





City of Carson Report to Mayor and City Council

April 5, 2011
New Business Discussion

SUBJECT: CONSIDER THE FEE WAIVER REQUEST FOR THE RENTAL OF CITY EQUIPMENT AND PARK USAGE, AND A REQUEST FOR FUNDS TO BE USED FOR STAFF TIME BY THE PHILIPPINE INDEPENDENCE DAY FOUNDATION


Submitted by Raymond R. Cruz
Public Services General Manager


Approved by Clifford W. Graves
Interim City Manager

I. SUMMARY

The City Council recently delegated the task of reviewing fee waiver requests for special events to the City Council Policy Sub-committee. At its meeting on March 10, 2011, the Policy Sub-committee heard the request from the Philippine Independence Day Foundation to have the fees waived for city equipment rental and park usage for the Philippine Independence Day Celebration (Exhibit No. 1). The total cost for the fee waiver request for city equipment (\$8,142.50) and park usage (\$9,042.00) is \$17,184.50. Additionally, the Foundation is requesting the city waive the fees associated with the staff time required to put on this event. The City Council Policy Sub-committee ultimately agreed to recommend the approval of the fee waiver for the equipment rental and the park usage, and also to recommend that the city waive the cost of the staff time for the event up to \$15,000.00. The total cost for staff time is estimated at \$11,501.38. The total hard and soft dollar costs being requested to be waived total \$28,685.88.

Tonight, the City Council Policy Sub-committee is submitting for City Council consideration its recommendation to waive the fees for the rental of city equipment and park usage, to waive the cost of staff time, and to appropriate \$11,501.38 from the unreserved, undesignated general fund balance to cover the cost of staff time. In light of the city's budget challenges, staff is presenting an alternative recommendation to approve the fee waiver for city equipment and parks usage only for this event.

II. RECOMMENDATION

TAKE one of the following actions:

Option A – City Council Policy Sub-committee Recommendation

1. APPROVE the City Council Policy Sub-committee's recommendation to approve the fee waiver request in the amount of \$17,184.50 for city equipment rental and park usage.
2. APPROVE the City Council Policy Sub-committee's recommendation to approve the fee waiver request in an amount up to \$15,000.00 to cover the cost of city staff time for the Philippine Independence Day Celebration.

3. APPROPRIATE \$11,501.38 from the unreserved, undesignated general fund balance to cover the cost of staff time for the Philippine Independence Day Celebration.

-or-

Option B – Staff Recommendation

1. APPROVE the City Council Policy Sub-committee’s recommendation to approve the fee waiver request in the amount of \$17,184.50 for city equipment rental and park usage.
2. DENY the City Council Policy Sub-committee’s recommendation to approve the fee waiver request in an amount up to \$15,000.00 to cover the cost of city staff time for the Philippine Independence Day Celebration.
3. APPROPRIATE \$11,501.38 from the unreserved, undesignated general fund balance to cover the cost of staff time for the Philippine Independence Day Celebration.

III. ALTERNATIVES

TAKE another action the City Council deems appropriate.

IV. BACKGROUND

At its March 10, 2011, meeting, the City Council Policy Sub-committee evaluated and discussed the fee waiver request from the Philippine Independence Day Foundation for the rental of city equipment and park usage for its Philippine Independence Day Celebration. The items to be rented include tables, staging, canopies, barricades and a dance floor at a cost of \$8,142.50 (Exhibit No. 2), and the cost for the use of Veterans Park for two days is \$9,042.00 (Exhibit No. 3). Thus, the total cost for both items is \$17,184.50. The Foundation also requested a waiver of the costs of staff time to set-up/break-down the event, provide custodial services, and supervision of the event. By utilizing the actual hours provided to set-up, take-down, and supervise the 2010 event, the estimated cost for staff time is \$11,501.38 (Exhibit No. 4: \$8,098.47 for full-time staff and \$3,402.91 for part-time staff). It should be noted that the Philippine Independence Day Foundation successfully raised funds to pay for city staff costs for the 2010 event.

