



Recreation Commission Agenda and Report

General Order of Business

1. Preliminary
 - A. Call to Order
 - B. Salute to the Flag
 - C. Roll Call
2. Welcome & Introductions
3. Consent Calendar
4. Approval of Minutes
5. Public Communications
6. Action Items
7. Staff Presentations/Ceremonial Items
8. Commission Referrals
9. Commission and Staff Communications
10. Adjournment

Order of Discussion

Generally, the order of discussion after introduction of an item by the Chair will include comments and information by staff followed by Recreation Commission questions or inquiries. The applicant, or their authorized representative, or interested citizens may then speak on the item. At the close of public discussion, the item will be considered by the Recreation Commission and action taken.

Consent Calendar

Items on the Consent Calendar (printed on separate sheet) are considered to be routine by the Recreation Commission and will be enacted by one motion. There will be no separate discussion of these items unless a Commissioner or citizen so requests, in which event the item will be removed from the Consent Calendar and considered in its normal sequence on the agenda.

Addressing the Recreation Commission

Any person may speak on any item under discussion by the Recreation Commission after receiving recognition by the Chair. Speaker cards will be available at the speaker's podium prior to and during the meeting. To address the Commission, a card must be submitted to the Clerk indicating name, address and the number of the item upon which a person wishes to speak. Speakers are required to line up to conserve time between speakers. When addressing the Recreation Commission, please walk to the rostrum located directly in front of the Commission. State your name and address. In order to ensure all persons have the opportunity to speak, a time limit may be set by the Chair for each speaker. In the interest of time, please limit your comments to new material; do not repeat what a prior speaker has said.

Public Communications

Any person desiring to speak on a matter which is not scheduled on this agenda may do so under the Public Communications section. Please be aware provisions of California Government Code Section 54954.2(b) prohibit the Recreation Commission from taking any immediate action on an item which does not appear on the agenda, unless it meets stringent requirements. The Chair may limit the length of your presentation.



Assistance

Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans with Disabilities Act of 1990. Interested persons must request the accommodation at least 2 working days in advance of the meeting by contacting the Community Services Department at (510) 494-4347.

Information

For Information on current agenda items please contact the Community Services Department at (510) 494-4347.

Copies of the Agenda and Report are available at the Community Services Department administrative office at 3300 Capitol Avenue, Building B and are available at each Commission meeting. In addition, complete agenda packets will be available for review at the Commission meeting or at the Community Services Department office three days prior to Commission meetings.

Information about the City or items scheduled on the Agenda and Report may be referred to:

**Tracey Leung, Executive Assistant
Community Services Department
3300 Capitol Avenue, Building B
Fremont, California 94538
Telephone: (510) 494-4347**

Your interest in the conduct of your City's business is appreciated.

Recreation Commission

Jannet Benz
Robby Gill
Brian Hughes
Mia Mora
Larry Thompson
Pavan Vedere
Elissa Winters

Department Staff

Suzanne Wolf, Community Services Director
Kim Beranek, Community Services Deputy Director
Juan Barajas, Park Superintendent
Kathy Cote, Environmental Services Manager
Esther deLory, Management Analyst II
Jimmy Dilks, Waterpark Revenue & Sales Manager
Andrew Freeman, Business Manager
Matt Herzstein, Waterpark Operations Manager
Irene Jordahl, Recreation Superintendent I
Mark Mennucci, Senior Landscape Architect
Ernie Moreira, Urban Landscape Manager
Ken Pianin, Solid Waste Administrator
Roger Ravenstad, Parks Planning & Design Manager
Michael Sa, Recreation Superintendent I
Lance Scheetz, Recreation Superintendent I

**AGENDA
FREMONT RECREATION COMMISSION
SPECIAL MEETING
CITY COUNCIL CHAMBERS
3300 CAPITOL AVENUE, BUILDING "A"
FREMONT, CALIFORNIA 94538
FEBRUARY 20, 2019
7:00 P.M.**

- 1. PRELIMINARY**
 - A. Call to Order**
 - B. Salute to the Flag**
 - C. Roll Call**

