CITY OF HAYWARD

Cover Memo

File #: PH 19-058, **Version:** 1

DATE: June 25, 2019

TO: Mayor and City Council

FROM: Director of Maintenance Services and Director of Library Services

SUBJECT

Approve a Resolution Updating the FY 2020 Master Fee Schedule with New Fees and Charges in the Maintenance Services Section Related to Facility Rentals in City Hall and the 21st Century Library and Learning Center and Accept the Proposed Changes to the Maintenance Services Section of the FY 2020 Master Fee Schedule

RECOMMENDATION

That Council approves a Resolution (Attachment II) updating the FY 2020 Master Fee Schedule with new fees and charges in the Maintenance Services section related to facility rentals in City Hall and the 21st Century Library and Learning Center and accepts the proposed changes to the Maintenance Services Section of the FY 2020 Master Fee Schedule (Attachment III).

SUMMARY

Staff is presenting Council with necessary updates and changes to the Maintenance Services section of the Master Fee Schedule (MFS) previously accepted as part of the FY2020 MFS updates in March of 2019. These changes and updates have been made as part of a city-wide facility rental process evaluation and a cost comparison with neighboring jurisdictions.

The proposed fee schedule would replace the existing Maintenance Services section of City's MFS, consolidating the first two sections ("A. Hayward City Hall Rental" and "B. 21st Century Library Meeting Room Fees") into one section ("A. Facility Rentals"). The fees associated with Street Maintenance were not changed as part of the facility rental process evaluation.

Staff requests that Council accept the proposed changes to the Maintenance Services Section of the FY 2020 Master Fee Schedule. Approved fee schedule changes would become effective September 1, 2019.

ATTACHMENTS

Attachment I   Staff Report
Attachment II   Resolution
Attachment III   Proposed Changes to the Maintenance Services Section of the FY 2020

Master Fee Schedule