ATTACHMENT Q

RESOLUTION NO: 21-XXX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CUPERTINO
AMENDING PREVIOUS FEE SCHEDULES

WHEREAS, the State of California requires fees charged for service rendered not to exceed the cost of delivering said services; and

WHEREAS, a public hearing has been held to review user fees; and

WHEREAS, the City Council of the City of Cupertino has established guidelines for setting user fees;

NOW, THEREFORE, BE IT RESOLVED that:

1. User Fee Resolution Number 20-038 is hereby amended
2. User fees are amended per attached Schedule E to this Resolution, effective May 5, 2021.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Cupertino this 4th day of May, 2021 by the following vote:

Vote Members of the City Council

AYES:
NOES:
ABSENT:
ABSTAIN:

SIGNED: _____ Darcy Paul, Mayor City of Cupertino	_____ Date
ATTEST: _____ Kirsten Squarcia, City Clerk	_____ Date

CITY OF CUPERTINO
Resolution 21-XXX
Fees Effective May 5, 2021
Schedule E - Recreation

Recreation classes and excursion fees shall be determined as follows:

Classes
1. Determine the maximum hourly rate paid to instructor.
2. Multiply the instructor's hourly rate by the number of class meetings.
3. Determine the minimum number of participants and divide into the instructor's cost.
4. Add indirect overhead percent - 32%.
5. Add 20% to establish non-resident fee.
6. Add cost for specialized equipment or supplies.

Special Conditions: For classes taught by contract instructors, the indirect overhead is only added to the City's percentage.

Excursions
1. Transportation cost divided by the number of participants plus overhead transfer.
2. Add 20% to establish non-resident fee.
3. Add any admission cost, supplies or leadership cost.

Additional factors that may be used to determine the class or excursion user fee:
The total number of participants in a given activity may generate additional revenue whereby the total program cost may be reduced.

Classes that traditionally have waiting lists may have the user fee increased.

Programs in competition with adjacent cities or the private sector may require fees to be increased or decreased to remain competitive.

Facility Use Fee Schedule (Staff Use Only)

CLASSIFICATIONS:

Group 1: Cupertino-serving non-profits with 1/3 resident membership/participation, a Cupertino business address, or demonstrated service to Cupertino; government organizations; sponsored clubs; functions held by non-profits that are free and open to the Cupertino public. These organizations must show an official structure and status.

Group 2: Non-resident non-profit recreation, education or community service organizations for functions not open to the public. These organizations must show official structure and status.

Group 3: Cupertino Residents - Private, special interest or business groups for functions not open to the public. These functions would include parties, banquets, receptions, industrial conferences, seminars, trade shows, etc. Must show proof of 95014 residency.

Group 4: Non-Residents - Private, special interest or business groups for functions not open to the public. These functions would include parties, banquets, receptions, industrial conferences, seminars, trade shows, etc.

CITY OF CUPERTINO
Resolution 21-XXX
Fees Effective May 5, 2021
Schedule E - Recreation
Quinlan Community Center

ROOM RENTAL SCHEDULE PER HOURS

Cupertino Room	Mon-Fri up to 5:00pm	Overtime Fees*	Fri 5:00pm-Sun	Overtime Fees*
Cupertino Non-Profit (Group 1)	$30	$45	$80	$120
Non-Profit (Group 2)	$48	$72	$128	$192
Resident (Group 3)	$168	$252	$280	$420
Non-Resident (Group 4)	$224	$336	$368	$552
Social Room				
Cupertino Non-Profit (Group 1)	$20	$30	$60	$90
Non-Profit (Group 2)	$32	$48	$96	$144
Resident (Group 3)	$72	$108	$120	$180
Non-Resident (Group 4)	$90	$135	$150	$225
Conference Room				
Cupertino Non-Profit (Group 1)	$10	$15	$25	$38
Non-Profit (Group 2)	$16	$24	$40	$60
Resident (Group 3)	$31	$47	$52	$78
Non-Resident (Group 4)	$39	$59	$65	$98

Security Staff
Security staff is required when alcohol is served at any City facility. $40.00 per hour. Minimum of 6 hours.

