



AGENDA

REGULAR MEETING OF THE PARK AND RECREATION COMMISSION

Wednesday, April 27, 2022 at 7:00 p.m.

Staff Liaison

Christopher Jones | (510) 559-7005
cjones@ci.el-cerrito.ca.us

JOIN VIA ZOOM:

<https://us06web.zoom.us/j/86913752014?pwd=TmxSWIEvbVVmTDRMVTdzNFllTjExZz09>

Event ID: 869 1375 2014 **Password:** 608928
or Dial in: 1-408-638-0968

Pursuant to Executive Order N-29-20, teleconference restrictions of the Brown Act have been suspended, as well as the requirement to provide a physical location for members of the public to participate in the meeting.

Members of the public can watch or listen to Park and Recreation meeting via Zoom using the meeting information listed above.

Public comments may be submitted one of two ways:

1. Via Zoom using the ["Raise Hand"](#) icon to request to speak. If joining by phone, dial *9 to "raise your hand", and when prompted *6 to unmute/mute.
2. Via email to cjones@ci.el-cerrito.ca.us. Email must contain in the subject line **Public Comments – Not on the Agenda or Public Comments – Agenda Item #** .

To ensure that the Park and Recreation Commission receives your written comments prior to taking action, they must be received by **4:00 p.m. the day of the meeting**. All written comments received by this deadline will be provided to the Park and Recreation Commission and posted online in advance of the meeting.

Comments received after the deadline will be provided to the Park and Recreation Commission and included with supplemental materials **after the meeting**. **No written comments will be read into the record.**

7:00 P.M. CONVENE REGULAR PARK AND RECREATION COMMISSION MEETING

1. **ROLL CALL** – Chair Ben Chuaqui; Vice-Chair Avis Codron; Members, Jennifer Kaczor, Norman La Force

2. **COMMISSION/STAFF COMMUNICATIONS AND ANNOUNCEMENTS**
Informal reports on matters of general interest which are announced by the Park and Recreation Commissioners and City Staff.

3. **ORAL COMMUNICATIONS FROM THE PUBLIC**
Remarks are typically limited to three minutes per person and may be on anything within the subject matter jurisdiction of the body. Remarks on non-agenda items will be heard first, remarks on agenda items will be heard at the time the item is discussed.

4. COUNCIL/STAFF LIAISON ANNOUNCEMENTS AND REPORTS

Staff and/or Mayor Pro Tem Lisa Motoyama may report on matters of general interest to the Park and Recreation Commission, Council policies, priorities and significant actions taken by the City Council. Staff will ask if any members of the public who intend to apply to the Park and Recreation Commission are present at the meeting and wish to be recognized.

5. APPROVAL OF MINUTES

Consider a motion adopting the minutes of the Park and Recreation Commission meeting on **March 30, 2022**.

6. RECREATION DEPARTMENT PROPOSED MASTER FEE SCHEDULE FOR FISCAL YEAR 2022-23

Review, discussion and possible action to recommend the proposed Master Fee Schedule for the Recreation Department for fiscal year 2021-22.

7. PARK AND RECREATION COMMISSION WORK PLAN TOPICS DISCUSSION AND UPDATES

Commission discussion and updates on work plan goals and progress and possible action to appoint work plan group members.

- Open space and urban trails update
- Community engagement and outreach
- Work plan priorities

8. REORGANIZATION OF THE PARK AND RECREATION COMMISSION

Per City ordinance, select Chair and Vice Chair of the Park and Recreation Commission for 2022-2023.

9. RECREATION DEPARTMENT UPDATE

Update on items of interest in the Recreation Department.

10. ITEMS FOR FUTURE AGENDAS

- Next Regular Meeting: Wednesday, May 25, 2022 at 7 p.m.
- Parks and Recreation Facilities Projects Update – Ongoing
- Work Plan Item Discussion/Updates – Ongoing
- Parks and Recreation Facilities FY2023 Capital Improvement Program and Measure H Review – May
- Recreation Department Proposed Fiscal Year 2022-23 Budget – May
- Park and Recreation Commission 2022-23 Work Plan Discussion – June

11. ADJOURN PARK AND RECREATION COMMISSION MEETING

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Staff Liaison, (510) 559-7005. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.102-35.104 ADA Title I).

Any writings or documents provided to a majority of the members regarding any item on this agenda will be made available for public inspection at the El Cerrito Community Center, 7007 Moeser Lane, El Cerrito, CA 94530 during normal business hours.



AGENDA MATERIALS

PARK & RECREATION COMMISSION MEETING April 27, 2022

AGENDA ITEM 5 – APPROVAL OF MINUTES

1. Draft Meeting Minutes – March 30, 2022

AGENDA ITEM 6 – RECREATION DEPARTMENT PROPOSED MASTER FEE SCHEDULE FOR FISCAL YEAR 2022-23

1. Proposed Master Fee Schedule Summary of Notable Changes
2. Proposed Recreation Department Master Fee Schedule

AGENDA ITEM 7 - REORGANIZATION OF THE PARK AND RECREATION COMMISSION

1. Script



DRAFT MINUTES

REGULAR MEETING OF THE PARK AND RECREATION COMMISSION

Wednesday, March 30, 2022 at 7:00 p.m.

Staff Liaison

Christopher Jones | (510) 559-7005
cjones@ci.el-cerrito.ca.us

JOIN VIA ZOOM:

<https://us06web.zoom.us/j/85872282891?pwd=Rndnc1pFaKdhelZnYUVuRmd6WnoyZz09>

Event ID: 858 7228 2891 **Password:** 125841
or Dial in 1-408-638-0968

7:00 P.M. CONVENE REGULAR PARK AND RECREATION COMMISSION MEETING Chair Chuaqui called the meeting to order at 7:01 p.m.

1. **ROLL CALL – Present:** Chair Ben Chuaqui; Vice-Chair Avis Codron; Members, Jennifer Kaczor, Norman La Force

2. **COMMISSION/STAFF COMMUNICATIONS AND ANNOUNCEMENTS**

Informal reports on matters of general interest which are announced by the Park and Recreation Commissioners and City Staff.

3. **ORAL COMMUNICATIONS FROM THE PUBLIC**

Remarks are typically limited to three minutes per person and may be on anything within the subject matter jurisdiction of the body. Remarks on non-agenda items will be heard first, remarks on agenda items will be heard at the time the item is discussed.

Public Comment: Dave Weinstein of the El Cerrito Trail Trekkers spoke of potential development on private property that he would like to see left as open space.

4. **COUNCIL/STAFF LIAISON ANNOUNCEMENTS AND REPORTS**

Staff and/or Mayor Pro Tem Lisa Motoyama may report on matters of general interest to the Park and Recreation Commission, Council policies, priorities and significant actions taken by the City Council. Staff will ask if any members of the public who intend to apply to the Park and Recreation Commission are present at the meeting and wish to be recognized.

Recreation Director Jones asked if there was anyone in attendance who was interested in applying for the Park and Recreation Commission. There was no response.