- 2. WELCOME & INTRODUCTIONS**

- 3. CONSENT CALENDAR**

- 4. APPROVAL OF MINUTES**
 - December 5, 2018

- 5. PUBLIC COMMUNICATIONS**

- 6. ACTION ITEMS**
 - 6.1 AMENDMENT TO RECREATION SERVICES DIVISION SERVICE FEES**
Amendment to the City of Fremont Master Fee Schedule Resolution to Update Certain Recreation Services Division Facility Use and Service Fees

 - 6.2 ELECTION OF CHAIR AND VICE CHAIR**
Election of Chair and Vice Chair of the Recreation Commission for calendar year 2019

 - RECESS TO CHANGE SEATING CONFIGURATIONS.*

 - 6.3 RECREATION COMMISSION MEETING CALENDAR**
Recreation Commission Meeting Calendar from January 2020 through December 2020

 - 6.4 EBRPD/CITY OF FREMONT LIAISON COMMITTEE MEMBER REPLACEMENT**
Appoint a Commissioner to the East Bay Regional Park District / City of Fremont Liaison Committee Member (Alternate)

6.5 GEORGE W. PATTERSON HOUSE ADVISORY BOARD MEMBER REPLACEMENT

Appoint a Commissioner to the George W. Patterson House Advisory Board

7. STAFF PRESENTATIONS/CEREMONIAL ITEMS

7.1 UPDATE ON THE DUSTERBERRY NEIGHBORHOOD PARK PROJECT

Staff will provide a brief overview of the project to date, and a schedule for the next steps.

8. COMMISSION REFERRALS

9. COMMISSION AND STAFF COMMUNICATIONS

10. ADJOURNMENT

**FREMONT RECREATION COMMISSION
CITY COUNCIL CHAMBERS
3300 CAPITOL AVENUE, BUILDING “A”, FREMONT, CA 94538
SPECIAL MEETING | FEBRUARY 20, 2019 | 7:00 P.M.**

STAFF REPORT

**6.1 AMENDMENT TO RECREATION SERVICES DIVISION SERVICE FEES
Amendment to the City of Fremont Master Fee Schedule Resolution to Update
Certain Recreation Services Division Facility Use and Service Fees**

Contact Persons:

Name:	Kim Beranek	Suzanne Wolf
Title:	Deputy Director	Director
Dept.:	Community Services	Community Services
Phone:	510-494-4330	510-494-4329
e-mail:	kberanek@fremont.gov	swolf@fremont.gov

EXECUTIVE SUMMARY: This item is before the Recreation Commission to consider a recommendation to the City Council to amend the City of Fremont Master Fee Resolution to establish rental fees for the newly constructed Central Park Large Group Picnic Area and to recommend that the Director of Community Services be allowed to approve fee changes for Recreation Facility Fees and Activities in the Master Fee Resolution.

BACKGROUND: On May 17, 2016, City Council adopted Resolution 2016-26 updating Master Fee Resolution 8672 which established user fees for the Recreation Services Division services and activities. Staff is recommending amendments to the Master Fee Resolution in the following areas: establish rental fees for the newly constructed Central Park Large Group Picnic Area; allow the Community Services Director to approve service fee increases to facility and user fees annually based on the published Consumer Price Index for All Urban Consumers (CPI-U), San Francisco Bay Area index.

DISCUSSION: Pursuant to Government Code 50402, the City is authorized to establish fees for use of park facilities and services provided that the fees do not exceed the cost of providing such services. The Recreation Services Division strives for cost recovery in its programs balanced with offering reasonable rates that are in line with other local institutions.

In December 1999, following the first complete review of existing use fees for Recreation Services Division facility use and services in 13 years, staff recognized the need to review fees more frequently and recommend incremental fee adjustments in order to maintain market and financial viability. The Recreation Services Division staff has since reviewed fees periodically and staff has recommended updating fees where market and other economic conditions support such actions, as well as recommending new fee categories as new facilities come on line.

A. New Central Park Large Group Picnic Area

Facility space, especially for large groups, continues to be in high demand in the Bay Area. Since the opening of Aqua Adventure Waterpark in 2009, Recreation staff identified an increasing

number of requests for a picnic area that can be rented by large groups and allow access to the waterpark and Central Park. The Central Park Large Group Picnic Area project was approved in the FY2017/18 – 2021/22 Capital Improvement Program (CIP) and construction began in the summer of 2018. This picnic area is a rentable space which can be accessed from Central Park (from the north), through the parking lot (from the east), and through a controlled access gate from the waterpark (from the south). The controlled access gate between the waterpark and picnic area will remain closed unless a rental is paying for waterpark access, there is a special event, or the Waterpark management determines will improve the customer experience.