Overtime Fee*
Rentals exceeding, prior to or following the permitted reservation time, shall be charged the overtime fee for any time up to the first half-hour, and the overtime fee per hour for every hour thereafter. This charge will be deducted from the security deposit.

Security Deposit
A security deposit shall be required for all groups. Security deposit is due at time of reservation. The Department Director may also require or alter a deposit based on the nature of an event, deposits on account for other permits, etc. The security deposit will be refunded if no damage occurs, rooms are left in clean condition, and permits conclude on time.

Cupertino Room	$500
Social Room	$300

Insurance
General Liability Insurance may be required as determined by Department and stipulated in Department's Facility Use Insurance Requirement Policy.

CITY OF CUPERTINO
Resolution 21-XXX
Fees Effective May 5, 2021
Schedule E - Recreation
Community Hall

ROOM RENTAL SCHEDULE PER HOUR

	Mon-Fri Up to 5:00pm	Overtime Fees*	Fri 5:00pm to Sun	Overtime Fees*
Cupertino Non-Profit (Group 1)	$30	$45	$80	$120
Non-Profit (Group 2)	$48	$72	$128	$192
Resident (Group 3)	$120	$180	$200	$300
Non-Resident (Group 4)	$200	$300	$300	$450

Security Staff
Security staff is required when alcohol is served at any City facility. $40.00 per hour. Minimum of 6 hours.

Overtime Fee*

Rentals exceeding, prior to or following the permitted reservation time, shall be charged the overtime fee for any time up to the first half-hour, and the overtime fee per hour for every hour thereafter. This charge will be deducted from the security deposit.

Security Deposit
A security deposit shall be required for all groups. Security deposit is due at time of reservation. The Department Director may also require or alter a deposit based on the nature of an event, deposits on account for other permits, etc. The security deposit will be refunded if no damage occurs, rooms are left in clean condition, and permits conclude on time.

Community Hall	$500

Insurance
General Liability Insurance may be required as determined by Department and stipulated in Department's Facility Use Insurance Requirement Policy.

Cupertino Library: Will be approved for a select number of uses of Community Hall without fee, based on approval from the Recreation & Community Services Department Director. The Library is exempt from the provision of deposits relating to the use of Community Hall.

CITY OF CUPERTINO
Resolution 21-XXX
Fees Effective May 5, 2021
Schedule E - Recreation
Monta Vista Recreation Center/Creekside Park Building/Wilson Park Building

ROOM RENTAL SCHEDULE PER HOUR

WILSON PARK BUILDING/CREEKSIDE/MONTA VISTA- Multi-Purpose Room

	Mon-Fri Up to 5:00pm	Overtime Fees*	Fri 5:00pm to Sun	Overtime Fees*
Cupertino Non-Profit (Group 1)	$24	$36	$39	$59
Non-Profit (Group 2)	$30	$45	$48	$72
Resident (Group 3)	$48	$72	$80	$120
Non-Resident (Group 4)	$60	$90	$100	$150

	Resident	Non-Resident
Bounce House (Memorial & Creekside Park Only)	$25	$25

Security Staff
Security staff is required when alcohol is served at any City facility. $40.00 per hour. Minimum of 6 hours.

Overtime Fee*
Rentals exceeding, prior to or following the permitted reservation time, shall be charged the overtime fee for any time up to the first half-hour, and the overtime fee per hour for every hour thereafter. This charge will be deducted from the security deposit.

Security Deposit
A $100 security deposit shall be required for all groups. Security deposit is due at time of reservation. The Department Director may also require or alter a deposit based on the nature of an event, deposits on account for other permits, etc. The security deposit will be refunded if no damage occurs, rooms are left in clean condition, and permits conclude on time.