5. **APPROVAL OF MINUTES**

Consider a motion adopting the minutes of the Park and Recreation Commission meeting on **February 23, 2022.**

Moved/Seconded: Vice-Chair Codron/Member La Force.

Action: Passed a motion to approve the minutes of the Park and Recreation Commission meeting on February 23, 2022.

Ayes: Chair Chuaqui; Vice-Chair Codron; Members Jennifer Kaczor, Norman La Force.

Noes: None

Abstain: None

6. CITY OF EL CERRITO AND WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT JOINT USE FACILITIES PARTNERSHIP PRESENTATION

City and District staff will present an overview of the facilities partnership that allows residents of both agencies access to parks and recreational spaces in El Cerrito for City and District programming.

Presentation and Discussion: City staff and presenters responded to questions and comments regarding the El Cerrito High School Tennis Courts, Cerrito Vista Park, the 7-11 Committee that the school district is forming to investigate options for some of their surplus properties, the former Portola Middle School site, Castro Park and the City/District usage agreement, the City/District partnership and ongoing check-in meetings.

Action: Received and filed

7. PARK AND RECREATION COMMISSION WORK PLAN TOPICS DISCUSSION AND UPDATES

Commission discussion and updates on work plan goals and progress and possible action to appoint work plan group members.

- Open space and urban trails update
- Community engagement and outreach
- Work plan priorities

Presentation and Discussion: City staff and Open Space and Urban Trails Work Plan Group members responded to questions and comments regarding volunteer trail clearing and maintenance, identifying City staff to coordinate with, potential urban trail names, staff capacity and priorities to review and implement projects, potential grants, and outreach materials.

City staff and Chair Chuaqui responded to questions and comments regarding community engagement and outreach survey questions and Commissioner participation.

Public Comment: Dave Weinstein of the El Cerrito Trail Trekkers spoke about the Trail Trekker's recommended urban trail names; funding the non-Hillside Natural Area trail wayfinding signs; sign numbers, locations, materials, and ownership; and Commission support.

Moved/Seconded: Members La Force/Kaczor

Action: Passed a motion to recommend the approval of 60 proposed trail names in conjunction with the Trail Trekkers and City staff determining their

appropriateness and which signs should be installed first and to urge the staff and City to seek funding from Trail Trekkers, other organizations, or use public funds to install the initial 36 signs.

Ayes: Chair Chuaqui; Vice-Chair Codron; Members Jennifer Kaczor, Norman La Force.

Noes: None

Abstain: None

8. REVIEW AND DISCUSSION OF PARKS AND RECREATION RELATED PROJECTS

Review Parks Projects Status Sheet of funded and unfunded capital improvement program projects related to Parks and Recreation.

Presentation and Discussion: staff responded to questions and comments regarding the Arlington Park Capital Improvements project, Hillside Natural Area Wayfinding Signs project, Immediate work priorities, the Recreation Pool Re-Plastering project and future Swim Center needs.

Action: Received and filed

9. RECREATION DEPARTMENT UPDATE

Update on items of interest in the Recreation Department.

Director Jones reported on the following topics: 4th of July Festival fundraising efforts, Spring Egg Splash event, summer activities, childcare registration, and summer camp enrollment.

Action: Received and filed

10. ITEMS FOR FUTURE AGENDAS

- Next Regular Meeting: Wednesday, April 27, 2022, at 7 p.m.
- Reorganization of the Park and Recreation Commission – April
- Parks and Recreation Facilities Projects Update – Ongoing
- Work Plan Item Discussion/Updates – Ongoing
 - Recreation Programs & Services – February
- City of El Cerrito & worldOne 4th of July Festival Update – April or May
- Recreation Department Master Fee Schedule and FY2023 Budget– April or May
- Parks and Recreation Facilities FY2023 Capital Improvement Program and Measure H Review – April or May

11. ADJOURN PARK AND RECREATION COMMISSION MEETING Chair Chuaqui adjourned the meeting at 8:58 p.m.

Proposed FY 2022-23 Recreation Department Master Fee Schedule - DRAFT
Summary of Notable Proposed Changes

Description	Basis	Current Fee	Increase/ Decrease	Increase/ Decrease %	FY23 Proposed Fee	Comments
Tennis Courts (min. 1 hour rental)						
Resident	per hour	\$10.00	\$0.00	0.0%	\$10.00	no fee increase but changing to min. 1 hour rentals
Non-Resident	per hour	\$12.00	\$0.00	0.0%	\$12.00	no fee increase but changing to min. 1 hour rentals
Tennis Club	per hour	\$7.25	-\$0.25	-3.4%	\$7.00	changing to min. 1 hour rentals
Instruction Use	per hour	\$17.00	\$0.00	0.0%	\$17.00	no fee increase but changing to min. 1 hour rentals
Light Surcharge (Cerrito Vista)	per hour	\$4.00	\$0.00	0.0%	\$4.00	no fee increase but changing to min. 1 hour rentals
Play Fields						
Resident	per hour	\$31.00	\$1.00	3.2%	\$32.00	EC nearing top of range for comparisons. Currently cheaper to reserve as Non-Resident in Albany and other nearby cities
Non-Resident	per hour	\$42.00	\$0.00	0.0%	\$42.00	Resident fee plus 25% surcharge
Cerrito Vista Hardball Field (2 hr. minimum)—Resident	per hour	\$43.00	\$1.00	2.3%	\$44.00	Highest in the area
Cerrito Vista Hardball Field (2 hr. minimum)—Non-Resident	per hour	\$54.00	\$1.00	1.9%	\$55.00	Resident fee plus 25% surcharge
Lap Swim/Recreation/Family Swim						
Drop-In	per use	\$8.00	\$0.00	0.0%	\$8.00	already highest drop-in in the area
Recreation Parent & Child Swim/Splash Park/Tot Splash						
Drop-in						
Adult (18+)	per use	\$8.00	\$0.00	0.0%	\$8.00	already highest drop-in in the area
Youth (1-17 years)	per use	\$5.00	\$0.00	0.0%	\$5.00	already highest drop-in in the area
Splash Park Only & Tot Splash	per use	\$4.00	\$1.00	25.0%	\$5.00	raising to match youth price
Non-Swimmer Fee	per use	\$4.00	\$1.00	25.0%	\$5.00	raising to match youth price
Organized Groups (minimum of 15)	per child	\$4.00	\$1.00	25.0%	\$5.00	raising to match youth price
Ten 15 Swim Pass (valid April through Oct.)						
Youth Resident (1-17)	per pass	\$38.00	\$20.00	52.6%	\$58.00	changing from 10 to 15 punch to make same as adult pass
Youth Non-Resident (1-17)	per pass	\$47.00	\$26.00	55.3%	\$73.00	changing from 10 to 15 punch to make same as adult pass
Family Season Passes						
Family Season Pass (6/1-9/30) Resident (max 5 family members per address)	Valid Season	\$407.00				Not used, not offered by other pools
Family Season Pass (6/1-9/30) Non-Res (max 5 family members per address)	Valid Season	\$459.00				Not used, not offered by other pools
Additional Family Members (up to 3 additional)	Valid Season	\$31.00				Not used, not offered by other pools

