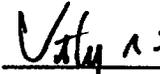




AGENDA ITEM NO. 10

CITY OF HAWTHORNE City Council AGENDA BILL

For the meeting of May 28, 2024
Originating Department: City Attorney

City Manager: 
Vontray Norris

City Attorney: 
Robert Kim

SUBJECT:

Public Hearing - Establishing Fees for Various Departments (Pursuant to Government Code Section 66018)

City Attorney Declaration publication filed. No written communications were received. Call for oral comments. Motion to close hearing. Motion to approve Resolution No. 8465

RESOLUTION NO. 8465

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HAWTHORNE, CALIFORNIA, ESTABLISHING FEES FOR VARIOUS CITY DEPARTMENTS. Motion to adopt.

DISCUSSION:

In order to continue providing essential services for the public, the City must establish and increase certain fees periodically due to the increases in costs. The adjustments in fees are needed for the City Clerk, Human Resources, Business License, Finance and Community Services (Cable TV) departments. The Finance and Cable TV fees increases reflect the cost of providing copies for voluminous pages of the city's budget book and the cost associated with copying a video from the library of videos created by the staff in Cable TV. The Business License department also needs to adjust the fees it charges for credit card transactions due to the increased cost to the city. Additionally, there are fees for fingerprinting with Human Resources as well as fees for Notary service with the City Clerks that reflect the current costs. The said fees are listed in Exhibit "A" to Resolution No. 8465.

The City's Community Services Department is updating its fees for park activities and facilities rental services. The adjustments of fees for recreational events and sports programs are based on the current costs. The increases in fees for rental of park facilities are long over due and are

still offered at a relatively low rate. The fees for the Community Services department are listed in Exhibit "B" to Resolution No. 8465. A public hearing notice was published in the Hawthorne Press Tribune on May 9, 2024 and May 23, 2024. Pursuant to Government Code section 66016, the public hearing notice and the list of the fees were sent to those who had submitted a written request for information regarding increase in city fees.

ECONOMIC DEVELOPMENT STRATEGIC PLAN:

Goal 2: Develop revenue generating programs and adjust fees

FISCAL IMPACT:

The increase in fees will be off-set by the increases in costs.

NOTICING PROCEDURES:

72 hours posted notice pursuant to the Ralph M. Brown Act

ATTACHMENT(S):

1. Resolution No. 8465
2. Exhibits A,B - Fees

RESOLUTION NO. 8465

**A RESOLUTION OF THE CITY COUNCIL, OF THE CITY
OF HAWTHORNE, CALIFORNIA, ESTABLISHING FEES
FOR VARIOUS CITY DEPARTMENTS**

WHEREAS, the City Council of the City of Hawthorne has determined that in order to continue providing effective services for the public welfare, the City must establish and increase fees for certain municipal services in order to accurately reflect the City's true cost in providing such services; and

WHEREAS, the City Council desires to enact new fees and increase existing fees for certain services and programs provided by the City; and

WHEREAS, the City Council desires to establish and increase fees for the following departments: City Clerk, Human Resources, Business License, Finance and the Community Services; and

WHEREAS, under its direct grant of police power under California Constitution, Article XI, §7, the City of Hawthorne has the authority to impose certain fees; and

WHEREAS, California Constitution, Article XIII C, §1(e)(1) exempts from tax a charge imposed for a specific benefit conferred or privilege granted directly to the payor that is not provided to those not charged, if it does not exceed the reasonable cost to the local government; and

WHEREAS, California Constitution, Article XIII C, §(e)(4) exempts from tax a charge imposed for entrance to or use, purchase, rental or lease of local government property and that the City's role in making its property available is not an exercise of its police power but as a market participant engaged in proprietary activities and not limited to its costs ; and

WHEREAS, the City Clerk, Human Resources, Business License, Finance and Community Service departments (collectively, "Departments") requested that their respective fees attached hereto as Exhibit "A" be increased to reflect their true costs; and

WHEREAS, the Community Service department also requests that the fees and charges for various programs and rental of city properties/facilities at the City parks attached hereto as

Exhibit “B” be established, with the fees for the Park’s services and programs reflecting the costs to the City; and

WHEREAS, the public hearing notices regarding aforesaid fees for Departments and Community Service department service and rental fees were published twice in the Hawthorne Press Tribune on May 9th and 23rd; and

WHEREAS, the City Council finds that the Departments’ proposed fees do not exceed the City’s costs and the Community Service department’s rental rates for the rental of city owned facilities are appropriate.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Hawthorne, California as follows:

SECTION 1. The recitals in Resolution No. 8465 are true and correct.

SECTION 2. The schedule of fees for the City Clerk, Human Resources, Business License, Finance and Community Service departments listed in Exhibit “A” are approved.

SECTION 3. The schedule of fees and charges for Community Services department’s park programs listed in Exhibit “B” are approved.

