\$10.00
Prenatal Medical Intake Application	\$0.00	\$6.75	\$0.00	\$10.00
SSI Application	\$0.00	\$6.75	\$0.00	\$10.00
Re-eligibility Application for AFDC & Food Stamps	\$6.75	\$12.50	\$10.00	\$20.00
	Pasadena/Alta Resident Fee	Non-Residents Fee		
<b>Document Printing &amp; Copying</b>				
Photocopies				
First Page of Each Document	\$0.15		\$0.50	
Each Additional Page	\$0.15		\$0.20	
Faxing of Forms (Appeals, Waivers, Etc.)	\$2.00 (includes cost of phone call)		\$2.00 (includes cost of phone call)	
<b>Immigration and Naturalization Service</b>				
Affidavits of Correspondence	\$12.00		\$25.00	\$50.00
Application for Lost Cards (I-90)	\$12.00		\$25.00	\$50.00
Correspondence Translations	\$12.00		\$20.00	\$40.00
Packet # 3 (Consular Pre-Approve Appointment)	\$30.00		\$50.00	\$100.00
Packet #4 (Consular appointment preparation for resident visa)	\$30.00		\$50.00	\$100.00
I-130 Application Petition for Alien Relative Packet	\$119.50		\$250.00	\$400.00
I-131 Application for Travel Document	\$18.00		\$20.00	\$40.00
I-485 Application to Register Permanent Residence or to Adjust Status Packet	\$119.50		\$300.00	\$450.00
N-400 Citizenship Application	\$30.00		\$50.00	\$100.00
N-600 Citizenship Application for Children	\$30.00		\$50.00	\$100.00
Consulting Services	\$0.00	\$5.75	\$5.00	\$15.00
<b>Social Security Administration</b>				
SS Health History Application	\$0.00	\$12.50	\$0.00	\$25.00
Other SSA Forms (Appeals, Waivers, Etc.)	\$0.00	\$24.00	\$0.00	\$30.00
Affidavits of Support	\$0.00	\$31.50	\$0.00	\$50.00

Description	ADOPTED FY2012		PROPOSED FOR FY2013	PROPOSED FOR FY2013
<b>SPORTS &amp; YOUTH ENRICHMENT PROGRAMS</b>				
<b>Contract Programs (Youth / Adult Sports Programs - Leagues, Recreation Classes, etc.)</b>	Set by individual contract		60% (Contractor) / 40% (City)	
	Resident/Local Rates	Non-Resident/Non-Local Rates	Resident/Local Rates	Non-Resident/Non-Local Rates
<b>Day Camp*</b>				
Day Camp Registraton Fee - All Participants (non-refundable)			\$25	
			Weekly Rate	Weekly Rate
Day Camp	\$272.00 (Delete)		\$25 - \$95	
Day Camp, Non-Resident		\$544.00 (Delete)		\$97.50 - \$142.50
Villa-Parke Summer Enrichment Program (six week session) (Delete)	\$301 (Delete)		N/A	N/A
<b>Villa-Parke Summer Enrichment Program, Non-Resident PUSD Student (Delete)</b>		<b>\$400.00</b>	N/A	N/A
Villa-Parke Summer Enrichment Program, Non-Resident (Delete)		602 (Delete)	N/A	N/A
<b>Day Camp - extended sessions for all day camps (Delete)</b>				
Two Week Extension (Delete)	\$89.00		N/A	N/A
<b>Two Week Extension - Non-Resident PUSD Student (Delete)</b>		<b>\$118.00</b>	N/A	N/A
Two Week Extension - Non-Resident (Delete)		\$178.00	N/A	N/A
* Special Notes: (1) Campership and/or Discount Coupons offered to qualified Pasadena Youths for all Neighborhood and Youth related events. The % fee reduction shall be based on the USDA Education Poverty Scale; (2) City of Pasadena employees pay the Resident rate for Day Camp; (3) Siblings receive a 10% discount				
<b>Neighborhood Park Camps - La Pintoresca and Washington Parks</b>				
Camp Registraton Fee - All Participants (non-refundable)			\$25	
Neighborhood Park Camp			\$0 - \$50	\$37 - \$62
<b>Organized Activities, Classes, Memberships - Adult &amp; Youth (varies, depending upon class and provider)</b>	\$0.00-\$118		\$0.00-\$118	
<b>After School Program*</b>				
	Per Semester		Per Week	
After School Program Fee	\$50.00		\$25.00	
* Special Note: Siblings receive a percentage-based discount				
<b>Swimming, Recreational**</b>				