Proposed FY 2022-23 Recreation Department Master Fee Schedule - DRAFT
Summary of Notable Proposed Changes

Description	Basis	Current Fee	Increase/ Decrease	Increase/ Decrease %	FY23 Proposed Fee	Comments
Additional Family Members (up to 3 additional) Non-Res	Valid Season	\$39.00				Not used, not offered by other pools
Water Aerobics Deep/Shallow						Water Aerobics Deep/Shallow
Drop In	per use	\$12.00	\$0.00	0.0%	\$12.00	already highest drop-in in the area
			\$0.00	#DIV/0!	\$0.00	
Swim Lessons						Swim Lessons
Teen/Adult Group Lessons - Resident	per class	\$14.00	\$5.00	35.7%	\$19.00	lessons are 55 minutes in length, need to charge more than the standard 25 minute lesson
Gators Swim Club Team						Gators Swim Club Team
One Swimmer - Resident	per hour	\$6.00	\$0.00	0.0%	\$6.00	prices have increased over the past year due to practice times, and will continue to increase
Miscellaneous Swim Center Fees						Miscellaneous Swim Center Fees
Auto-Debit Pass Discount	per month	5%	3%	60.0%	8%	increasing discount to encourage more auto-debit usage
Monthly Passes Pro-Rated for Remaining Days Based on Beginning Effective Date Only (proration will not be applied to the Admin Fee)	per pass					No longer needed, back to 30-day pass
Day Camps *Effective 9/1/2021-September 1						Day Camps *Effective 9/1/2021-September 1
Day Camp Cancellation Fee	per camp/week	\$35.00	\$5.00	14.3%	\$40.00	Cancellation fee equal to camp deposit. Increased deposit/cancellation to discourage last minute cancellations and retain more revenue in cases of cancellation.
Before/After School Childcare						Before/After School Childcare
5 day schedule, AM Care (~ 1.5 hours/day)	per month (10 Total)	\$289.00	\$26.00	9.0%	\$315.00	aligning with comparable programs, accounting for hard costs associated with program even though it is only 1.5 hours per day
4 day schedule, AM Care (~1.5hours/day)	per month (10 Total)	\$254.00	\$23.00	9.1%	\$277.00	aligning with comparable programs, accounting for hard costs associated with program even though it is only 1.5 hours per day
3 day schedule, AM Care (~1.5 hours/day)	per month (10 Total)	\$208.00	\$19.00	9.1%	\$227.00	aligning with comparable programs, accounting for hard costs associated with program even though it is only 1.5 hours per day
2 day schedule, AM Care (~1.5 hours/day)	per month (10 Total)	\$150.00	\$14.00	9.3%	\$164.00	aligning with comparable programs, accounting for hard costs associated with program even though it is only 1.5 hours per day
1 day schedule, AM Care (~1.5 hours/day)	per month (10 Total)	\$75.00	\$7.00	9.3%	\$82.00	aligning with comparable programs, accounting for hard costs associated with program even though it is only 1.5 hours per day
4 day schedule, TK & Kinder Club (~1 hour/day)	per month (10 Total)	\$158.00				changing fee structure to daily rate below

Proposed FY 2022-23 Recreation Department Master Fee Schedule - DRAFT
Summary of Notable Proposed Changes

Description	Basis	Current Fee	Increase/ Decrease	Increase/ Decrease %	FY23 Proposed Fee	Comments
3-day schedule, TK & Kinder Club (~1 hour/day)	per month (10 Total)	\$129.00				changing fee structure to daily rate below
2-day schedule, TK & Kinder Care (~1 hour/day)	per month (10 Total)	\$93.00				changing fee structure to daily rate below
1-day schedule, TK & Kinder Club (~1 hour/day)	per month (10 Total) per day	\$47.00	-\$33.00	-70.2%	\$14.00	per day rather than per month
Adult Programs and Services						
Respite Group—Resident	per month day	\$112.00	-\$82.00	-73.2%	\$30.00	change to per day
Respite Group—Non-Resident	per month day	\$139.00	-\$101.00	-72.7%	\$38.00	change to per day
Easy Ride Paratransit, each way	per trip	\$3.00	\$0.00	0.0%	\$3.00	funded by CC Tax Measure J
Third Party Programs						
Surcharge on Fee-Based Programs by Independent Contractor (4% of fee, up to maximum and rounded to nearest dollar)	max charge per session percent of fee	\$13.00			3.5%	lowering percentage but removing price cap
Recreation Brochure Advertisements						
Copy Ready, 1/8 page	each	\$200.00	\$0.00	0.0%	\$200.00	Price is notably higher than nearby cities
Copy Ready, Quarter page	each	\$450.00	\$0.00	0.0%	\$450.00	Price is notably higher than nearby cities
Copy Ready, Half page	each	\$750.00	\$0.00	0.0%	\$750.00	Price is notably higher than nearby cities
Copy Ready, Full page	each	\$1,250.00	\$0.00	0.0%	\$1,250.00	Price is notably higher than nearby cities

Proposed Recreation Department Master Fee Schedule - DRAFT
Fiscal Year 2022-23 - Based on 4% Rounded-Up Increase Except Where Noted

Item	Description	Basis	Current Fee	FY23 Increase/ Decrease Amt	FY23 Increase/ Decrease %	FY23 Proposed New Fee	Comments
Facility Rentals							
1	Community Center						
	<i>Minimum Rental Time (Fri-Sun); 5 Hours</i>						
	<i>Maximum Advance Reservation: 12 Months Resident, Non-Profit or Co-Sponsored Group; 10 Months Non-Resident or Commercial; 12 months Annual Rentals.</i>						
	Main Social Hall						
	Resident (includes Skylight Room, Kitchen and Courtyard)	per hour	\$204.00	\$9.00	4.4%	\$213.00	
	Non-Resident/Commercial (includes Skylight Room, Kitchen and Courtyard)	per hour	\$255.00	\$11.00	4.3%	\$266.00	
	Optional Clean-Up Service (2 hours of 1 custodian after rental)	per event	\$153.00				see below
	Additional Hours for Set-Up & Clean-Up Optional Clean-Up Service Additional Hours	per hour	\$82.00	\$4.00	4.9%	\$86.00	Rename: Additional hours for clean-up/set-up
	Deposit (credit card only)						
	Private	per event	\$648.00	\$26.00	4.0%	\$674.00	
	Non-Profit/City Co-Sponsored	per event	\$327.00				discount specified in section 5
	Skylight, Garden and Tot Patio Rooms						
	Resident	per hour	\$77.00	\$4.00	5.2%	\$81.00	
	Non-Resident/Commercial	per hour	\$96.00	\$4.00	4.2%	\$100.00	
	Non-Profit/City Co-Sponsored	per hour	\$28.00				discount specified in section 5
	Deposit (credit card only)	per event	\$111.00	\$5.00	4.5%	\$116.00	
	Craft Pool View Room/Courtyard						
	Resident	per hour	\$41.00	\$2.00	4.9%	\$43.00	
	Non-Resident/Commercial	per hour	\$51.00	\$3.00	5.9%	\$54.00	
	Deposit (credit card only)	per event	\$111.00	\$5.00	4.5%	\$116.00	
	Kitchen Use	per hour	\$54.00	\$3.00	5.6%	\$57.00	
	Alcohol Service Permit	per event	\$201.00	\$9.00	4.5%	\$210.00	
2	Group Picnic Areas						
	Cerrito Vista						
	Reservation—Resident	per day	\$221.00	\$9.00	4.1%	\$230.00	
	Reservation—Non-Resident	per day	\$276.00	\$12.00	4.3%	\$288.00	
	Volleyball Net and Ball Deposit	per day	\$51.00	\$3.00	5.9%	\$54.00	
	Arlington (large group area with tables & BBQ)						
	Spaces 4 & 5—Resident	per day	\$164.00	\$7.00	4.3%	\$171.00	