The requested fee waiver also initially contained an associated cost for the rental of non-city owned equipment to be used for the set-up and tear-down of the event at \$2,340.00, and overnight security at \$315.08, for a total cost of \$2,655.08 (Exhibit No. 4). It was since mutually agreed that the Philippine Independence Day Foundation would pay for these items. Since the March 10 meeting, it was determined that security provided by the Sheriff’s Department may have a cost due to the reconfiguration of the Parks Team. This item will need to be determined by the Sheriff’s Department. Moreover, liability insurance must be

purchased at an estimated cost of \$533.00.

Given the city’s current and future budget challenges, staff is presenting an alternate recommendation to approve the fee waiver for city equipment rental and park usage only. Staff is suggesting that the Foundation again raise funds to pay for the cost of city staff in light of the Foundation’s success last year.

V. FISCAL IMPACT

Should the City Council approve the fee waiver request for the equipment rental and park usage only, \$17,184.50 in revenue will not be realized by the city. Additionally, funds for this item were not included in the FY 2010/11 budget; therefore, the budget will need to be increased by \$11,501.38. Funds should be appropriated from the unreserved, undesignated general fund balance to account no. 01-90-954-048. The current unreserved, undesignated general fund balance is \$5,494,775.00. If the City Council approves the fee waiver for the cost of staff time, the city will not realize that revenue either, for a total loss of revenue of \$28,685.88.

VI. EXHIBITS

1. Minutes, City Council Policy Sub-committee Meeting, March 10, 2011. (pgs. 5-7)
2. Summary of Rental Cost of City Equipment. (pgs. 8)
3. Permit for Veterans Park Rental. (pg. 9-13)
4. Summary of City Staff & Outside Service and Equipment Costs. (pg. 14)
5. Summary of Full-Time staff costs. (pg. 15)
6. Summary of Part-Time Staff Schedules. (pgs. 16-17)

Document10

Prepared by: **Raymond R. Cruz, Public Services General Manager**

TO:Rev010511

Reviewed by:

| | |
|--------------------------------------|-----------------------------|
| City Clerk | <u>City Treasurer</u> |
| <u>Administrative Services</u> | <u>Development Services</u> |
| <u>Economic Development Services</u> | <u>Public Services</u> |

Action taken by City Council

Date _____

Action _____



**CITY OF CARSON
REGULAR MEETING OF THE CITY COUNCIL POLICY SUB-COMMITTEE**

DISPOSITION

**CARSON CITY HALL
EXECUTIVE CONFERENCE ROOM - SECOND FLOOR
701 East Carson Street
CARSON, CALIFORNIA 90745**

**MARCH 10, 2011
4:00 P.M.**

AGENDA POSTED: MARCH 7, 2011

“In accordance with the Americans with Disabilities Act of 1990, if you require a disability related modification or accommodation to attend or participate in this meeting, including auxiliary aids or services, please call the City Clerk’s office at 310-952-1720 at least 48 hours prior to the meeting.” (Government Code Section 54954.2)

CALL TO ORDER: 4:20 p.m.

ROLL CALL: All Present

Staff: Jim Dear, Mayor
Elito Santarina, Councilmember
Raymond R. Cruz, Public Services General Manager
Cedric L. Hicks, Sr., Recreation Superintendent
Daniel Cisneros, Human Services Manager
Debbie Green, Division Secretary

Members of the Public: Vic Medina
Alex Cainglet
June Aglipy
Emilo Loyola
Ron Shimokaji

NEW BUSINESS DISCUSSION

ITEM NO. (1) FURTHER CONSIDERATION OF WAIVING FEES FOR 2011 SPECIAL EVENTS

EXHIBIT NO. - 1



Sub-committee Chair Dear asked Superintendent Hicks, Sr. to provide a report of the proposed Standard Management Procedure (SMP) for Special Events Fee Waivers.

Sub-committee Chair Dear stated he believed that at the March 1, 2011, City Council meeting, it voted to empower the Sub-committee to be the initial receivers of Special Event requests.