Creekside Park building security deposit $100. If alcohol is served security deposit is $250.

Insurance
General Liability Insurance may be required as determined by Department and stipulated in Department's Facility Use Insurance Requirement Policy.

Wilson Park Building rental would not include access to ceramic wheels, kiln, or specialized art equipment.

CITY OF CUPERTINO
Resolution 21-XXX
Fees Effective May 5, 2021
Schedule E - Recreation
Senior Center

	Resident	Non-Resident
Annual Membership	$23	$28
Volunteer Membership*	$18	$23
Day Pass Fee	$5	$5
Class Pass	$10	$10
Day Trip Pass	$20	$20

ROOM RENTAL SCHEDULE PER HOUR

Reception Hall	Mon-Fri Up to 5:00pm	Overtime Fees*	Fri 5:00pm to Sun	Overtime Fees*
Cupertino Non-Profit (Group 1)	$30	$45	$80	$120
Non-Profit (Group 2)	$48	$72	$128	$192
Resident (Group 3)	$144	$216	$240	$360
Non-Resident (Group 4)	$180	$270	$300	$450
Bay Room/ Arts and Craft				
Cupertino Non-Profit (Group 1)	$22	$33	$36	$54
Non-Profit (Group 2)	$27	$41	$45	$68
Resident (Group 3)	$43	$65	$72	$108
Non-Resident (Group 4)	$54	$81	$90	$135
Classroom				
Cupertino Non-Profit (Group 1)	$20	$30	$32	$48
Non-Profit (Group 2)	$24	$36	$40	$60
Resident (Group 3)	$38	$57	$64	$96
Non-Resident (Group 4)	$48	$72	$80	$120
Conference Room				
Cupertino Non-Profit (Group 1)	$10	$15	$25	$38
Non-Profit (Group 2)	$16	$24	$40	$60
Resident (Group 3)	$31	$47	$52	$78
Non-Resident (Group 4)	$39	$59	$65	$98

Security Staff

Security staff is required when alcohol is served at any City facility. $40.00 per hour. Minimum of 6 hours.

Overtime Fee*

Rentals exceeding, prior to or following the permitted reservation time, shall be charged the overtime fee for any time up to the first half-hour, and the overtime fee per hour for every hour thereafter. This charge will be deducted from the security deposit.

Security Deposit

A security deposit shall be required for all groups. Security deposit is due at time of reservation. The Department Director may also require or alter a deposit based on the nature of an event, deposits on account for other permits, etc. The security deposit will be refunded if no damage occurs, rooms are left in clean condition, and permits conclude on time.

*Members who have volunteered 20+ hours in the previous calendar year qualify for this rate.

CITY OF CUPERTINO
Resolution 21-XXX
Fees Effective May 5, 2021
Schedule E - Recreation
Senior Center

Reception Hall	$500
All Other Rooms	$300

Insurance
General Liability Insurance may be required as determined by Department and stipulated in Department's Facility Use Insurance Requirement Policy.

CITY OF CUPERTINO
Resolution 21-XXX
Fees Effective May 5, 2021
Schedule E - Recreation
Sports Center/Child Care/Teen Center

	Type	Resident	Non-Resident
Day Passes			
Single Day Pass		$10	$13
Day Pass 5 Pack		$45	$59
Day Pass 10 Pack		$90	$117
Drop-In Fitness		$10	$10
Drop-In Fitness 5 Pack		$45	$45
Drop-In Fitness 10 Pack		$90	$90
Drop-In Sports		$7	$7
Drop-In Sports 5 Pack		$32	$32
Drop-In Sports 10 Pack		$63	$63
Body Fat Testing		$25	$25
Friday Night Social Members		$3	$3
Friday Night Social Non-Member		$8	$8
Monthly Passes			
One Month	Single	$65	$75
One Month	Couple	$85	$100
One Month	Family	$105	$125
One Month	Senior	$50	$60
One Month	Students	$30	$30
Annual Passes			
One Year	Single	$440	$475
One Year	Couple	$825	$900
One Year	Family	$920	$1,000
One Year	Senior	$395	$425
One Year	Corp. Single	$350	$350
One Year	Corp. Family	$850	$850
One Year	Tennis Only	$420	$440

Family membership includes up to 2 adults and 2 children under 18, each additional child is $100/year or $8/month.