The project also includes a kitchen building that contains an office, storage and restrooms. This larger picnic area and the kitchen building will help meet the growing demand for a large a group rental space and the food service/catering need in Central Park and the Aqua Adventure Waterpark.

The Central Park Large Group Picnic Area includes 50 shaded picnic tables, five (5) large barbeque grills, and two (2) lawn areas that can accommodate group games and activities. The area also includes a flat concrete stage area that can accommodate a small entertainment group or speaker podium and two (2) sand volleyball courts. A covered buffet serving table is available for use as part of the rental packages.

Based on the Capital Improvement Project timeline, it is estimated that the Large Picnic area will open this summer. Staff is proposing that the Central Park Large Group Picnic Area have the flexibility to be rented in the following ways:

- 1) Full Area Rental: Accommodating up to 500 guests the full area will include the 50 picnic tables with stage area, barbecue grills, both grassy areas, volleyball courts (11:00 a.m. – 4:00 p.m.), and buffet shade. Annually, reservations for the full site will be open 12 months in advance. In 2019, once the City Council approves the picnic area fees the City will begin to accept reservations for Full Area Rentals.
- 2) Half Area Rental: Accommodating 200 to 300 guests each the half area rentals will be divided into two (2) sections: Area 1 includes 30 picnic tables and Area 2 includes 20 picnic tables. Use of the stage area, barbecue grills, grassy areas, volleyball courts (11:00 a.m. – 4:00 p.m.), and buffet shade will be scheduled and managed by staff with the first group who finalizes their rental having priority. Reservations for half sites will open up 9 months in advance. In 2019, subsequent to the City Council approval of the picnic area fees, the City will begin to accept Half Area Rentals.
- 3) Section Area Rental: Accommodating up to 100 guests each, the 5 separate sections and includes 10 picnic tables and use of a barbecue. Use of other amenities is not included. Reservations for sections will be open 2 months in advance. In the first year, staff will remain flexible with the schedule based on construction completion.

Based on the size, tables, amenities, and multiple group booking capabilities, staff recommends the Central Park Large Group Picnic Area per table fee be aligned with Group Picnic Area A and C located in Central Park near Lake Elizabeth.

When the Central Park Large Group Picnic Area or sand volleyball court is not rented it will be available for public drop-in use during Central Park operating hours.

Approved Central Park Group Picnic Area A and Area C - Peak Rates

	<i>Area A</i> <i>25 Tables</i>	<i>Area C</i> <i>28 Tables</i>	<i>Area C1 or C2</i> <i>14 Tables</i>	<i>Average</i> <i>Per Table Rate</i>
Non-Profit*	\$340	\$380	\$200	\$13.73
Resident	\$660	\$740	\$400	\$26.87
Non-resident	\$930	\$1,040	\$550	\$37.61

Proposed Central Park Group Picnic Area - Peak Rates

	<i>Whole</i> <i>50 Tables</i>	<i>Area 1</i> <i>30 Tables</i>	<i>Area 2</i> <i>20 Tables</i>	<i>1/5 Area</i> <i>10 Tables</i>	<i>Average</i> <i>Per Table Rate</i>
Non-profit*	\$680	\$410	\$270	\$140	\$13.64
Resident	\$1,320	\$790	\$530	\$260	\$26.36
Non-resident	\$1,860	\$1,120	\$740	\$370	\$37.18

Approved Central Park Group Picnic Area A and Area C – Non-Peak Rates

	<i>Area A</i> <i>25 Tables</i>	<i>Area C</i> <i>28 Tables</i>	<i>Area C1 or C2</i> <i>14 Tables</i>	<i>Average</i> <i>Per Table Rate</i>
Non-profit*	\$90	\$100	\$50	\$3.58
Resident	\$230	\$260	\$130	\$9.25
Non-resident	\$340	\$380	\$190	\$13.58