Public Services General Manager Cruz did not attend the Policy sub-committee meeting on January 24, 2011, but was told that the City Council Policy Sub-committee directed staff to develop a policy and SMP that required all requests for fee waivers be first presented to the Sub-committee for approval before it is sent to the City Council for its consideration. At the March 1, 2011, City Council meeting, the Interim City Manager, Cliff Graves, reported that staff will develop a SMP, and present it to the Council Policy Sub-Committee for review. Should the Sub-committee approve the SMP, it would then proceed to the City Council for its consideration at its March 16, 2011, meeting.

Sub-committee Chair Dear stated that the staff report provided today doesn't reflect that. Sub-committee Chair Dear asked Public Services General Manager Cruz to obtain a copy of the minutes from the March 1, 2011 Council meeting. A 15 minute recess took place for Public Services General Manager Cruz to obtain a copy of the minutes from the City Clerk's office. Public Services General Manager Cruz reported that there was no written report, but an oral report by Interim City Manager Graves. The actual minutes are not ready yet. He added that the action taken was to "receive and file" the report.

Sub-committee Chair Dear stated that The Philippine Independence Foundation is requesting support from the City Council with an in-kind donation for its event. Though not on the agenda, it should be. Sub-committee member Santarina stated that he received a text to discuss the Philippine Independence Day Foundation funding request.

Public Services General Manager Cruz stated that the meeting today is for the discussion of the SMP and for developing guidelines.

Sub-committee Chair Dear stated that they *could* discuss/approve Philippine Independence Day, and then revise and discuss the SMP at another meeting. He further stated that he would not vote on the SMP today.

Public Services General Manager Cruz stated that all supporters of special events should be welcome to discuss the policy and guidelines of the SMP. However, before the meeting Alex Cainglet expressed hopes that the city would provide staff costs as part of the recommendation for the fee waiver. Staff's recommendation is that we do not include staff costs as part of the fee waiver.

Sub-committee Chair Dear asked Sub-committee member Santarina if he was willing to take the foundation's request. Sub-committee member Santarina was in agreement. A formal verbal request was made by Sub-committee Chair Dear to proceed with the discussion for consideration to provide a fee waiver for the Philippine Independence Day Foundation.

Subcommittee Chair Dear asked for staff's response. Public Services General Manager Cruz stated that even after last year's cancellation of the event, the Foundation was still able to provide the needed funding and hold the event. The city concentrated on minimizing the cost of part-time and full-time staff, and closely monitored their hours of their involvement.

Public Services General Manager Cruz stated that as the city will be challenged by an estimated \$2 million dollar deficit for the next fiscal year, it is unlikely that special events will be funded the same way as in the past. However, we should give them our cooperation up to those items that are not hard costs to the city. One



concern is that once a foundation determines to put on an event primarily on its own, it requests staff's assistance at the last minute, and the city does not have the staff budgeted for events.

On behalf of the Foundation, Alex Cainglet stated that they would take care of all the planning. He is asking that the city provide the venue itself. The Foundation would take care of everything else, including planning, the sound system, and clean up. Both Subcommittee members asked what he meant by "the venue," and to be specific. Per Alex Cainglet, the "venue" includes one stage, tents, chairs, tables, and canopies. This is the extent of the involvement he is requesting from the city.

Sub-committee member Santarina motioned that the foundation will care of everything, except set up and break down. Sub-committee Chair Dear asked how much that would cost. Public Services General Manager Cruz said between \$12,000.00 and \$15,000.00. Alex Cainglet asked for \$15,000.00. Sub-committee Chair Dear said not to exceed \$15,000.

For the record, Sub-committee Chair Dear asked each of the Foundation's representatives if they agreed with the terms. He received individual affirming replies so that they cannot come back and say that they did not agree.

Recreation Superintendent Hicks, Sr., asked if that is without the use of any full time staff in the planning of the event. "Yes," was the reply. They also stated that the Foundation will not need to use the Veterans Park meeting room; they will meet at their facility instead. Sub-committee Chair Dear asked staff to provide a detailed budget of the event for the March 16, 2011, City Council meeting.