ROOM RENTAL SCHEDULE PER HOUR

Conference Room	**Current**
Cupertino Non-Profit (Group 1)	$10
Non-Profit (Group 2)	$16
Resident (Group 3)	$31
Non-Resident (Group 4)	$39

Multi-Purpose Room/Sports Court	**Current**
Resident	$60
Non-Resident	$72

CITY OF CUPERTINO
Resolution 21-XXX
Fees Effective May 5, 2021 Schedule E -
Recreation
Sports Center/Child Care/Teen Center

ADDITIONAL CONDITIONS

1. The Cupertino Tennis Club will be charged $12.00/hour during primetime and $8.00/hour per court during non-primetime for all C.T.C. sponsored activities other than U.S.T.A. leagues and practices.

2. All competitors in C.T.C./U.S.T.A. leagues participating at the Sports Center must purchase an annual pass.

3. Specials will be offered on an on-going basis.

Childcare Fees	
One visit	$7
Ten visits	$63

Teen Center	
Rental Rate (per 3 hours minimum)	$210
Deposit	$750

Overtime Rate: $100.00 first hour; $50.00 each half hour after.
Extra Fees: $35 each half hour (30 min); $70 each hour (1 hr)

	Teen Resident	Teen Non-Resident
Annual Rate	No Cost	$25

CITY OF CUPERTINO
Resolution 21-XXX
Fees Effective May 5, 2021
Schedule E - Recreation
Outdoor Facilities

Memorial Softball Field	
Cupertino residents/Resident business only	$35/2 hrs
Non-Residents/Non-Resident business	$50/2 hrs
Field can be reserved for a maximum of 4 hours. THERE IS NO FEE FOR CURRENT SOFTBALL TEAMS PLAYING IN CUPERTINO LEAGUES	
Field preparation (includes dragging, watering, chalking, and bases)	$37
Field Attendant (2 hour minimum). Field Attendant is required any time lights or field preparation is requested.	$14/hr
Lights	$10/hr
Memorial Park Amphitheater	
Residents/Cupertino Non-Profit	$55/2 hours
Non-resident/Non-Profit	$75/2 hours
Memorial Park Gazebo	
Residents/Cupertino Non-Profit	$55/2 hours
Non-resident/Non-Profit	$75/2 hours

Picnic Areas (Daily Rate)	Resident	Non-Resident
Memorial (113 capacity)	$113	$154
Linda Vista (136 capacity)	$136	$186
Portal (80 capacity)	$80	$109
Electricity at Memorial or Linda Vista Park	$25	$25
Bounce House (Memorial Park Only)	$25	$25

Sports Field Fees (Per Athletic Field Use Policy)	
Cupertino resident, youth, volunteer non-profit organization (*)	
Resident/player/season	$11
Non-resident/player/season	$22
Cupertino resident, youth, commercial non-profit organization (*)	
Resident/player/season	$11
Non-resident/player/season	$66
Cupertino resident, adult, volunteer non-profit organization	
2-hour minimum/hour/field	$50
Deposit	$600
Cupertino resident, adult, commercial non-profit organization	
2-hour minimum/hour/field	$50
Base fee/site/seasonal use period	$600
Deposit	$600
Non-resident, youth, non-profit volunteer organization (*)	
Resident/player/season	$11
Non-resident/player/season	$66

CITY OF CUPERTINO
Resolution 21-XXX
Fees Effective May 5, 2021
Schedule E - Recreation
Outdoor Facilities

