

City Council:

Mayor Nury Martinez

Mayor Pro Tem Julie Ruelas

Councilmember Steven Veres

Councilmember Dr. José Hernández

Councilmember Maribel De La Torre



NOTICE AND AGENDA OF SPECIAL MEETING

SAN FERNANDO CITY COUNCIL

**Tuesday, July 29, 2008
5:00 p.m.**

NOTICE IS HEREBY GIVEN that the San Fernando City Council will hold a Special Meeting on **Tuesday, July 29, 2008, at 5:00 p.m.** in the Multipurpose Room at Cesar E. Chavez Park, located at 208 Park Avenue, San Fernando, California 91340.

The **AGENDA** for this meeting is as follows:

CALL TO ORDER/ROLL CALL

PLEDGE OF ALLEGIANCE

INVOCATION

APPROVAL OF AGENDA

PUBLIC STATEMENTS – WRITTEN/ORAL

There will be a three (3) minute limitation per each member of the audience who wishes to make comments in order to provide a full opportunity to every person who desires to address the City Council. Only matters contained in this notice may be considered.

NEW BUSINESS

- 1) **APPROVAL OF PURCHASE OF FURNITURE FOR THE SAN FERNANDO REGIONAL POOL FACILITY**

Recommend that the City Council approve the purchase of furniture from MDB Design Group for the San Fernando Regional Pool Facility in an amount not to exceed \$40,000.

NOTICE AND AGENDA OF SPECIAL MEETING

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2) APPROVAL OF FEE SCHEDULE FOR THE SAN FERNANDO REGIONAL POOL FACILITY

Recommend that the City Council approve the fee schedule for the San Fernando Regional Pool Facility.

CONTINUED BUSINESS

3) SAN FERNANDO POOL FACILITY UPDATE

- a) Project Construction
 - i) Project Time Line
- b) Management and Operations
 - i) Short-Term Operations
 - ii) Long-Term Operations
- c) Grand Opening and Dedication Ceremony

CITY COUNCIL ITEM

4) SAN FERNANDO REGIONAL POOL FACILITY DISCUSSION ON OUTSTANDING CONSTRUCTION ITEM AND OPENING DATE

This item is placed on the agenda by Council Members Steven Veres and Maribel De La Torre.

GENERAL COUNCIL COMMENTS

STAFF COMMUNICATION

ADJOURNMENT

NOTICE AND AGENDA OF SPECIAL MEETING

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I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted at Cesar E. Chavez Park and on the City Hall bulletin board not less than 24 hours prior to the meeting.



Laura Valdivia, Deputy City Clerk

Signed and Posted: July 28, 2008 (4:50 p.m.)

Agendas and complete Agenda Packets (including staff reports and exhibits related to each item) are posted on the City's Internet Web site (www.sfcity.org). These are also available for public reviewing prior to a meeting in the City Clerk's Office.

Any public writings distributed by the City Council to at least a majority of the City Council regarding any item on this special meeting agenda will also be made available at the City Clerk's Office at City Hall located at 117 Macneil Street, San Fernando, CA, 91340 during normal business hours. In addition, the City may also post such documents on the City's Web Site at www.sfcity.org.

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 (818) 898-1204 at least 48 hours prior to the meeting.

PUBLIC WORKS & PARKS DEPARTMENT

MEMORANDUM

TO: Mayor Nury Martinez and Councilmembers

FROM: José E. Pulido, City Administrator
By: Ron Ruiz, Temporary Public Works and Parks Director



DATE: July 29, 2008

SUBJECT: Approval of Purchase of Furnishings for the San Fernando Regional Pool Facility

RECOMMENDATION:

It is recommended that the City Council approve the purchase of furniture from MDB Design Group for the San Fernando Regional Pool Facility for an amount not to exceed forty thousand dollars.