It was a unanimous vote by the sub-committee to support the Foundation which will handle all aspects of the event, except set up and break down.

Sub-committee Chair Dear directed Public Services General Manager Cruz to inform staff of the new process for special events, that a sub-committee has been formed to review and discuss requests before they go to the City Council.

The next sub-committee meeting will review the Special Event Fee Waiver Policy/SMP.

There was some discussion as to whether or not the funding allocation recommended for the Philippine Independence Day Foundation should be acted on by the City Council at its March, 16, 2011, meeting. It will be reported on by Interim City Manager Graves when discussing actions of all City Council Sub-committees.

RECOMMENDATION for the City Council Policy Sub-Committee:

1. DISCUSS and PROVIDE direction.

ACTION: Submit a budget for the Philippine Independence Day Celebration associated with the set up and tear down of stages(s), canopies, chairs, and tables to the Philippine Independence Day Foundation. The City Council will fund these costs up to \$15,000.00. The Foundation will pay all other costs and will not utilize city staff or facilities to stage its event. Staff will bring back Special Event Fee Waiver SMP at a future City Council Sub-committee meeting. Staff will also notify community groups that they can submit fee waiver requests for the sub-committee's review.

ORAL COMMUNICATIONS

ADJOURNMENT



**2011 Philippine Independence Day Celebration
Summary of Rental Cost of City Equipment**

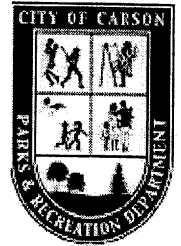
| Item | Quantity | Cost | Total |
|----------------------------------|-----------------|-------------|-------------------|
| Round Tables | 20 | \$15.00 | \$300.00 |
| Banquet Tables | 60 | \$10.00 | \$600.00 |
| Stage Pieces | 45 | \$20.00 | \$900.00 |
| Stage Stairs | 2 | \$20.00 | \$40.00 |
| Stage Skirting | 8 | \$10.00 | \$80.00 |
| Stacking Plastic Chairs (Public) | 600 | \$0.90 | \$540.00 |
| 20'x40' Canopies | 10 | \$125.00 | \$1,250.00 |
| 10'x10' Canopies | 32 | \$75.00 | \$2,400.00 |
| Podium | 1 | \$60.00 | \$60.00 |
| Table Clothes | 20 | \$10.00 | \$200.00 |
| Truck #1126 | 1 | \$200.00 | \$200.00 |
| Truck #744 | 1 | \$250.00 | \$250.00 |
| Truck #854 | 1 | \$150.00 | \$150.00 |
| Sink (Fr. Farmer's Market) | 1 | \$200.00 | \$200.00 |
| Portable Sink | 2 | \$150.00 | \$300.00 |
| Stand-up Sink | 2 | \$125.00 | \$250.00 |
| Metal Folding Chairs (Vendors) | 25 | \$0.90 | \$22.50 |
| Barricades | 20 | \$5.00 | \$100.00 |
| Dance Floor (CCC) | 30 | \$10.00 | \$300.00 |
| Total | | | \$8,142.50 |



Corporate Yard

2400 East Dominguez Street
Carson, CA 90810

(310) 847-3570



Veterans Park
22400 Moneta Avenue
Carson, CA 90745

Facility Permit

Status: Approved

Customer Type: No Charge

Authorized Agent: Mike Whittiker

Home: (310) 830-9997

| DATE/USER | PERMIT NUMBER | CHARGES | DISCOUNT | TAXES | REFUNDS & CREDITS | PAYMENTS | NEXT PAYMENT DUE | BALANCE DUE |
|-----------------------------|---------------|-----------|----------|--------|-------------------|----------|------------------|-------------|
| 03/29/2011 Colleen Ungos | 16998 | \$9042.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 03/23/2011 | \$9042.00 |