Proposed Recreation Department Master Fee Schedule - DRAFT
Fiscal Year 2022-23 - Based on 4% Rounded-Up Increase Except Where Noted

Item	Description	Basis	Current Fee	FY23 Increase/ Decrease Amt	FY23 Increase/ Decrease %	FY23 Proposed New Fee	Comments
	Spaces 4 & 5—Non-Resident	per day	\$204.00	\$9.00	4.4%	\$213.00	
	Spaces 4, 5 & 6—Resident	per day	\$221.00	\$9.00	4.1%	\$230.00	
	Spaces 4, 5 & 6—Non-Resident/Commercial	per day	\$276.00	\$12.00	4.3%	\$288.00	
	Other Parks, picnic tables with BBQ pit						
	Resident	per day	\$88.00	\$4.00	4.5%	\$92.00	
	Non-Resident	per day	\$111.00	\$5.00	4.5%	\$116.00	
	Other Parks, picnic tables without BBQ pit						
	Resident	per day	\$74.00	\$3.00	4.1%	\$77.00	
	Non-Resident	per day	\$92.00	\$4.00	4.3%	\$96.00	
	Picnic Area Cleaning Deposit	per day	\$51.00	\$3.00	5.9%	\$54.00	
	Restroom Key (purchase or refundable deposit)	per key	\$23.00	\$1.00	4.3%	\$24.00	
	Picnic Sites Weekday Discount		15%				see section 5
3	Adult Programs Building Hana Gardens Senior Center						
	Midtown Activity Center Social Hall/Kitchen						
	Resident	per hour	\$110.00				
	Non-Resident, Commercial	per hour	\$136.00				
	Hana Gardens Senior Center						
	Combined Room - Resident	per hour	\$132.00	\$6.00	4.5%	\$138.00	
	Combined Room - Non-Resident/Commercial	per hour	\$165.00	\$7.00	4.2%	\$172.00	
	Decoration/Clean-Up/Rehearsal Time (1-hour max. day of event)	per hour per rental	\$64.00	\$3.00	4.7%	\$67.00	
	Alcohol Service Permit	per event	\$193.00	\$8.00	4.1%	\$201.00	
	Deposit	per event	\$332.00	\$14.00	4.2%	\$346.00	
4	Clubhouses						
	<i>Minimum Rental Time (Sat-Sun); 3 hours (Arlington, Castro Side A, Castro Side B)</i>						
	<i>Maximum Advance Reservation: 12 Months Resident, Non-Profit or Co-Sponsored Group; 10 Months Non-Resident or Commercial; 12 Months Annual Rentals</i>						
	Private, Resident	per hour	\$82.00	\$4.00	4.9%	\$86.00	
	Private, Non-Resident	per hour	\$102.00	\$5.00	4.9%	\$107.00	
	Renovated Clubhouse Private, Resident	per hour	\$102.00	\$5.00	4.9%	\$107.00	
	Renovated Clubhouse Private, Non-Resident	per hour	\$128.00	\$6.00	4.7%	\$134.00	

Proposed Recreation Department Master Fee Schedule - DRAFT
Fiscal Year 2022-23 - Based on 4% Rounded-Up Increase Except Where Noted

Item	Description	Basis	Current Fee	FY23 Increase/ Decrease Amt	FY23 Increase/ Decrease %	FY23 Proposed New Fee	Comments
	Clubhouse Weekday Discount	per hour	15%				moved to section 5
	Deposit	per event	\$245.00	\$10.00	4.1%	\$255.00	
	Alcohol Service Permit	per event	\$47.00	\$2.00	4.3%	\$49.00	
	Art Studio Instructor	per hour	\$43.00	\$2.00	4.7%	\$45.00	
5	Facility Rental Related Fees & Discounts						
	Transfer Fee - Rooms and Clubhouses	per date	\$51.00	\$3.00	5.9%	\$54.00	
	Transfer Fee - Picnics	per date	\$22.00	\$1.00	4.5%	\$23.00	
	Late Payment Fee	percent	15%	\$0.00	0.0%	15%	
	City Co-Sponsored Rental Fee Discount	percent	40%	\$0.00	0.0%	40%	
	Non-Profit Rental Fee Discount	percent	20%	\$0.00	0.0%	20%	
	Governmental Agency/School District Rentals (per WCCUSD Joint Use Agreement- unless specified in separate agreement(s))	per event	Cost of Additional Staff (if needed)			Additional Direct Costs (if needed)	
	Business Hours Facility Rental Discount (Mon. - Thurs. 8:30am - 4:30pm, no holidays)	per hour	NEW			15%	
	Chair Rental—Non-Profit/Co-Sponsored	each	\$4.00	\$1.00	25.0%	\$5.00	
	Table Rental—Non-Profit/Co-Sponsored	each	\$7.00	\$1.00	14.3%	\$8.00	
6	Storage Fee - Co-Sponsored Groups Only						
	Small Locker	per year	\$365.00	\$15.00	4.1%	\$380.00	
	Medium Locker	per year	\$432.00	\$18.00	4.2%	\$450.00	
	Large Locker	per year	\$580.00	\$24.00	4.1%	\$604.00	
	Room/Small Clubhouse	per year	\$1,000.00	\$40.00	4.0%	\$1,040.00	
	Recreation Field/Sports Venue Rentals and Fees						
1	Tennis Courts (min. 1 hour rental)						
	Resident	per hour	\$10.00	\$0.00	0.0%	\$10.00	no fee increase but changing to min. 1 hour rentals
	Non-Resident	per hour	\$12.00	\$0.00	0.0%	\$12.00	no fee increase but changing to min. 1 hour rentals
	Tennis Club	per hour	\$7.25	-\$0.25	-3.4%	\$7.00	changing to min. 1 hour rentals
	Instruction Use	per hour	\$17.00	\$0.00	0.0%	\$17.00	no fee increase but changing to min. 1 hour rentals
	City Co-Sponsored Group Team Permit Fee	per season	\$26.00	\$2.00	7.7%	\$28.00	
	Tennis Transfer/Cancellation Fee	per hour	\$1.00	\$0.00	0.0%	\$1.00	