Ages 5 & under (must be accompanied by an adult)	\$0.00		\$0.00	
Ages 6 to 17	\$1.00		\$1.00	
Ages 18 to 49	\$2.50		\$2.50	
Senior Citizen (50 Years and Older)	\$1.00		\$1.00	
Family Swim Plan	\$53.00		\$53.00	
** Special Note: PUSD students swim for free when presenting a valid school ID card				
	Resident/Local Rates	Non-Resident/Non-Local Rates	Resident/Local Rates	Non-Resident/Non-Local Rates
<b>Swimming Instruction</b>				
Half Hour Private Lesson - Youth (Ages 17 and Younger)	\$16.00	\$24.00	\$ 30.00	\$ 45.00
Half Hour Private Lesson - Adult (Ages 18 and Older)	\$24.00	\$32.00	\$ 30.00	\$ 45.00
8 Half Hour Lessons - Youth (Ages 17 and Younger)	\$24.00	\$36.00	\$ 45.00	\$ 60.00
8 Half Hour Lessons - Adult (Ages 18 and Older)	\$36.00	\$48.00	\$ 60.00	\$ 75.00
<b>FACILITY RENTALS (CONFERENCE ROOMS, MEETING ROOMS, CLASSROOMS, ETC)</b>				
Special Notes: (1) Use of any City facility, field or area for a City Sponsored or City Co-Sponsored event is Free of Charge; (2) City of Pasadena employees pay the lowest published rate; (3) Facility User is required to provide event security and insurance				
<b>Rental of Community Center Facilities - Per Hour</b>	Resident/Local Rates	Non-Resident/Non-Local Rates	Resident/Local Rates	Non-Resident/Non-Local Rates
<b>Auditorium</b>	Hourly Rental Rate		Hourly Rental Rate	
Nonprofit Group	\$40.00	\$60.00	\$40.00	\$60.00
Private Individual	\$40.00	\$80.00	\$40.00	\$80.00
Commercial Group	\$80.00	\$120.00	\$80.00	\$120.00
<b>Classrooms / Multi Purpose Room - per room</b>				
Nonprofit Group	\$18.00	\$27.00	\$18.00	\$27.00
Private Individual	\$18.00	\$36.00	\$18.00	\$36.00
Commercial Group	\$36.00	\$54.00	\$36.00	\$54.00

EXHIBIT A

Description	ADOPTED FY2012		PROPOSED FOR FY2013	PROPOSED FOR FY2013
<b>Conference Rooms - per room</b>				
Nonprofit Group	\$22.00	\$33.00	\$22.00	\$33.00
Private Individual	\$22.00	\$44.00	\$22.00	\$44.00
Commercial Group	\$44.00	\$66.00	\$44.00	\$66.00
<b>Kitchen Facilities</b>				
Nonprofit Group	\$25.00	\$38.00	\$25.00	\$38.00
Private Individual	\$25.00	\$50.00	\$25.00	\$50.00
Commercial Group	\$50.00	\$75.00	\$50.00	\$75.00
<b>Meeting Room or Piano Room</b>				
Nonprofit Group	\$25.00	\$38.00	\$25.00	\$38.00
Private Individual	\$25.00	\$50.00	\$25.00	\$50.00
Commercial Group	\$50.00	\$75.00	\$50.00	\$75.00
<b>Parking Lot (Rate per Space)</b>				
All Groups	\$10.00	\$10.00	\$10.00	\$10.00
<b>Brookside Parking Lot I (minimum 100 spaces)</b>				
All groups	Established by individual contract		Established by individual contract	
<b>Patio (including Upper Patio @ Villa Parke)</b>				
Nonprofit Group	\$32.00	\$48.00	\$32.00	\$48.00
Private Individual	\$32.00	\$64.00	\$32.00	\$64.00
Commercial Group	\$64.00	\$96.00	\$64.00	\$96.00
<b>RECREATION &amp; SPORTS FACILITIES (FIELDS, GYMNASIUMS, POOLS, ETC )</b>				
<b>Facilities</b>	<b>Resident/Local Rates</b>	<b>Non-Resident/ Non-Local Rates</b>	<b>Resident/Local Rates</b>	<b>Non-Resident/ Non-Local Rates</b>
<b>Gymnasium</b>	<b>Hourly Rental Rate</b>		<b>Hourly Rental Rate</b>	
Nonprofit Group	\$83.00	\$125.00	\$83.00	\$125.00
Private Individual	\$83.00	\$165.00	\$83.00	\$165.00
Commercial Group	\$165.00	\$250.00	\$165.00	\$250.00
<b>Showers and Dressing Room</b>				
Nonprofit Group	\$22.00	\$33.00	\$22.00	\$33.00
Private Individual	\$22.00	\$33.00	\$22.00	\$33.00
Commercial Group	\$22.00	\$33.00	\$22.00	\$33.00
<b>Outside Fields and Areas</b>				
Special Notes: Certain Open Fields are divided into sections; additional charges may apply depending upon the # of sections rented (e.g., Area H, Central Park, Victory Park)				