RESERVATIONS

| EVENT NAME | FACILITY | CENTER |
|---|----------------------------|--|
| Philippine Ind Day Celebration Type: Rental | VTP Activity Room | Veterans Park 22400 Moneta Avenue Carson, CA 90745 |
| DATES RESERVED | HRS | DATES RESERVED |
| Friday - 07/08/2011 | 08:00 AM to 10:00 PM 14 | Saturday - 07/09/2011 08:00 AM to 10:00 PM 14 |
| Total Number of Dates: 2 | | Total Number of Hours: 28 |

NOTES:

| EVENT NAME | FACILITY | CENTER |
|---|----------------------------|--|
| Philippine Ind Day Celebration Type: Rental | VTP Ball Diamond 1 | Veterans Park 22400 Moneta Avenue Carson, CA 90745 |
| DATES RESERVED | HRS | DATES RESERVED |
| Friday - 07/08/2011 | 08:00 AM to 10:00 PM 14 | Saturday - 07/09/2011 08:00 AM to 10:00 PM 14 |
| Total Number of Dates: 2 | | Total Number of Hours: 28 |

NOTES:

| EVENT NAME | FACILITY | CENTER |
|------------|----------|--------|
|------------|----------|--------|



Philippine Ind Day Celebration

VTP Ball Diamond 2

Veterans Park
22400 Moneta Avenue
Carson, CA 90745

Type: Rental

| DATES RESERVED | | HRS | DATES RESERVED | | HRS |
|--------------------------|----------------------|-----|---------------------------|----------------------|-----|
| Friday - 07/08/2011 | 08:00 AM to 10:00 PM | 14 | Saturday - 07/09/2011 | 08:00 AM to 10:00 PM | 14 |
| Total Number of Dates: 2 | | | Total Number of Hours: 28 | | |

NOTES:

| EVENT NAME | FACILITY | CENTER |
|---|-------------------------------|--|
| Philippine Ind Day Celebration Type: Rental | VTP Basketball Court 1 | Veterans Park 22400 Moneta Avenue Carson, CA 90745 |

| DATES RESERVED | | HRS | DATES RESERVED | | HRS |
|--------------------------|----------------------|-----|---------------------------|----------------------|-----|
| Friday - 07/08/2011 | 08:00 AM to 10:00 PM | 14 | Saturday - 07/09/2011 | 08:00 AM to 10:00 PM | 14 |
| Total Number of Dates: 2 | | | Total Number of Hours: 28 | | |

NOTES:

| EVENT NAME | FACILITY | CENTER |
|---|-------------------------------|--|
| Philippine Ind Day Celebration Type: Rental | VTP Basketball Court 2 | Veterans Park 22400 Moneta Avenue Carson, CA 90745 |

| DATES RESERVED | | HRS | DATES RESERVED | | HRS |
|--------------------------|----------------------|-----|---------------------------|----------------------|-----|
| Friday - 07/08/2011 | 08:00 AM to 10:00 PM | 14 | Saturday - 07/09/2011 | 08:00 AM to 10:00 PM | 14 |
| Total Number of Dates: 2 | | | Total Number of Hours: 28 | | |

NOTES:

| EVENT NAME | FACILITY | CENTER |
|---|-------------------------|--|
| Philippine Ind Day Celebration Type: Rental | VTP Grass Area 1 | Veterans Park 22400 Moneta Avenue Carson, CA 90745 |

| DATES RESERVED | | HRS | DATES RESERVED | | HRS |
|--------------------------|----------------------|-----|---------------------------|----------------------|-----|
| Friday - 07/08/2011 | 08:00 AM to 10:00 PM | 14 | Saturday - 07/09/2011 | 08:00 AM to 10:00 PM | 14 |
| Total Number of Dates: 2 | | | Total Number of Hours: 28 | | |

NOTES:

| EVENT NAME | FACILITY | CENTER |
|---------------------------------------|---|--|
| Philippine Ind Day Celebration | VTP Kitchen - Small Refrigerator | Veterans Park 22400 Moneta Avenue Carson, CA 90745 |