SECTION 4. An annual adjustment shall occur for all fees identified in this Resolution. Such adjustment shall occur by using the California Per Capita Personal Income Index as reported quarterly by the State Department of Finance. Said adjustment shall be effected on July 1st of each calendar year based upon the actual percentage change for the latest reported four quarter period. Increases or decreases shall be rounded off to the nearest dollar. In no event shall the collected fees exceed the actual cost of providing the service by the City.

SECTION 5. The fees and charges reflected in Exhibits “A” and “B” shall be effective on the date of adoption of Resolution No. 8465.

SECTION 6. All other resolutions in conflict herewith are hereby repealed.

SECTION 7. That the City Clerk shall certify to the adoption of this Resolution and shall cause this Resolution and this certification to be entered in the Book of Resolutions of the Council of the City.

PASSED, APPROVED AND ADOPTED this 28th day of May, 2024.

ALEX VARGAS, Mayor
City of Hawthorne, California

ATTEST:

DAYNA WILLIAMS-HUNTER, City Clerk
City of Hawthorne, California

APPROVED AS TO FORM:

ROBERT M. KIM, City Attorney
City of Hawthorne, California

EXHIBIT A

CITY CLERK, HUMAN RESOURCES, BUSINESS LICENSE, FINANCE and COMMUNITY SERVICE DEPARTMENTS – NEW FEES (COST BASED)

CITY CLERK

- Notary Fee \$15 per item

HUMAN RESOURCES

- Finger Printing \$25 per person

BUSINESS LICENSE

- Credit/Debit Card Transaction \$2.50 (up to \$66.66 transaction)
3.75%(\$66.67 and higher transaction)

FINANCE

- ACFR Book Copy \$50
- Budget Book Copy \$125

COMMUNITY SERVICES

- Video Copy Service \$30
- Video Copy on Thumb-Drive \$75
(Videos are free on YouTube)

Youth Non Profits & School Districts	\$69.00 / Hour
Adult Non Profits	\$81.00 / Hour
Commercial / Private Party	\$103.00 / Hour

Two (2) Hour Minimum Required for All Rentals

****A \$1,000,000 Certificate of Insurance is Required for all Groups Renting the Aquatic Facility.
City of Hawthorne to be named as an Additional Insured.**

Rental fee includes Staff cost for one (1) Lifeguard. Additional staff costs will determine by city based on pool load, and charged at the time of application.

Sports

Ballfield Rental

Without Lights	\$15.00 / Hour
With Lights	\$33.00 / Hour
Formal Picnic Area - Memorial, Holly, Eucalyptus #1	\$39.00 / Hour
Eucalyptus #2, #3	\$24.00 / Hour
Adult Softball League	\$420.00 / Hour
Adult Softball Tournament	\$180.00 / Hour
Adult Basketball	\$420.00 / Hour
Adult Volleyball	\$300.00 / Hour
Racquetball / Handball Courts	\$8.00 / Hour
Youth Sports	\$72.00 / Participant
Open Gym (Adult 18 Years & up)	\$2.00 / Entry
Open Gym (Youth 17 Years & under)	\$1.00 / Entry
Little League (Non Resident Player)	\$6.00 / Player per Season

****A \$1,000,000 Certificate of Insurance is required for Private Groups
Holding Adult/Youth Leagues or Tournaments**

Park Permits

Resident & Non Resident Groups

25 - 50 Persons	\$25.00
51-100 Persons	\$40.00
101 & Over	\$63.00
Lost Key	\$24.00

****A \$1,000,000 Certificate of Insurance is required for All Groups Dispensing Alcohol on Public Parks, or for Special Events.**

Park Maintenance

Street Tree Planting	1 st Tree No charge (15 Gal) Each Additional Tree \$73.00
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Street Tree Removal

Fees for approved street tree removal shall be charged for trees other than hazardous, diseased, dead trees or severe root problems as determined by city. Fees are based on the diameter of the trunk at breast height.

Up to 6' Diameter	\$162.00
6-12' Diameter	\$242.00
12 - 18 'Diameter	\$406.00
18' or Larger	\$568.00

Permits - Any Contractor or Resident Must Obtain a Permit to Have a Street Tree Removed for Construction Purposes	\$80.00
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Banner Permit

133rd Street/ Hawthorne Blvd. **\$122.00 / per banner**
Rosecrans Ave / Hawthorne Blvd.
Imperial Hwy / Hawthorne Blvd.
El Segundo Blvd / Grevillea Ave.