	<b>Resident/Local Rates</b>	<b>Non-Resident/ Non-Local Rates</b>	<b>Resident/Local Rates</b>	<b>Non-Resident/ Non-Local Rates</b>
<b>Baseball &amp; Softball Diamonds</b>	<b>Hourly Rental Rate</b>		<b>Hourly Rental Rate</b>	
Nonprofit Group	\$45.00	\$68.00	\$45.00	\$68.00
Private Individual	\$45.00	\$90.00	\$45.00	\$90.00
Commercial Group	\$90.00	\$135.00	\$90.00	\$135.00
<b>Multi-Use and Open Fields (Sports)</b>				
Nonprofit Group	\$55.00	\$83.00	\$55.00	\$83.00
Private Individual	\$55.00	\$110.00	\$55.00	\$110.00
Commercial Group	\$110.00	\$165.00	\$110.00	\$165.00
<b>Tournaments on Open Fields Per Hour (fee varies by number of entries)</b>				
Nonprofit Group	Local organizations charged 13% of gross revenue for tournaments; non-local groups charged 20%		Local organizations charged 13% of gross revenue for tournaments; non-local groups charged 20%	
Private Individual				
Commercial Group				
<b>Volleyball Courts</b>				
Nonprofit Group	\$20.00	\$30.00	\$20.00	\$30.00
Private Individual	\$20.00	\$40.00	\$20.00	\$40.00
Commercial Group	\$40.00	\$60.00	\$40.00	\$60.00
<b>Basketball Courts (Outside)</b>				
Nonprofit Group	\$20.00	\$30.00	\$20.00	\$30.00
Private Individual	\$20.00	\$40.00	\$20.00	\$40.00
Commercial Group	\$40.00	\$60.00	\$40.00	\$60.00

Description	ADOPTED FY2012		PROPOSED FOR FY2013	PROPOSED FOR FY2013
<b>Tennis Courts, Practice User</b>				
Nonprofit Group	\$20.00	\$30.00	\$20.00	\$30.00
Private Individual	\$20.00	\$40.00	\$20.00	\$40.00
Commercial Group	\$40.00	\$60.00	\$40.00	\$60.00
<b>Tennis Courts - Tournament use (hourly rate depending on size of tournament)</b>				
Nonprofit Group	Local organizations charged 13% of gross revenue for tournaments; non-local groups charged 20%		Local organizations charged 13% of gross revenue for tournaments; non-local groups charged 20%	
Private Individual				
Commercial Group				
	<b>Resident/Local Rates</b>	<b>Non-Resident/Non-Local Rates</b>	<b>Resident/Local Rates</b>	<b>Non-Resident/Non-Local Rates</b>
<b>Field Use - Adult Groups per game</b>				
Nonprofit Group	\$32.00	\$49.00	\$32.00	\$49.00
Private Individual	\$32.00	\$65.00	\$32.00	\$65.00
Commercial Group	\$65.00	\$98.00	\$65.00	\$98.00
<b>Field Use - Youth Groups per game</b>	Team roster must be comprised of at least 60% Pasadena residents to qualify as local		Team roster must be comprised of at least 60% Pasadena residents to qualify as local	
Nonprofit Group	\$0.00	\$32.00	\$0.00	\$32.00
	Hourly Rate per Park Parcel (9 available parcels)		Hourly Rate per Park Parcel (9 available parcels)	
<b>Rate for Special Events / Filming / Other Activities @ Brookside Park - Area H</b>				
Nonprofit Group	\$50.00	\$100.00	\$50.00	\$100.00
Private Individual	\$50.00	\$150.00	\$50.00	\$150.00
Commercial Group	\$150.00	\$200.00	\$150.00	\$200.00
	Hourly Rate per Park Parcel		Hourly Rate per Park Parcel	
<b>Rate for Special Events / Filming / Other Activities @ other City Parks</b>				
Nonprofit Group	\$60.00	\$120.00	\$60.00	\$120.00
Private Individual	\$60.00	\$180.00	\$60.00	\$180.00
Commercial Group	\$180.00	\$240.00	\$180.00	\$240.00
Commercial-sponsored events providing free activities or services open to the public are eligible for a 50% reduction of the total rental cost (Non City Co-sponsored)	50% of Total Rental Costs		50% of Total Rental Costs	
<b>GENERAL FACILITY RENTAL CHARGES (Rooms, Auditoriums, Patios, Picnic Areas, Etc.)</b>				