Proposed Central Park Group Picnic Area - Non-Peak Rates

	<i>Whole</i> <i>50 Tables</i>	<i>Area 1</i> <i>30 Tables</i>	<i>Area 2</i> <i>20 Tables</i>	<i>1/5 Area</i> <i>10 Tables</i>	<i>Average</i> <i>Per Table Rate</i>
Non-profit*	\$200	\$120	\$80	\$40	\$4.00
Resident	\$460	\$280	\$180	\$90	\$9.18
Non-resident	\$680	\$410	\$270	\$140	\$13.64

Items to Notes:

*Per approved Fee Schedule rate not available on Saturdays during peak season (April–Oct & Holidays)

Peak Season: April – October

Non-Peak Season: November - March

Catering Package Discounts: To encourage use of the City operated catering services (Central Park Catering and Events), staff is proposing up to a 20% discount off the approved Group Picnic Area fees for any picnic area rental if they book a package to also provide City catering services.

B. Sand Volleyball Court Rentals: When the Central Park Large Group Picnic Area is reserved, the sand volleyball courts may also be rented by other groups prior to 11:00 a.m. and after 4:00 p.m. (rates are listed in the current Master Fee Resolution), or anytime the area is not

rented during Central Park operating hours. If the sand volleyball courts are not rented (per above) they will be available for public drop-in play.

C. Community Services Department Director Authority to Adjust Fees: Service costs have continued to increase. Over the last two fiscal years the San Francisco Bay Consumer Price Index (CPI) has risen by 3.8% and 3.2% annually. Locally, Alameda County Water District (ACWD) service charges increased by 20% on March 1, 2017 and 5% on March 1, 2018 and Pacific Gas and Electric (PG&E) has increased its pricing consistently year over year. In this same time frame the State Minimum Wage has increased from \$10.00 per hour and will rise in Fremont to \$15.00 per hour on July 1, 2020 with annual increases based on the local Consumer Price Index (CPI). These increases have and will continue to impact City operational costs to afford recreational services.

To support a more flexible and responsive Master Fee schedule staff is requesting that the Department Director be authorized to make fee changes to represent these Annual Consumer Price Index expenses. This allows fees to increase responsively as opposed to large swings that may place extreme pressure on the recreational enterprise operating model and its viability. The Community Services Director's authority to raise fees annually would be tied to the most recently published Consumer Price Index for All Urban Consumers (CPI-U), San Francisco Bay Area index. City Council authorization will be required for any fee adjustments greater than the CPI-U index or for any new or upgraded facilities.

Research Process and Market Analysis: Staff research and methodology has been directed at meeting three critical interests while ensuring fees do not exceed the reasonable cost to provide the services. The first interest is to ensure that fees are consistent with the external local market for similar services and consistent with internal pricing for like facilities. A second interest is to ensure that customer demand for service is met while minimizing the impact on City resources. The third interest is ensuring that pricing is consistent with the City's enterprise approach to doing business. These three interests were addressed as follows in the most recent fee review:

1) Market Consistency: In achieving internal and external market consistency, staff ensures that updated and new fees maintain a comparable position in the external market for similar facilities and services and are internally consistent with fees for similar City facilities/services. In order to determine external market consistency, picnic area rental fees and information was gathered from various private, municipal, and other public agencies.

2) Impact on City Resources: The proposed fees for the picnic area have no impacts on existing City resources with the exception of some additional contact or staffing costs associated with the new picnic area. The proposal to add an annual CPI increases at the discretion of the Community Services Director will help to ease the ongoing impact to City resources by generating additional revenue to offset increasing costs.

3) Business Model/Cost Recovery: A third interest was ensuring that recommended fees were consistent with the City's enterprise-based approach to doing business by recovering, but not exceeding, the actual costs for providing service. Recommended fees for the picnic area are aimed at meeting this interest by adjusting them to remain within the current market rate while taking into account cost recovery, affordability, and room to grow incrementally in subsequent years.

Summary: Staff recommends amending the City of Fremont Master Fee Resolution to establish rental fees for the newly constructed Central Park Large Group Picnic Area and to allow the Director of Community Services to approve annual cost of service changes for Recreation Facility Fees and Activities listed in the Master Fee Resolution. Recommended picnic area fees would be effective immediately after Council adoption.