Proposed Recreation Department Master Fee Schedule - DRAFT
Fiscal Year 2022-23 - Based on 4% Rounded-Up Increase Except Where Noted

Item	Description	Basis	Current Fee	FY23 Increase/ Decrease Amt	FY23 Increase/ Decrease %	FY23 Proposed New Fee	Comments
	Private Instructor Processing Fee (Tennis Certification and Insurance Required)	per year	\$28.00	\$2.00	7.1%	\$30.00	
	Light Surcharge (Cerrito Vista)	per hour	\$4.00	\$0.00	0.0%	\$4.00	no fee increase but changing to min. 1 hour rentals
2	Play Fields						
	Resident	per hour	\$31.00	\$1.00	3.2%	\$32.00	EC nearing top of range for comparisons. Currently cheaper to reserve as Non-Resident in Albany and other nearby cities
	Non-Resident	per hour	\$42.00	\$0.00	0.0%	\$42.00	Resident fee plus 25% surcharge
	Cerrito Vista Hardball Field (2 hr. minimum)—Resident	per hour	\$43.00	\$1.00	2.3%	\$44.00	Highest in the area
	Cerrito Vista Hardball Field (2 hr. minimum)—Non-Resident	per hour	\$54.00	\$1.00	1.9%	\$55.00	Resident fee plus 25% surcharge
	El Cerrito Co-Sponsored Youth Group	per hour	\$12.50	\$0.50	4.0%	\$13.00	
	Fine for violation of field policies and/or damaging fields when wet and or not playable or signs are posted.	per infraction	\$349.00	\$14.00	4.0%	\$363.00	
	Swim Center Programs/Fees * Effective 9/1/2021 September 1						
1	Adult Swim Fees						
	Lap Swim/Recreation/Family Swim						
	30 Day Pass - Resident	per month- valid 30 days	\$93.00	\$3.00	3.2%	\$96.00	Back to 30 day pass
	30 Day Pass - Non-Resident	per month- valid 30 days	\$116.00	\$3.00	2.6%	\$119.00	Back to 30 day pass
	30 Day Pass Three Month Discount	per month					
	15-Swim Pass—Resident	per pass	\$93.00	\$3.00	3.2%	\$96.00	
	15-Swim Pass—Non-Resident	per pass	\$116.00	\$3.00	2.6%	\$119.00	
	Drop-In	per use	\$8.00	\$0.00	0.0%	\$8.00	already highest drop-in in the area
	Masters Swim Team						
	Drop-In	per use	\$12.00	\$0.00	0.0%	\$12.00	
	30 Day Pass - Resident	per month- valid 30 days	\$90.00	\$6.00	6.7%	\$96.00	
	30 Day Pass - Non-Resident	per month- valid 30 days	\$113.00	\$6.00	5.3%	\$119.00	
	Masters Three Month Discount	per month					

Proposed Recreation Department Master Fee Schedule - DRAFT
Fiscal Year 2022-23 - Based on 4% Rounded-Up Increase Except Where Noted

Item	Description	Basis	Current Fee	FY23 Increase/ Decrease Amt	FY23 Increase/ Decrease %	FY23 Proposed New Fee	Comments
	Masters 10 Workout Pass – Resident	per pass					
	Masters 10 Workout Pass – Non-Resident	per pass					
	Masters Plus —Any Masters Workout/Lap Swim 1 Month Only (No quarterly discount)						"no quarterly discount" no longer applicable
	Monthly 30 Day Masters Plus Resident	per month- valid 30 days	\$129.00	\$7.00	5.4%	\$136.00	Back to 30 day pass
	Monthly 30 Day Masters Plus Non-Resident	per month- valid 30 days	\$162.00	\$8.00	4.9%	\$170.00	Back to 30 day pass
2	Recreation Parent & Child Swim/Splash Park/Tot Splash						
	Drop-in						
	Adult (18+)	per use	\$8.00	\$0.00	0.0%	\$8.00	already highest drop-in in the area
	Child (1-6 years)	per use					
	Youth (1-17 years)	per use	\$5.00	\$0.00	0.0%	\$5.00	already highest drop-in in the area
	Splash Park Only & Tot Splash	per use	\$4.00	\$1.00	25.0%	\$5.00	raising to match youth price
	Non-Swimmer Fee	per use	\$4.00	\$1.00	25.0%	\$5.00	raising to match youth price
	Organized Groups (minimum of 15)	per child	\$4.00	\$1.00	25.0%	\$5.00	raising to match youth price
	30 Days						
	Child (1-6 years) Resident	valid 30 days					
	Child (1-6 years) Non-Resident	valid 30 days					
	Youth—(1-17 years) Resident	valid 30 days	\$55.00	\$3.00	5.5%	\$58.00	
	Youth—(1-17 years) Non-Resident	valid 30 days	\$68.00	\$5.00	7.4%	\$73.00	
	Ten 15 Swim Pass (valid April through Oct.)						
	Child Resident (ages 1-6)-	per pass					
	Child Non-Resident (ages 1-6)	per pass					
	Youth Resident (1-17)	per pass	\$38.00	\$20.00	52.6%	\$58.00	changing from 10 to 15 punch to make same as adult pass
	Youth Non-Resident (1-17)	per pass	\$47.00	\$26.00	55.3%	\$73.00	changing from 10 to 15 punch to make same as adult pass
	Family Season Passes-						
	Family Season Pass (6/1-9/30) Resident (max 5 family members per address)	Valid Season	\$407.00				Not used, not offered by other pools

Proposed Recreation Department Master Fee Schedule - DRAFT
Fiscal Year 2022-23 - Based on 4% Rounded-Up Increase Except Where Noted