<b>La Casita Del Arroyo (4 Hour Minimum)</b>	Hourly Rental Rate		Hourly Rental Rate	
City sponsored or Co-sponsored event	\$0.00	\$0.00	\$0.00	\$0.00
Nonprofit Group	\$95.00	\$143.00	\$95.00	\$143.00
Private Individual	\$95.00	\$191.00	\$95.00	\$191.00
Commercial Group	\$191.00	\$290.00	\$191.00	\$290.00
	<b>Resident/Local Rates</b>	<b>Non-Resident/Non-Local Rates</b>	<b>Resident/Local Rates</b>	<b>Non-Resident/Non-Local Rates</b>
<b>La Casita Del Arroyo Hourly Set Up/Clean Up Rate</b>				
Nonprofit Group	\$40.00	\$60.00	\$40.00	\$60.00
Private Individual	\$40.00	\$60.00	\$40.00	\$60.00
Commercial Group	\$40.00	\$60.00	\$40.00	\$60.00
<b>Picnic Areas (not including Brookside Park areas)</b>				
	Rate for First Four (4) Hours		Rate for First Four (4) Hours	
Nonprofit Group	\$54.00	\$54.00	\$54.00	\$54.00
Private Individual	\$54.00	\$54.00	\$54.00	\$54.00
Commercial Group	\$54.00	\$54.00	\$54.00	\$54.00
**Additional hour after first four (4) hours	\$40.00	\$40.00	\$40.00	\$40.00
<b>Brookside Park Picnic Areas (Hourly rate)</b>				
	Hourly Rate		Hourly Rate	
Nonprofit Group	\$54.00	\$82.00	\$54.00	\$82.00
Private Individual	\$54.00	\$109.00	\$54.00	\$109.00
Commercial Group	\$109.00	\$165.00	\$109.00	\$165.00
<b>Concessions</b>				
All areas (unless otherwise provided in contract)	% as defined in contract (variable %)		% as defined in contract (variable %)	

EXHIBIT A

Description	ADOPTED FY2012		PROPOSED FOR	
			FY2013	FY2013
<b>Horse Trailer Storage Fees (Monthly)</b>				
20 feet or less (Base Fee)	\$42.00		\$42.00	
21 feet to 29 feet	Base fee + \$1 for each foot over 20ft		Base fee + \$1 for each foot over 20ft	
30 feet or more	Base fee + \$2 for each foot over 30ft		Base fee + \$2 for each foot over 30ft	
<b>Swim Pool Facility Rental</b>				
Private Party, per hour -- Morning/Afternoon/Evening	\$665.00	\$810.00	\$665.00	\$810.00
Commercial, per hour -- Morning/Afternoon/Evening	\$810.00	\$950.00	\$810.00	\$950.00
<b>Eligibility for Reduced Resident Rates</b>				
Low-income rate for a Resident, Private Individual Function only (must meet eligibility requirements before fee reduction can be applied)	50% of total rental charges		50% of total rental charges	
	<b>Resident/Local Rates</b>	<b>Non-Resident/Non-Local Rates</b>	<b>Resident/Local Rates</b>	<b>Non-Resident/Non-Local Rates</b>
<b>ADDITIONAL RENTAL FEES</b>				
<b>Refundable Security Deposit (Charged for a Park and La Casita del Arroyo Function)</b>				
Events which charge an admission of \$500 or more	20% of admission		20% of admission	
All Other Events - FLAT FEE	\$225.00		\$225.00	
<b>Refundable Cleaning Deposit (Charged for a Facility Use Function)</b>				
Local Non-Profit / Non-Profit (Membership < 60% Pasadena Residents) / Private Party / Commercial	\$205.00		\$205.00	
<b>Athletic Field Lighting Fee - per hour</b>				
Adult Sports Groups	\$25.00		\$25.00	
Youth Sports Groups	\$5.00		\$5.00	
<b>Staff Attendant - Hourly Fee (charged for large groups)</b>				
All Groups	\$31.00		\$31.00	
<b>Sound Monitor - Hourly Fee (charged for events with amplified or live music)</b>				
All Groups	\$31.00		\$31.00	
<b>Alcohol Monitor - Hourly Fee (charged for events serving / selling alcohol)</b>				
All Groups	\$33.00		\$33.00	
<b>Alcohol Permit</b>				
One-day - All City Facilities - All Groups	\$71.00		\$71.00	
<b>Event Insurance Premium Rates (Mandatory coverage for all groups unless provided by other vendor)</b>				
CLASS I (1-100 in Attendance) up to CLASS III (5000+ in Attendance)	Starting at \$83.32 per event		Starting at \$83.32 per event	