Non-resident, youth, commercial non-profit organization (*)	
Resident/player/season	$11
Non-resident/player/season	$88
Non-resident, adult, non-profit volunteer organization	
2-hour minimum/hour/field	$50
Base fee/site/seasonal use period	$600
Deposit	$600
Non-resident, adult, commercial non-profit organization	
2-hour minimum/hour/field	$100
Base fee/site/seasonal use period	$600
Deposit	$600
For-profit youth sports events	
2-hour minimum/hour/field	$150
Base fee/site/seasonal use period	$600
Deposit	$600
For-profit adult sports events	
2-hour minimum/hour/field	$175
Base fee/site/seasonal use period	$600
Deposit	$600

* Represents whether an organization's members and board of directors are made up of 51% or more of either City residents or non-residents. After the category is determined, then the resident or non-resident fees are paid per the residency of each player.

CITY OF CUPERTINO
Resolution 21-XXX
Fees Effective May 5, 2021
Schedule E - Recreation
Blackberry Farm

Picnic Areas (Daily Rate) *	Resident	Non-Resident
Area 1 - 250 Person Picnic Area- Blackberry Site	$300	$600
Area 2 - 100 Person Picnic Area- Sycamore Site	$120	$240
Area 3 - 100 Person Picnic Area- Owl Site	$120	$240
Area 4 - 50 Person Picnic Area- Steelhead Site	$60	$120
Area 5 - 50 Person Picnic Area- Bobcat Site	$60	$120
Area 6 - 25 Person Picnic Area- Acorn Site	$30	$60
All Sites- 525 Person Picnic Area	$690	$1,380
Pool Pass for Picnic Area Groups	$4	$5
Day-Use Pass Only		
Weekday Tuesday - Friday	$6	$8
Weekend Saturday - Sunday	$8	$10

Picnic area fees are due in full at the time of reservation.

* Organizations may rent multiple areas.

Swim Pass Options	Resident	Non-Resident
10-day Pass	$60	$80
Season Swim Pass (May-Sept)		
Individual Pass	$100	$140
2-Person Pass	$160	$200
3-Person Pass	$170	$210
4-Person Pass	$180	$220
5-Person Pass	$190	$230
6-Person Pass*	$200	$240
*Each additional person added to a 6-person pass	$6	$8

CITY OF CUPERTINO
Resolution 21-XXX
Fees Effective May 5, 2021
Schedule E - Recreation
Environmental Education Center

ROOM RENTAL SCHEDULE PER HOUR

Contracted Tenants and Partners*	No Charge	Overtime Charges*
Cupertino Non-Profit (Group 1)	$30	$45
Non-Profit (Group 2)	$48	$72
Resident (Group 3)	$55	$83
Non-Resident (Group 4)	$88	$132

*Onsite tenants and partnering organizations that have a current lease agreeement with the City of Cupertino.

Security Staff
Security staff is required when alcohol is served at any City facility. $40.00 per hour. Minimum of 6 hours.

Overtime Fee*
Rentals exceeding, prior to or following the permitted reservation time, shall be charged the overtime fee for any time up to the first half-hour, and the overtime fee per hour for every hour thereafter. This charge will be deducted from the security deposit.

Security Deposit
A security deposit of $300 will be due at time of booking for rentals. (except for Contracted Tenants and Partners)

Insurance
General Liability Insurance may be required as determined by Department and stipulated in Department's
Facility Use Insurance Requirement Policy.

CITY OF CUPERTINO
Resolution 21-XXX
Fees Effective May 5, 2021
Schedule E - Recreation

Park Special Events Permits

Application Fee (per event; non-refundable)	$75
Memorial Park - 1/2 park per event day; 500 or fewer attendees	$1,000
Memorial Park - full park per event day; 501 or more attendees	$2,000
Event Day Staffing - City Staff	At Cost
Event Day Staffing - Sheriff's Office	At Cost

Memorial Park Special Event Permit for nonprofit/civic organizations only.
Additional permit fees may be charged for park uses, as determined by the Director of Recreation & Community Services.