Item	Description	Basis	Current Fee	FY23 Increase/ Decrease Amt	FY23 Increase/ Decrease %	FY23 Proposed New Fee	Comments
	Family Season Pass (6/1-9/30) Non-Res (max 5 family members per address)	Valid Season	\$459.00				Not used, not offered by other pools
	Additional Family Members (up to 3 additional)	Valid Season	\$31.00				Not used, not offered by other pools
	Additional Family Members (up to 3 additional) Non-Res	Valid Season	\$39.00				Not used, not offered by other pools
	Splash Park/Tot Splash Only Ten Swim Pass						
	Resident	per pass	\$28.00	\$3.00	10.7%	\$31.00	
	Non-Resident	per pass	\$35.00	\$4.00	11.4%	\$39.00	
3	Water Aerobics Deep/Shallow						
	Drop In	per use	\$12.00	\$0.00	0.0%	\$12.00	already highest drop-in in the area
	Ten-Workout 10-Punch Pass - Resident	per pass	\$82.00	\$5.00	6.1%	\$87.00	
	Ten-Workout 10-Punch Pass - Non-Resident	per pass	\$97.00	\$12.00	12.4%	\$109.00	
4	Swim Lessons						
	Private—Resident	per class	\$33.00	\$2.00	6.1%	\$35.00	
	Private—Non-Resident	per class	\$41.00	\$3.00	7.3%	\$44.00	
	Semi-Private - Resident	per class	\$56.00	\$3.00	5.4%	\$59.00	
	Semi-Private - Non-Resident	per class	\$70.00	\$4.00	5.7%	\$74.00	
	Youth Groups—Resident	per class	\$13.00	\$1.00	7.7%	\$14.00	
	Youth Groups—Non-Resident	per class	\$16.00	\$1.00	6.3%	\$17.00	
	Teen/Adult & Special Arrangement Group Lesson—Resident	per class	\$14.00	\$1.00	7.1%	\$15.00	
	Teen/Adult & Special Arrangement Group Lesson—Non-Resident	per class	\$17.00	\$1.00	5.9%	\$18.00	
	Teen/Adult Group Lessons - Resident	per class	\$14.00	\$5.00	35.7%	\$19.00	lessons are 55 minutes in length, need to charge more than the standard 25 minute lesson
	Teen/Adult Group Lessons - Non-Resident	per class	\$17.00	\$7.00	41.2%	\$24.00	
5	Swimming Clubs, Teams & Meets						
	Pre-Swim Team (50 minutes, 4 days/week)						
	Resident	per hour	\$5.00				See Gators prices below
	Non-Resident	per hour	\$6.00				See Gators prices below
	El Cerrito High School Swim Team (February through May)	per season	\$3,000.00	\$120.00	4.0%	\$3,120.00	
	El Cerrito High School Swim Team (February through May) non-operating hours	per hour per staff	\$31.00	\$1.00	3.2%	\$32.00	should be same price as Lifeguard fee

Proposed Recreation Department Master Fee Schedule - DRAFT
Fiscal Year 2022-23 - Based on 4% Rounded-Up Increase Except Where Noted

Item	Description	Basis	Current Fee	FY23 Increase/ Decrease Amt	FY23 Increase/ Decrease %	FY23 Proposed New Fee	Comments
	Gators Swim Club Team						
	One Swimmer - Resident	per hour	\$6.00	\$0.00	0.0%	\$6.00	prices have increased over the past year due to practice times, and will continue to increase
	One Swimmer - Non-Resident	per hour	\$7.00	\$0.00	0.0%	\$7.00	
	Each Additional Household Member Discount	monthly discount percent	10%	\$0.00	0.0%	10%	
6	Swim Center Rentals						
	Long-Term Pool Rentals	per lane/ per hour	\$16.00	\$1.00	6.3%	\$17.00	
	Lane Rental Fee	per lane/ per hour	\$21.00	\$0.00	0.0%	\$21.00	
	Emery G. Weed III Lap Pool-Resident, non-operating hours, practice time	per hour	\$153.00	\$7.00	4.6%	\$160.00	
	Emery G. Weed III Lap Pool-Non-Resident, non-operating hours, practice time	per hour	\$192.00	\$8.00	4.2%	\$200.00	
	Emery G. Weed III Lap Pool—Resident, non-operating hours, event rental	per hour	\$254.00	\$11.00	4.3%	\$265.00	
	Emery G. Weed III Lap Pool—Non-Resident/Commercial, non-operating hours, event rental	per hour	\$318.00	\$13.00	4.1%	\$331.00	
	Swim Center Rental Deposit (refundable)	per event	\$109.00	\$5.00	4.6%	\$114.00	
	Recreation Pool-Resident (1-50 people) (2-hour minimum)	per hour	\$178.00	\$8.00	4.5%	\$186.00	
	Recreation Pool-Non-Resident (1-50 people) (2-hour minimum)	per hour	\$223.00	\$10.00	4.5%	\$233.00	
	Recreation Pool-Resident (51-100 people) (2-hour minimum)	per hour	\$192.00	\$8.00	4.2%	\$200.00	
	Recreation Pool-Non-Resident (51-100 people) (2-hour minimum)	per hour	\$240.00	\$10.00	4.2%	\$250.00	
	Splash Park Rental-Resident (1-50 people) (2-hour minimum)	per hour	\$157.00	\$7.00	4.5%	\$164.00	
	Splash Park Rental-Non-Resident (1-50 people) (2-hour minimum)	per hour	\$195.00	\$10.00	5.1%	\$205.00	
	Splash Park Rental-Resident (51-100 people) (2-hour minimum)	per hour	\$168.00	\$7.00	4.2%	\$175.00	
	Splash Park Rental-Non-Resident (51-100 people) (2-hour minimum)	per hour	\$210.00	\$9.00	4.3%	\$219.00	
	Transfer Fee	per booking	\$51.00	\$3.00	5.9%	\$54.00	
	Picnic Area Rental During Recreation Swim (Splash Park Area & Swim Camp Lawn Area) Resident (11-20 people) - listed fee plus lifeguard rate below	per event	\$82.00	\$4.00	4.9%	\$86.00	\$86+\$32/hour
	Picnic Area Rental During Recreation Swim (Splash Park Area & Swim Camp Lawn Area) Non-Resident (11-20 people) - listed fee plus lifeguard rate below	per event	125% of Res Fee	\$0.00	0.0%	125% of Resident	
	Picnic Area rental during Recreation Swim (Swim Camp Lawn Area) Resident (11-15 people) - listed fee plus lifeguard rate below	per event	\$62.00	\$3.00	4.8%	\$65.00	\$65+\$32/hour
	Picnic Area rental during Recreation Swim (Swim Camp Lawn Area) Non-Resident (11-15 people) - listed fee plus lifeguard rate below	per event	125% of Res Fee	\$0.00	0.0%	125% of Resident	
	Lifeguard Fee	per hour	\$30.00	\$2.00	6.7%	\$32.00	

Proposed Recreation Department Master Fee Schedule - DRAFT
Fiscal Year 2022-23 - Based on 4% Rounded-Up Increase Except Where Noted

Item	Description	Basis	Current Fee	FY23 Increase/ Decrease Amt	FY23 Increase/ Decrease %	FY23 Proposed New Fee	Comments
7	Miscellaneous Swim Center Fees						
	Auto-Debit Pass Discount	per month	5%	3%	60.0%	8%	increasing discount to encourage more auto-debit usage
	Single Lane Program/Holiday Reservation Surcharge - Resident	per swim	\$2.00	\$1.00	50.0%	\$3.00	
	Single Lane Program/Holiday Reservation Surcharge - Non-Resident	per swim	\$4.00	\$1.00	25.0%	\$5.00	
	Monthly Passes Pro-Rated for Remaining Days Based on Beginning Effective Date- Only (proration will not be applied to the Admin Fee)	per pass					No longer needed, back to 30-day pass
	Youth Programs						
1	Day Camps *Effective 9/1/2021 September 1						
	City Run Camp Resident (Price based on number of days up to 5 days, hours, special events, field trips, supplies needed)	See brochure for actual costs	\$20-\$500	\$50.00	10.0%	20-\$550	
	City Run Camp Non-Resident	125% of resident fee					
	Day Camp Deposit	per camp/week	\$35.00	\$5.00	14.3%	\$40.00	
	Day Camp Cancellation Fee	per camp/week	\$35.00	\$5.00	14.3%	\$40.00	Cancellation fee equal to camp deposit. Increased deposit/cancellation to discourage last minute cancellations and retain more revenue in cases of cancellation.
2	Overnight Camp *Effective 9/1/2021 September 1						
	Camper - Resident (price depends on staffing and rental costs, duration of session and other fixed costs)	per session	\$425-\$825	\$19-\$33	4%-4.8%	\$444-\$858	
	Camper Non-Resident	120% of resident fee					
	CIT/TILT Programs - Residents	per session	\$200- \$425	\$8 -\$17	4.0%	\$208-\$442	
	CIT/TILT Programs - Non-Residents	120% of resident fee					
	Deposit	per week	\$159.00	\$7.00	4.4%	\$166.00	
3	Before/After School Childcare						
	5 day schedule, AM Care (~ 1.5 hours/day)	per month (10 Total)	\$289.00	\$26.00	9.0%	\$315.00	aligning with comparable programs, accounting for hard costs associated with program even though it is only 1.5 hours per day
	4 day schedule, AM Care (~1.5vhours/day)	per month (10 Total)	\$254.00	\$23.00	9.1%	\$277.00	aligning with comparable programs, accounting for hard costs associated with program even though it is only 1.5 hours per day