Type: Rental

Carson, CA 90745

| DATES RESERVED | | | DATES RESERVED | | |
|--------------------------|----------------------|-----|---------------------------|----------------------|-----|
| | | HRS | | | HRS |
| Friday - 07/08/2011 | 08:00 AM to 10:00 PM | 14 | Saturday - 07/09/2011 | 08:00 AM to 10:00 PM | 14 |
| Total Number of Dates: 2 | | | Total Number of Hours: 28 | | |

NOTES:

| EVENT NAME | FACILITY | CENTER |
|---|-------------------------------|--|
| Philippine Ind Day Celebration Type: Rental | VTP Patio - Stage Area | Veterans Park 22400 Moneta Avenue Carson, CA 90745 |

| DATES RESERVED | | | DATES RESERVED | | |
|--------------------------|----------------------|-----|---------------------------|----------------------|-----|
| | | HRS | | | HRS |
| Friday - 07/08/2011 | 08:00 AM to 10:00 PM | 14 | Saturday - 07/09/2011 | 08:00 AM to 05:00 PM | 9 |
| Total Number of Dates: 2 | | | Total Number of Hours: 23 | | |

NOTES:

| EVENT NAME | FACILITY | CENTER |
|---|--|--|
| Philippine Ind Day Celebration Type: Rental | VTP Picnic Grass Area 2 - On hill | Veterans Park 22400 Moneta Avenue Carson, CA 90745 |

| DATES RESERVED | | | DATES RESERVED | | |
|--------------------------|----------------------|-----|---------------------------|----------------------|-----|
| | | HRS | | | HRS |
| Friday - 07/08/2011 | 08:00 AM to 10:00 PM | 14 | Saturday - 07/09/2011 | 08:00 AM to 05:00 PM | 9 |
| Total Number of Dates: 2 | | | Total Number of Hours: 23 | | |

NOTES:

| EVENT NAME | FACILITY | CENTER |
|---|------------------------------|--|
| Philippine Ind Day Celebration Type: Rental | VTP Recreation Room 1 | Veterans Park 22400 Moneta Avenue Carson, CA 90745 |

| DATES RESERVED | | | DATES RESERVED | | |
|--------------------------|----------------------|-----|---------------------------|----------------------|-----|
| | | HRS | | | HRS |
| Friday - 07/08/2011 | 08:00 AM to 10:00 PM | 14 | Saturday - 07/09/2011 | 08:00 AM to 10:00 PM | 14 |
| Total Number of Dates: 2 | | | Total Number of Hours: 28 | | |

NOTES:

| EVENT NAME | FACILITY | CENTER |
|---|----------------------------|--|
| Philippine Ind Day Celebration Type: Rental | VTP Tennis Courts 1 | Veterans Park 22400 Moneta Avenue Carson, CA 90745 |



- **Small refrigerator use with kitchen rental.
- **NO alcoholic beverages allowed on park premises. (C.M.C. 4209)
- **NO smoking on park premises. (C.M.C. 41107)
- **NO littering/vandalism of park property. (C.M.C. 5309).
- **All parking is on a first come, first serve basis.

**The City of Carson will not be responsible for any parking violations received or any towed vehicles while using our facilities.

Signature _____ Date _____

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****PERMITS MAY BE CANCELLED OR DENIED IN FAVOR OF CITY PROGRAMS.**

- **Please leave all areas reserved clean to ensure security deposit refund.
- **Please allow 4-6 weeks after event date for security deposit refund.
- **Autos are prohibited on park premises except for parking lot.
- **NO alcoholic beverages allowed on park premises. (C.M.C. 4209)
- **NO smoking on park premises. (C.M.C. 4110.7)
- **NO amplified sound to exceed a distance of 50 feet. (C.M.C. 95-1058)
- **NO dogs allowed on park premises. (C.M.C. _____)
- **NO littering/vandalism of park property. (C.M.C. 5309)
- **NO vending or peddling of food, drinks or other items on park premises. (C.M.C. 4118.1)
- **All parking is on a first come, first serve basis.
- **The City of Carson will not be responsible for any parking violations received or any towed vehicles while using our facilities.
- **Fees are subject to change without notice.