El Segundo Blvd/ Hawthorne Blvd. **\$92 / per banner**

****A 1,000,000 Certificate of Insurance is required for all organizations prior to hanging banners at the above listed locations.**

Community Gardens

Annual Fee **\$40.00**
Cleaning Deposit **\$30.00**

Transit

MTA Senior I Disables Monthly Transit Pass **\$18.00**
Gardena Transit Tokens **\$1.00**

Memorial Park Sports Center Parking

Non Profit Special Events & Carnivals **\$344.00 / 24 Hrs**
Set- Up Time\Charge I Parking **\$172.00 / 24 Hrs**
Commercial use of Parking Lot **\$620.00 / 24 Hrs**

Memorial Center

Cost Hourly Rate (Minimum 4 Hour Usage)

	<u>Group I</u>	<u>Group II</u>		<u>Group III</u>		<u>Group IV</u>	
	<u>I</u>	<u>RES</u>	<u>NR</u>	<u>RES</u>	<u>NR</u>	<u>RES</u>	<u>NR</u>
Sun Room	0	\$40	\$73	\$88	\$146	\$246	\$276
Venus Room	0	\$26	\$33	\$48	\$73	\$111	\$138
Venus Patio	0	\$13	\$20	\$28	\$34	\$40	\$55
Polaris Room	0	\$26	\$33	\$48	\$73	\$111	\$138
Polaris + (Patio)	0	\$37	\$56	\$73	\$105	\$153	\$194
Polaris Patio	0	\$20	\$26	\$40	\$48	\$56	\$80
Saturn	0	\$7	\$12	\$14	\$31	\$31	\$33
Pluto	0	\$7	\$12	\$14	\$31	\$31	\$33
Mars	0	\$7	\$12	\$14	\$31	\$31	\$33
Jupiter	0	\$7	\$12	\$14	\$31	\$31	\$33
Senior Center*	0						
(Main Assembly)	0	\$26	\$33	\$48	\$73	\$111	\$138
(Crafts Room)	0	\$20	\$24	\$33	\$43	\$48	\$63
Youth Center*	0	\$26	\$33	\$48	\$73	\$111	\$138
Small Kitchen	0 Flat Fee	\$13	\$28	\$55	\$81	\$109	\$136
Sr. Center Kitchen	0 Flat Fee	\$20	\$34	\$61	\$96	\$116	\$171
Large Kitchen	0 Flat Fee	\$28	\$40	\$69	\$103	\$136	\$206

*Specified Use Only

Fee for use of Sun Stage Stairs or Sun Room Piano - \$48

Maintenance Fee **\$20.00**** / Hour Before or After Office Hours (7:30AM - 5:30PM or 4:30PM Alternate Fridays); Weekends or Holidays.** Fee Adjusted annually based on current part time salary costs .

**A \$1,000,000 Insurance Certificate will be required for all Group IV's using Sun, Venus, Polaris, Senior Center, Youth Center or all Four (4) Satellite Rooms. Insurance will also be required for all groups serving alcohol at the Memorial Center or any other recreation building.

Security requirements for each event will be determined by the Hawthorne Police Department.

Group obtaining fee waivers are not relieved from responsibility of completing security, insurance or business license requirements.

Refundable Cleaning Deposits:

Sun Room & Venus Room - \$1650

Sun Room - \$1200

Venus Room - \$600

Polaris Room - \$600

Polaris Room Patio - \$600

Senior Center - \$600

Satellite Rooms - \$300

2024 Betty Ainsworth Sports Center Rental Fee Guidelines

Group	Category	Examples	Order of Priority	Gym Rental	Dance Room	Class -Room	Exercise Room
I	All Recreational & Community Services or City of Hawthorne Sponsored Events/Activities	Groups include but are not limited to, Recreation classes & programs, adult & youth sports programs	1	None	None	None	None
II	Recreational, social, or civic activities and/or groups promoted and sponsored by non-profit organizations. (No fee charged for event)	Groups include but are not limited to, church recreational activities, service clubs, special interest groups, school districts, Boy Scouts of America, YMCA/YWCA, veterans groups, youth sports leagues	2	\$48/hr	\$21/hr	\$16/hr	\$25/hr
III	Recreational, social, or civic activities and/or groups promoted and sponsored by non-profit org. (Fee may be charged for event)	Groups include but are not limited to, church recreational activities, service clubs, special interest groups, school district, Boy Scouts of America, YMCA/YWCA, veterans groups, youth sports leagues	3	\$80/hr	\$34/hr	\$32/hr	\$49/hr
IV	Commercial, business, and those activities and organizations that are profit making. Individuals or org. that are holding events for which fees are charged or donations are solicited	Groups include but are not limited to, Industrial or commercial exhibits, professional entertainers or sporting events, promotional activities	4	\$110/hr	\$72/hr	\$61/hr	\$80/hr

Note:

- Use of the Sports Center will be booked by permit for only appropriate uses
- A Non-Profit Organization must be registered as a Non-Profit Corporation with the State of California, or they must have a constitution and/or bylaws which clearly state that the objective of the organization is a non-profit or non-commercial.

- A business license will be required of any group charging an admission for an event in the Sports Center.
- Rental Fees for gymnasium based on a minimum 4 hours of usage. After 4 hours, group will be charged per hour.
- Fees do not include additional **\$20/Hour Staff fee**. Fee is adjusted annually based on current part-time salary cost.
- A \$1,000,000 Certificate of Insurance will be required for all groups renting gymnasium.
- All groups using Sports Center will be liable for any damage caused during use.
- Security requirements, if any, will be determined by the Hawthorne Police Department.