Proposed Recreation Department Master Fee Schedule - DRAFT
Fiscal Year 2022-23 - Based on 4% Rounded-Up Increase Except Where Noted

Item	Description	Basis	Current Fee	FY23 Increase/ Decrease Amt	FY23 Increase/ Decrease %	FY23 Proposed New Fee	Comments
	3 day schedule, AM Care (~1.5 hours/day)	per month (10 Total)	\$208.00	\$19.00	9.1%	\$227.00	aligning with comparable programs, accounting for hard costs associated with program even though it is only 1.5 hours per day
	2 day schedule, AM Care (~1.5 hours/day)	per month (10 Total)	\$150.00	\$14.00	9.3%	\$164.00	aligning with comparable programs, accounting for hard costs associated with program even though it is only 1.5 hours per day
	1 day schedule, AM Care (~1.5 hours/day)	per month (10 Total)	\$75.00	\$7.00	9.3%	\$82.00	aligning with comparable programs, accounting for hard costs associated with program even though it is only 1.5 hours per day
	5 day schedule, TK/Kinder Childcare (~ 4.25 hours/day)	per month (10 Total)	\$725.00	\$32.00	4.4%	\$757.00	
	4 day schedule, TK/Kinder Childcare (~4.25 hours/day)	per month (10 Total)	\$638.00	\$28.00	4.4%	\$666.00	
	3 day schedule, TK/Kinder Childcare (~4.25 hours/day)	per month (10 Total)	\$522.00	\$23.00	4.4%	\$545.00	
	2 day schedule, TK/Kinder Childcare (~4.25 hours/day)	per month (10 Total)	\$377.00	\$17.00	4.5%	\$394.00	
	1 day schedule, TK/ Kinder Childcare (~4.25 hours/day)	per month (10 Total)	\$189.00	\$8.00	4.2%	\$197.00	
	5 day schedule, Kindergarten Childcare (~ 4 hours/day)	per month (10 Total)	\$683.00	\$30.00	4.4%	\$713.00	
	4 day schedule, Kindergarten Childcare (~4 hours/day)	per month (10 Total)	\$601.00	\$26.00	4.3%	\$627.00	
	3 day schedule, Kindergarten Childcare (~4 hours/day)	per month (10 Total)	\$491.00	\$22.00	4.5%	\$513.00	
	2 day schedule, Kindergarten Childcare (~4 hours/day)	per month (10 Total)	\$355.00	\$16.00	4.5%	\$371.00	
	1 day schedule, Kindergarten Childcare (~4 hours/day)	per month (10 Total)	\$177.00	\$20.00	11.3%	\$197.00	
	5 day schedule, 1 st - 6 th PM Care (~3.33 hours/day)	per month (10 Total)	\$591.00	\$30.00	5.1%	\$621.00	
	4 day schedule, 1 st - 6 th Care (3.33 hours/day)	per month (10 Total)	\$520.00	\$27.00	5.2%	\$547.00	
	3 day schedule, 1 st - 6 th PM Care (~3.33 hours/day)	per month (10 Total)	\$426.00	\$21.00	4.9%	\$447.00	
	2 day schedule, 1 st - 6 th PM Care (~3.33 hours/day)	per month (10 Total)	\$308.00	\$15.00	4.9%	\$323.00	
	1 day schedule, 1 st - 6 th PM Care (~3.33 hours/day)	per month (10 Total)	\$154.00	\$7.00	4.5%	\$161.00	
	4 day schedule, TK & Kinder Club (~1 hour/day)	per month (10 Total)	\$158.00				changing fee structure to daily rate below

Proposed Recreation Department Master Fee Schedule - DRAFT
Fiscal Year 2022-23 - Based on 4% Rounded-Up Increase Except Where Noted

Item	Description	Basis	Current Fee	FY23 Increase/ Decrease Amt	FY23 Increase/ Decrease %	FY23 Proposed New Fee	Comments
	3 day schedule, TK & Kinder Club (~1 hour/day)	per month (10 Total)	\$129.00				changing fee structure to daily rate below
	2 day schedule, TK & Kinder Care (~1 hour/day)	per month (10 Total)	\$93.00				changing fee structure to daily rate below
	1 day schedule, TK & Kinder Club (~1 hour/day)	per month (10 Total) per day	\$47.00	-\$33.00	-70.2%	\$14.00	per day rather than per month
4	Preschool *Effective 9/1/2021 September 1						
	4 day schedule, 3 hour program	per month	\$537.00	\$27.00	5.0%	\$564.00	
	3 day schedule, 3 hour program	per month	\$403.00	\$20.00	5.0%	\$423.00	
	3 day schedule, 4 hour program	per month	\$537.00	\$27.00	5.0%	\$564.00	
	2 day schedule, 3 hour program	per month	\$268.00	\$13.00	4.9%	\$281.00	
	2 day schedule, 4 hour program	per month	\$358.00	\$18.00	5.0%	\$376.00	
	1 day schedule, 3 hour program	per month	\$134.00	\$7.00	5.2%	\$141.00	
	1 day schedule, 4 hour program	per month	\$179.00	\$9.00	5.0%	\$188.00	
4	Other Fees						
	Before/After School & Preschool Programs - Non-Refundable Registration Fee	per registration	\$78.00	\$4.00	5.1%	\$82.00	
	Before/After School & Preschool Programs - Drop-In fee, under 3 hours program	per day/per program	\$22.00	\$2.00	9.1%	\$24.00	
	Before/After School & Preschool Programs - Drop-In fee, over 3 hours program	per day/per program	\$43.00	\$3.00	7.0%	\$46.00	
	Before/After School Program - Receives Reduced Lunch	discount	30%	\$0.00	0.0%	30.00%	
	Before/After School Program - Receives Free Lunch	discount	50%	\$0.00	0.0%	50.00%	
	Preschools - Non-Resident Rate	surcharge	20%	\$0.00	0.0%	20.00%	
	Preschools - Qualifies for City Scholarship - Residents	discount	25%	\$0.00	0.0%	25.00%	
	Preschools - Qualifies for City Scholarship - Non Resident	discount	Regular Resident Rate	\$0.00	0.0%	Regular Resident Rate	
	Fees can be adjusted proportionally due to substantial changes in program hours at the discretion of the Recreation Director	program hours					
	Fees can be adjusted proportionate to any mandated staff to child ratio changes at the discretion of the Recreation Director	staffing/ enhanced requirements					

