

CROCKETT RECREATION COMMISSION

Regular Business Meeting AGENDA FOR MONDAY, September 11, 2023

TIME: 6:00 PM
PLACE: Crockett Community Center, 850 Pomona Avenue, Crockett

The Crockett Recreation Commission is an agent of the Crockett Community Services District.

1. CALL TO ORDER – ROLL CALL
2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER
3. PUBLIC COMMENTS ON NON-AGENDA ITEMS:
(The Commission is prohibited from discussing items not on this agenda. Matters brought up that are not on the agenda may be referred to staff for action or calendared on a future agenda.)
4. CONSENT CALENDAR: Consideration of a motion to approve the following item:
 - a. None.
5. RECREATION:
6. BUDGET AND FINANCE:
 - a. Consider increasing rental rates at the Community Center.
 - b. Consider increasing property values for insurance purposes at the Community Center.
7. ADMINISTRATIVE:
 - a. Consider recommendation from changes to rules for posting banners on the fence.
8. REPORT OF DEPARTMENT MANAGER:
(This item is typically for exchange of information only. No action will be taken at this time.)
9. REPORTS FROM COMMISSIONERS:
(This item is typically for exchange of information only. No action will be taken at this time.)
10. FUTURE AGENDA ITEMS:
11. COMMENTS FROM COMMISSIONERS:
12. ADJOURNMENT to October 2, 2023.

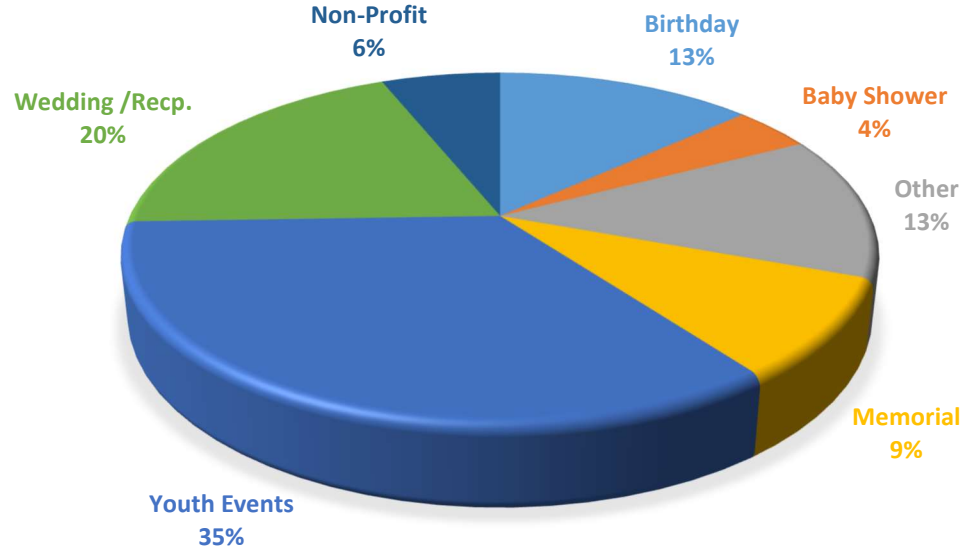
You will find the Minutes of this meeting posted on our website at www.town.crockett.ca.us Visit our website for more information on meetings and activities of the Crockett Community Services District and the towns of Crockett and Port Costa on the picturesque Carquinez Strait of the San Francisco Bay.

CROCKETT RECREATION COMMISSION

In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in a District meeting, or if you need a copy of the agenda, or the agenda packet, in an appropriate alternative format, please contact the General Manager at (510) 787-2992. Notification of at least 48 hours prior to the meeting or time when services are needed will assist District staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

In accordance with California Government Code Section 54957.5, any writing or document that is a public record, relates to an open session agenda item, and is distributed less than 72 hours prior to a regular meeting will be made available for public inspection at the Crockett Community Services District Office in Crockett. If, however, the document or writing is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting, as listed on this agenda. The office address is 850 Pomona Street, Crockett, California 94525.