ENCLOSURES:

- Exhibit A – Large Group Picnic Area Fee Survey
- Exhibit B – Proposed Master Fee Schedule (2019)
- Exhibit C – Central Park Large Group Picnic Area Rendering
- Exhibit D – Central Park Central Park Catering and Events Menu

RECOMMENDATIONS:

1. Recommend to the City Council to amend the Master Fee Resolution to reflect the changes in the Proposed Master Fee Schedule.
2. Recommend to the City Council to authorize the Director of Community Services or Designee to offer up to a 20% discount off the approved Central Park Group Picnic Area fees for any picnic area rental if they book a package to also provide City catering services.
3. Recommend to the City Council to authorize the Director of Community Services to approve annual cost of service changes in order to tie to the most recently published Consumer Price Index for All Urban Consumers (CPI-U), San Francisco Bay Area index for the Master Fee Schedule.

**6.2 ELECTION OF CHAIR AND VICE CHAIR
Election of Chair and Vice Chair of the Recreation Commission for calendar year
2019**

Contact Person:

Name: Suzanne Wolf

Title: Director

Dept.: Community Services

Phone: 510-494-4329

e-mail: swolf@fremont.gov

BACKGROUND: The Fremont Municipal Code, Section 2.20.030, Regulations for Subject Bodies, Section (o), states: “Each subject body shall, at its first regular meeting held for the transaction of business during a calendar year, elect a chairman and a vice-chairman for such calendar year.”

ENCLOSURES: Recreation Commission Roster

RECOMMENDATION: Hold Recreation Commission election of officers for calendar year 2019.

6.3 RECREATION COMMISSION MEETING CALENDAR
Recreation Commission Meeting Calendar from January 2020 through December 2020

Contact Person:

Name: Suzanne Wolf

Title: Director

Dept.: Community Services

Phone: 510-494-4329

e-mail: swolf@fremont.gov

BACKGROUND: At its January 17, 2018 meeting, the Recreation Commission approved a proposed calendar for its use of Council Chambers through December 2019.

DISCUSSION: Staff recommends the Recreation Commission approve its meeting calendar from January 2020, through December 2020. A proposed calendar for the use of Council Chambers is included in Commission agenda packets. After the Commission has approved its meeting calendar, staff will reserve Council Chambers for the Recreation Commission Meetings.

ENCLOSURES:

1. Approved calendar for the Recreation Commission's Use of City Council Chambers from January 2019 through December 2019.
2. Proposed Calendar for the Recreation Commission's Use of City Council Chambers from January 2020 through December 2020.

RECOMMENDATION: Approve Proposed Calendar for the Recreation Commission's Use of City Council Chambers from January 2020 through December 2020.

6.4 EBRPD/CITY OF FREMONT LIAISON COMMITTEE MEMBER
Select an alternate commissioner to the East Bay Regional Park District / City of Fremont Liaison Committee

Contact Person:

Name: Suzanne Wolf

Title: Director

Dept.: Community Services

Phone: 510-494-4329

e-mail: swolf@fremont.gov

EXECUTIVE SUMMARY: The purpose of this item is to recommend the Recreation Commission select a commissioner as an alternate to the East Bay Regional Park District/City of Fremont Liaison Committee.

BACKGROUND: Recreation Commissioner Pavan Vedere is the primary member of the East

Bay Regional Park District/City of Fremont Liaison Committee. Staff is recommending the Commission select an alternate.

ENCLOSURES: None

RECOMMENDATION: Select a Recreation Commissioner as alternate to the East Bay Regional Park District/City of Fremont Liaison Committee; and recommend the Mayor appoint that individual to the Liaison Committee as alternate.

6.5 GEORGE W. PATTERSON HOUSE ADVISORY BOARD MEMBER
Select a Commissioner to the George W. Patterson House Advisory Board

Contact Person:

Name: Suzanne Wolf

Title: Director

Dept.: Community Services

Phone: 510-494-4329

e-mail: swolf@fremont.gov

EXECUTIVE SUMMARY: The purpose of this item is to recommend the Recreation Commission select a Commissioner to the George W. Patterson House Advisory Board.

ENCLOSURES: None

RECOMMENDATION: Select a Recreation Commissioner to the George W. Patterson House Advisory Board and recommend the Mayor appoint that individual to the Board.