Proposed Recreation Department Master Fee Schedule - DRAFT
Fiscal Year 2022-23 - Based on 4% Rounded-Up Increase Except Where Noted

Item	Description	Basis	Current Fee	FY23 Increase/ Decrease Amt	FY23 Increase/ Decrease %	FY23 Proposed New Fee	Comments
	Preschools - Over 8 hours (full day)	monthly discount	10%	\$0.00	0.0%	10.00%	
	Before/After School & Preschool Fees Include 3% Admin Surcharge listed in "Other Fees & Discounts" Section						
Adult Programs and Services							
	Respite Group—Resident	per month day	\$112.00	-\$82.00	-73.2%	\$30.00	change to per day
	Respite Group—Non-Resident	per month day	\$139.00	-\$101.00	-72.7%	\$38.00	change to per day
	Easy Ride Paratransit, each way	per trip	\$3.00	\$0.00	0.0%	\$3.00	funded by CC Tax Measure J
	City Run Day Trips Resident (Prices based on mileage, length of trip, admission rates, volunteer trip leader expenses and supplies needed, staff planning time)	see brochure for actual costs	\$15-\$200	\$0-\$50	0-25%	\$15-\$250	
	City Run Day Trips - Non-Resident	% of resident fee	% of resident rate	\$0.00	0.0%	125% of resident rate	
Other Fees & Discounts							
1	Miscellaneous						
	Transfers, Cancellations (non-camp), and Late Payments (25% of fee, up to maximum and rounded to nearest dollar)	maximum charge per session	\$22.00	\$1.00	4.5%	\$23.00	
	Late Pick-Up Fee (\$20 minimum + \$1.00 per minute)	minimum late pick-up fee	\$20.00	\$0.00	0.0%	\$20.00	
	Misc. Product Fee (depending on level of effort)	each + surcharge	Cost + 5%-20%			Cost + 5%-20%	
	Staff Total Cost (i.e. custodian, part time recreation leader, etc.)	per hour	Full Hourly Cost			Full Hourly Cost	
	Signage/Banner on Recreational Facilities (per policy)	per banner or sign/month	\$0 - \$50	\$0-\$25	0-50%	\$0 - \$75	
	Long Term Rental Discount - as determined by Recreation Director						
	Administrative Surcharge Fee for City Run Programs	per transaction	3%	0.0%	0.0%	3.0%	
	Special Promotion/Marketing Fundraising Opportunities - as determined by Recreation Director						
	New Classes, Events, Field Trips, Leagues, Programs, Products, Uniforms, etc. as approved by Recreation Director						
	City Run Program (Price based on number of days and hours, cost of supplies, staff, and staff planning time)	per day/per program	\$5-\$200	\$0-\$8.00	0-4%	\$5-\$208	
2	Third Party Programs						

Proposed Recreation Department Master Fee Schedule - DRAFT
Fiscal Year 2022-23 - Based on 4% Rounded-Up Increase Except Where Noted

Item	Description	Basis	Current Fee	FY23 Increase/ Decrease Amt	FY23 Increase/ Decrease %	FY23 Proposed New Fee	Comments
	The fees for all third party provided activities may vary based on contract negotiations & market rates at discretion of the Recreation Director						
	No Non-Resident Surcharges for El Cerrito School Based Enrichment Programs						
	Surcharge on Fee-Based Programs by Independent Contractor (4% of fee, up to maximum and rounded to nearest dollar)	maximum-charge per-session-percent of fee	\$13.00			3.5%	lowering percentage but removing price cap
	Optional Disabled and Senior Discount (independent contractors may choose to use discount and split discount with City) - for ages 60+, disabled patrons. Does not apply to fees in "Adult Programs and Services" section.	percent of fee	15%			15%	
3	Recreation Brochure Advertisements						
	Copy Ready, 1/8 page	each	\$200.00	\$0.00	0.0%	\$200.00	Price is notably higher than nearby cities
	Copy Ready, Quarter page	each	\$450.00	\$0.00	0.0%	\$450.00	Price is notably higher than nearby cities
	Copy Ready, Half page	each	\$750.00	\$0.00	0.0%	\$750.00	Price is notably higher than nearby cities
	Copy Ready, Full page	each	\$1,250.00	\$0.00	0.0%	\$1,250.00	Price is notably higher than nearby cities
	Full Year of Advertising (3 rECguide Issues)	Discount	15%	\$0.00	0.0%	15%	
	Graphic Preparation-Graphic Designer	Actual	Actual Cost			Actual Cost	

REORGANIZATION SCRIPT
EL CERRITO PARK AND RECREATION COMMISSION

CHAIR CHUAQUI: Call for reorganization of the Park and Recreation Commission.
Optional Remarks: highlight year in office

ANY COMMISSIONER: *Optional Remarks:* comments can be made at this time

COMMISSION LIAISON: I declare offices of Chair and Vice-Chair vacant.

COMMISSION LIAISON: Call for nominations for the office of Chair.

ANY COMMISSIONER: I nominate Commissioner _____ for the office of Chair.
(No second required)

COMMISSION LIAISON: Call for further nominations (repeat above if further nominations).

ANY COMMISSIONER: If no further nominations, I move that nominations be closed.

ANY OTHER COMMISSIONER: Second.

COMMISSION LIAISON: All in favor of closing nominations indicate by saying “AYE” (pause),
opposed “NO”. (If AYE’S carry) Motion carries.

COMMISSION LIAISON: All in favor of electing Commissioner _____ as chair indicate by saying
“AYE” (pause), opposed “NO”.

(If AYE’S carry) Commissioner _____ has been selected as Chair of
the El Cerrito Park and Recreation Commission.

NEW CHAIR: Call for nominations for the office of Vice-Chair.

ANY COMMISSIONER: I nominate Commissioner _____ for the office of Vice-Chair.
(No second required)

NEW CHAIR: Call for further nominations (repeat above if further nominations).

ANY COMMISSIONER: If no further nominations, I move that nominations be closed.

ANY OTHER COMMISSIONER: Second.

NEW CHAIR: All in favor of closing nominations indicate by saying “AYE” (pause),
opposed “NO”. (If AYE’S carry) Motion carries.

NEW CHAIR: All in favor of electing Commissioner _____ as Vice-Chair indicate by
saying “AYE” (pause), opposed “NO”.

(If AYE’S carry) Commissioner _____ has been selected Vice-Chair
of the El Cerrito Park and Recreation Commission.

NEW CHAIR: *Optional Remarks:* comments about upcoming year, goals, etc.