2022 COMMUNITY CENTER RENTALS



		2022 Actual		2023 Projection			
67							
Rentals	Resident	5	\$6,220.00	Resident	5	\$1,854.00	\$9,270.00
	Non Profit	4	\$4,472.00	Non Profit	4	\$1,166.00	\$4,664.00
	Non Res	52	\$90,729.00	Non Res	52	\$2,631.00	\$136,812.00
	Memorial	6	\$5,013.00	Memorial	6	\$1,162.00	\$6,972.00
		67	<u>\$106,434.00</u>		67		<u>\$157,718.00</u>
	Set up	29	\$14,008.00	Set up	29	\$775.00	\$22,475.00
	Pre-event	11	\$9,558.00	Pre-event	11	\$1,162.00	\$12,782.00
	Extra Hours	31	\$26,327.00	Extra Hours	31	\$429.00	\$39,897.00
			\$49,893.00				<u>\$75,154.00</u> 3 hours average
			\$156,327.00				\$232,872.00

Community Center Rental Rate Comparison 2023

	<u>Pleasant Hill</u>	<u>Walnut Creek</u>	<u>Albany</u>	<u>Concord</u>	<u>Hercules</u>	<u>Crockett</u>	<u>Proposed**</u>
Rent (8 hrs) Resident	\$2,320.00	\$2,240.00	\$1,056.00	\$2,520.00	\$1,352.00	\$1,426.00	\$1,854.00
Non Resident	\$2,800.00	\$2,240.00	\$1,168.00	\$3,016.00	\$1,656.00	\$2,024.00	\$2,631.00
Resident Discount %	17.00%	none	10.00%	16.40%	18.40%	29.5%	29.50%
Resident Non Profit	\$2,120.00	\$1,960.00	\$816.00			\$897.00	\$1,166.00
Discount	24.30%	20.50%	30.10%			55.7%	55.70%
Non Resident Non Profit			\$880.00			\$1,564.00	\$2,033.00
Discount		none	24.70%			22.70%	22.70%
Deposit	\$750.00	\$500.00	\$250.00	\$1,000.00	\$528.00	\$700.00	\$700.00
Application Fee			\$35.00	50.00%	\$100.00	\$200.00	\$200.00
Alcohol	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Registration Fee	\$75.00	\$100.00	\$25.00	\$85.00			
Security	Yes	Yes / \$50hr	yes	Yes	Yes / \$48hr	Yes	Yes
Youth Events	Yes	No	yes	No	No	Yes	Yes
Hourly Rates							
Resident	\$290.00	\$280.00	\$132.00	\$315.00	\$169.00	\$178.63	\$232.00
Non-Resident	\$350.00	\$280.00	\$146.00	\$377.00	\$207.00	\$253.00	\$329.00
Resident Non-Profit	\$265.00	\$245.00	\$102.00			\$112.13	\$146.00
Non-Resident Non-Profit		\$245.00	\$110.00			\$195.50	\$254.00

**** Increase all other Community Center fees 30%**

Hourly rates over 8 hours is the rate plus \$100

\$429.00

Crockett Community Services District

Recreation Department Fees

Effective September 1, 2023

	Fee		Fee	Proposed
	Auditorium			
Resident - 8 hours		Monday - Thursday	940.00	1,222.00
		Friday – Sunday	1,426.00	1,854.00
Resident Non Profit - 8 hours		Monday - Thursday	670.00	871.00
		Friday – Sunday	897.00	1,166.00
Non Resident - 8 hours		Monday - Thursday	1,341.00	1,743.00
		Friday – Sunday	2,024.00	2,631.00
Non Resident Non Profit - 8 hours		Monday - Thursday	1,341.00	1,743.00
		Friday – Sunday	1,564.00	2,033.00
Funeral / Memorial (short notice) - 8 hours		Monday - Thursday	670.00	871.00
		Friday – Sunday	894.00	1,162.00
John Swett School District Academic Activities (Per Day)			186.00	242.00
John Swett School District Graduation Parties			559.00	727.00
Event Set Up, 4 HOURS, Resident/NonResident day before only			894.00	1,162.00
Non Profit Event set up 4 HOURS day before only.			223.00	290.00
Resident/Non Resident Additional Hourly Rental (per hour)			223.00	290.00
Non Profit Additional Hourly Rental (per hour)			127.00	165.00
Resident/Non Resident Additional Hourly Rental (per hour) over 8 hours			380.00	429.00
Non Profit Additional Hourly Rental (per hour) over 8 hours			190.00	247.00
Cleaning/Damage Deposit			700.00	700.00
Non Refundable Booking Fee Due at Signing of Contract			200.00	200.00

Crockett Community Services District

Recreation Department Fees

Effective September 1, 2023

AUDITORIUM: MEETINGS

Based on 5 hrs of continuous occupancy from 7:00 AM to 11:00 PM.