Signature _____ Date _____

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Fees are subject to change without notice.



**2011 Philippine Independence Day
Summary of City Staff & Outside Service and Equipment Costs**

| Obj Code | Estimated Cost | Note |
|--|---------------------|---|
| 5003 Overtime - F/T Recreation Staff (See pg. 14 of report) | | LBM Overtime Salary (Full-Time Staff) Recreation Staff |
| | \$ 6,197.96 | |
| | \$ 1,900.51 | |
| | <u>\$ 8,098.47</u> | |
| 5004 Temp/PartTime (See pgs. 15 & 16 of report) | \$ 3,402.91 | P/T Recreation Staff (Load/Set-up/Breakdown/Unload) |
| | <u>\$ 3,402.91</u> | |
| Total City Staff Time | \$ 11,501.38 | |
| 6004 Professional Services | | Overnight Security (Service Provided by Central Parking System) |
| | \$ 315.08 | |
| | <u>\$ 315.08</u> | |
| 6005 Contract Services Sheriff | \$ - | Sheriff cost undetermined |
| 7013 Vehicle/Equipment Rental (Rental of Non-city Equipment) | \$ 560.00 | Forklift (United Rental) |
| | \$ 520.00 | Truck Rentals (United Rental) |
| | \$ 400.00 | Generator (United Rental) |
| | | Hot/cold sink/Portable Restrooms (A-1 Portable Services & Mission Valley Sanitation) |
| | \$ 860.00 | |
| | <u>\$ 2,340.00</u> | |
| Total Outside Services & Equip. | \$ 2,655.08 | |
| Grand Total | \$ 14,156.46 | |



Philippine Independence Day Celebration

| | No. of hours | OT Rate | Cost | Medicare at 1.45% | CalPERS at 24.699% | Total Cost |
|--|---------------|----------|----------|-------------------|--------------------|------------|
| Landscape & Building Maintenance: | | | | | | |
| Friday - Set-Up & Install: | | | | | | |
| 1 Buildings Maintenance Supervisor | 4 hours | 55.40193 | \$221.61 | \$3.21 | \$54.73 | \$279.56 |
| 1 Electrician | 9 hours | 41.46923 | \$373.22 | \$5.41 | \$92.18 | \$470.82 |
| 1 Lead Facilities Maintenance Technician | 9 hours | 45.60275 | \$410.42 | \$5.95 | \$101.37 | \$517.75 |
| 2 Facilities Maintenance Technician I/II | 9 hours each | 39.40097 | \$709.22 | \$10.28 | \$175.17 | \$894.67 |
| Saturday - Event: | | | | | | |
| 1 Electrician | 18 hrs. | 41.46923 | \$746.45 | \$10.82 | \$184.36 | \$941.63 |
| 2 Custodians (1 male and 1 female) | 6-8 hours ea. | 34.48695 | \$551.79 | \$8.00 | \$136.29 | \$696.08 |
| 1 Facilities Maintenance Technician I/II | 6-10 hours | 39.40097 | \$394.01 | \$5.71 | \$97.32 | \$497.04 |
| 1 Groundsworker I or II | 6-9 hours | 39.98277 | \$359.84 | \$5.22 | \$88.88 | \$453.94 |
| Saturday - Tear Down: | | | | | | |
| 1 Lead Facilities Maintenance Technician | 7 hours | 45.60275 | \$319.22 | \$4.63 | \$78.84 | \$402.69 |
| 3 Facilities Maintenance Technician I/II | 7 hours each | 39.40097 | \$827.42 | \$12.00 | \$204.36 | \$1,043.78 |
| Total LBM | | | | | | \$6,197.96 |
| Recreation: | | | | | | |
| Friday - Set-Up & Install: | | | | | | |
| 1 Sr. Rec Center Supv | 5 hours | 55.65288 | \$278.26 | \$4.03 | \$68.73 | \$351.03 |
| 1 Rec Coordinator | 7 hours | 48.00288 | \$336.02 | \$4.87 | \$82.99 | \$423.89 |
| Saturday - Event: | | | | | | |
| 1 Sr. Rec Center Supv | 2 hours | 55.65288 | \$111.31 | \$1.61 | \$27.49 | \$140.41 |
| 1 Rec Center Supv | 2 hours | 51.68943 | \$103.38 | \$1.50 | \$25.53 | \$130.41 |
| Saturday - Tear Down: | | | | | | |
| 1 Sr. Rec Center Supv | 7 hours | 55.65288 | \$389.57 | \$5.65 | \$96.22 | \$491.44 |
| 1 Rec Coordinator | 6 hours | 48.00288 | \$288.02 | \$4.18 | \$71.14 | \$363.33 |
| Total Recreation | | | | | | \$1,900.51 |
| Grand Total | | | | | | \$8,098.47 |