Security Deposit
A security deposit of $1,000 is due 30 days prior to event. The security deposit payment is required before a Special Event Permit will be issued.

Insurance
General Liability Insurance is required as stipulated in the Department's Special Events Permit.

Community Gardens

~~Full Plot~~	~~$100/year~~
~~Half Plot~~	~~$50/year~~
~~Box~~	~~$25/year~~
Garden bed annual assessment	$110
Garden bed annual assessment - PG&E CARES Program Discount	$55
Garden bed refundable security deposit	$150
Garden bed refundable security deposit - PG&E CARES Program Discount	$75

~~Security Deposit~~
~~A security deposit of $50 is required for first year gardeners.~~

CITY OF CUPERTINO
Resolution 21-XXX
Fees Effective May 5, 2021
Schedule E - Recreation
Blackberry Farm Golf Course

Daily Green Fee Schedule

Weekends	Resident	Non-Resident
9-Holes	$18	$20
Senior	$18	$20
Junior	$15	$17
Second 9 Holes (all players)	$12	$14
Weekdays		
9-Holes	$16	$18
Senior	$15	$17
Junior	$15	$17
Second 9 Holes (all players)	$11	$14

All Groups and Tournaments pay the 9-Hole rate (Cupertino residents still applies). Staff is authorized to set merchandise fees according to current cost.

	Adults (17-50)	**Jr/Sr**
Monthly Rate*		
Cupertino Residents	$165	$150
Non-Residents	$195	$180
Annual Rate (Weekdays Only)		
Cupertino Residents	$1,310	$1,160
Non-Residents	$1,610	$1,460
Semi-Annual Rate (Weekdays Only)		
Cupertino Residents	$710	$630
Non-Residents	$870	$790
Super Annual Rate (Good on Weekends & Holidays)		
Cupertino Residents	$1,650	$1,500
Non-Residents	$1,950	$1,800
Super Semi-Annual Rate (Good on Weekends & Holidays)		
Cupertino Residents	$880	$800
Non-Residents	$1,040	$960

CITY OF CUPERTINO
Resolution 21-XXX
Fees Effective May 5, 2021
Schedule E - Recreation
Blackberry Farm Golf Course

Power Cart Rental Packs		
10 Pack	$65	$65
20 Pack	$120	$120
30 Pack	$165	$165
40 Pack	$200	$200
50 Pack	$225	$225
Rentals		
Power Cart	$7	$7
Pull Cart	$3	$3
Soccer Balls	$3	$3
Clubs - Adult	$6	$6
Clubs - Junior	$3.50	$3.50
Daily Foot Golf Fee Schedule		
Weekends		
Adult	$15	$15
Junior	$12	$12
Spectator Fee	$5	$5
Week days		
Adult	$15	$15
Junior	$12	$12
Spectator Fee	$5	$5
Second 9 holes	$12	$14

*Specials will be offered on an on-going basis

CITY OF CUPERTINO
Resolution 21-XXX
Fees Effective May 5, 2021
Schedule E - Recreation
Blackberry Farm Golf Course

Proposed Quick Passes

Base Rate		**15**	**16**	**17**	**18**	**18**	**20**
# of Plays	Savings per round	Weekday Senior Res.	Weekday Adult Res.	Weekday Senior NR	Weekday Adult NR	Weekend Res.	Weekend NR
10	$1	$140	$150	$160	$170	$170	$190
20	$2	$260	$280	$300	$320	$320	$360
30	$3	$360	$390	$420	$450	$450	$510
40	$4	$440	$480	$520	$560	$560	$640
50	$5	$500	$550	$600	$650	$650	$750

Golf fees may be increased/decreased at the discretion of the City Manager (Resolution No. 04-350)

* Monthly Passes valid 7 days a week and Holidays. Based on 1\10th of the Annual Rate.