Monday - Thursday

	under 50 people	150.00	195.00
	51 - 99 people	223.00	290.00
	100 - 300	298.00	387.00
Large Kitchen		223.00	290.00
Additional Hourly Rental (per hour)		46.00	60.00
Cleaning/Damage Deposit		186.00	240.00

MULTI-PURPOSE ROOM: Max capacity of 50 people

Based on 8 hours of continuous occupancy. Rentals on Fridays and Saturdays may be any 8 hours between the hours of 7:00 AM and 1:00 AM. Rentals on Sundays through Thursdays may be any 8 hours between the hours of 7:00 AM and midnight.

Resident		276.00	359.00
Non-Resident		394.00	512.00
Additional Hourly Rental (per hour)		60.00	78.00
Additional Hourly Rental (per hour) over 8 hours		90.00	117.00
Cleaning/Damage Deposit		460.00	450.00

MULTI-PURPOSE ROOM: MEETINGS

Based on 5 hours of continuous occupancy from 7:00 AM to 11:00 PM.

Monday - Friday only.

Maximum of 50 people		93.00	130.00
Additional Hourly Rental (per hour)		18.00	25.00

AUDITORIUM OR MULTI-PURPOSE ROOM: CLASSES

40% of class fees collected by instructor or minimum amount per class plus open and close fee of \$45.00

46.00 46.00

COMMUNITY CENTER PARK/BARBECUE AREA WITH MULTI-PURPOSE ROOM RESTROOM FACILITY:

Based on 8 hours of continuous occupancy from 7:00 AM to 10:00 PM.

Resident		470.00	611.00
Non-Resident		670.00	871.00
Cleaning/Damage Deposit		460.00	460.00

COMMUNITY CENTER BARBECUE AREA (Including Picnic Tables):

Based on 8 hours of continuous occupancy from 7:00 AM to 10:00 PM.

Resident		195.00	254.00
Non-Resident		279.00	363.00
Cleaning/Damage Deposit		460.00	460.00

COMMUNITY CENTER PARK/BARBECUE AREA:

Based on 8 hours of continuous occupancy from 7:00 AM to 10:00 PM.

Resident		260.00	260.00
Non-Resident		373.00	373.00
Cleaning/Damage Deposit		460.00	460.00

Crockett Community Services District

Recreation Department Fees

Effective September 1, 2023

AUDITORIUM RESTROOMS:

The restrooms may be rented for events upon availability, confirmed 7 days prior to event

Resident or Non-Resident	186.00	225.00
Cleaning/Damage Deposit	345.00	345.00

COMMUNITY CENTER PARK/GAZEBO:

Resident	470.00	470.00
Non-Resident	670.00	670.00
Cleaning/Damage Deposit	575.00	575.00

ADDITIONAL SERVICES AND ITEMS FOR RENT:

Large Kitchen Only: Five hour minimum upon availability, confirmed 7 days prior to event.

Large Kitchen Only: Five hour minimum upon availability, confirmed 7 days prior to event.	223.00	290.00
Large Kitchen Additional Hourly Rate (per hour)	46.00	60.00
Projection Screen with Sound System and Microphone	186.00	175.00
Cleaning Service	328.00	425.00
Extra cleaning cost per hour	82.00	107.00
Set up/ take down/cleaning bundle (must decide day of contract signing for bundle discount price)	596.00	775.00
Set up tables and chairs	223.00	290.00
Take down tables and chairs	223.00	290.00
Storage per day	97.00	100.00
Fireplace Use	155.00	155.00
Security Guard		
Building Opening	29.00	38.00
Building Closing	29.00	38.00
Rehearsal	115.00	150.00