ACTUAL PART-TIME DOLLARS:
 BUDGETED PART-TIME DOLLARS:
 ACTUAL PART-TIME HOURS:
 BUDGETED PART-TIME HOURS:

\$ 2,004.57
 165

Submitted by: _____
 Approved by: _____

PID - Permits

| PAY RATE | HOURS | STAFF | TOTAL \$ | EMPLOYEE | Tear-Down | | | Unload Trucks | | | Load Trucks | | | Set-up |
|----------|-------|-------|-------------|-----------------------|-----------|----------|---------|---------------|-----------|----------|-------------|---------|---------|---------|
| | | | | | SATURDAY | SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | | | |
| \$ 35.00 | | | \$ - | Park Supervisor | | | | | | | | | | |
| \$ 21.70 | | | \$ - | Assist. Supvr. (PERS) | | | | | | | | | | |
| \$ 21.70 | | | \$ - | Assist. Supvr. (PERS) | | | | | | | | | | |
| \$ 16.95 | | | \$ - | Assist. Supvr. (PERS) | | | | | | | | | | |
| \$ 15.83 | 27 | 1 | \$ 427.41 | Rec. Assist. IV | 6:00 PM | 11:59 PM | 8:00 AM | 1:00 PM | | | 10:00 AM | 4:00 PM | 7:00 AM | 5:00 PM |
| \$ 12.37 | | | \$ - | Rec. Assist. IV | | | | | | | | | | |
| \$ 13.58 | 27 | 1 | \$ 366.66 | Rec. Assist. III | 6:00 PM | 11:59 PM | 8:00 AM | 1:00 PM | | | 10:00 AM | 4:00 PM | 7:00 AM | 5:00 PM |
| \$ 12.30 | 27 | 1 | \$ 332.10 | Rec. Assist. III | 6:00 PM | 11:59 PM | 8:00 AM | 1:00 PM | | | 10:00 AM | 4:00 PM | 7:00 AM | 5:00 PM |
| \$ 10.62 | | | \$ - | Rec. Assist. III | | | | | | | | | | |
| \$ 10.65 | 27 | 1 | \$ 287.55 | Rec. Assist. II | 6:00 PM | 11:59 PM | 8:00 AM | 1:00 PM | | | 10:00 AM | 4:00 PM | 7:00 AM | 5:00 PM |
| \$ 10.65 | 27 | 1 | \$ 287.55 | Rec. Assist. II | 6:00 PM | 11:59 PM | 8:00 AM | 1:00 PM | | | 10:00 AM | 4:00 PM | 7:00 AM | 5:00 PM |
| \$ 10.11 | 15 | 1 | \$ 151.65 | Rec. Assist. II | 6:00 PM | 11:59 PM | 8:00 AM | 1:00 PM | | | | | 7:00 AM | 5:00 PM |
| \$ 10.11 | 15 | 1 | \$ 151.65 | Rec. Assist. II | 6:00 PM | 11:59 PM | 8:00 AM | 1:00 PM | | | | | 7:00 AM | 5:00 PM |
| | | | \$ - | Rec. Assist. I | | | | | | | | | | |
| | | | \$ - | Rec. Assist. I | | | | | | | | | | |
| | 165 | 7 | \$ 2,004.57 | | | | | | | | | | | |