BACKGROUND:

1. On September 3, 2002, Los Angeles County Supervisor Zev Yaroslavsky provided \$500,000 contingent upon the approval of a grant award to the City from the State's Murray-Hayden Grant Program.
2. On November 8, 2002, the City received confirmation of a \$2.7 million grant from the State of California Department of Parks and Recreation, Murray-Hayden Urban Parks and Youth Services Program, Safe Neighborhood Parks, Clean Water, Clean Air, and Coastal Protection Bond Act of 2000.
3. On December 2, 2002, the City Council directed staff to form a San Fernando Regional Pool Ad Hoc Committee consisting of one member of the City Council (Mayor Pro Tem Maribel De La Torre), a representative from the Recreation and Community Services Commission (David Rodriguez), a Public Works Department representative (Michael S. Drake), a representative from Administration (Jose E. Pulido), and a representative from the Recreation and Community Services Department (Dan LaBrado).
4. On May 5, 2003, the City Council awarded an Architectural Services Design Contract to Maple Dell + McClelland Architects (MDM) in the amount of \$418,400 to design the San Fernando Regional Pool Facility it should be noted that MDM's team included MDB Design Group as a sub-contractor.
5. On March 29, 2004, demolition of the existing pool and support facilities began.

Approve the Purchase of Furniture for the San Fernando Regional Pool Facility

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6. On May 3, 2004, the City Council approved an agreement with the Los Angeles Community Development Commission (CDC) for a \$3 million Community Development Block Grant (CDBG) Section 108 Loan.
7. On June 7, 2004, the City Council approved the San Fernando Regional Pool Facility Project design, as indicated in Resolution No. 6978.
8. On July 6, 2004, the City Council awarded a swimming pool contract to Nadar, Inc., of Altadena, California, in the amount of \$2,198,700 and rejected all other Trade Contract Multi-prime Construction Bids.
9. On August 5, 2004, the City Council rejected all Prime Contractor bids for construction of the proposed building and site work for the San Fernando Regional Pool Facility and directed staff to re-bid the project.
10. On November 24, 2004, staff was notified by the CDC that the City had demonstrated a good faith effort in procuring a contractor for the construction of the pool building and that the City may proceed with a negotiated procurement for the construction.
11. On December 6, 2004, the City Council rejected all Prime Contractor bids for construction of the proposed building and site work for the San Fernando Regional Pool Facility, and directed staff to proceed with negotiated contract procurement in accordance with the guidelines developed between the City and the CDC.
12. On December 16, 2004 Nadar, Inc. was issued a change order in the amount of \$30,000 for the mass excavation for the competition pool and recreation pool, including site grading, bringing the total contracted amount to \$2,228,700.
13. On December 28, 2004, Nadar, Inc. was issued a notice to proceed for the San Fernando Regional Pool.
14. On August 3, 2005, staff initiated the negotiated bid process and advertised the request for prequalification of contractors. Several complimentary packages were mailed to interested contractors.
15. On September 6, 2005, a new San Fernando Regional Pool Project Ad Hoc Committee was formed consisting of Mayor Julie Ruelas and Mayor Pro Tem Nury Martinez.
16. On August 22, 2005, staff received seven prequalification packages from interested contractors. After analyzing the documents, staff determined that all of the contractors were well qualified to perform the job and sent each of them a set of plans and specifications in hopes of obtaining their bid.
17. On September 26, 2005, the City Clerk received one bid for construction of the building and site work for the San Fernando Regional Pool Facility. The bid amount was \$11,273,000.

18. On November 21, 2005, the City Council approved a recommendation by staff to reject the bid received on September 26, 2005.
19. On March 22, 2006, the Pool Ad Hoc Committee met and gave staff direction to secure a loan for the San Fernando Regional Pool Facility gap through the Redevelopment Agency.
20. On June 19, 2006, the Fiscal Year 2006-2007 Redevelopment Agency (RDA) Budget was approved by the Agency and City Council. The RDA budget included the estimated repayment for the pool loan to fund the project gap and to be paid with future tax increment funds.
21. On September 18, 2006, the CDC approved the City's request to go out to bid for construction services for the San Fernando Regional Pool Facility.
22. On October 2, 2006, at a Special Meeting of the City Council/Redevelopment Agency, bond funding options for the Project were presented to the City Council for consideration.
23. On November 20, 2006, the City Council and the Redevelopment Agency adopted a Resolution Approving the Issuance, Sale and Delivery of San Fernando Redevelopment Agency Civic Center Redevelopment Project (Project No. 3) Tax Allocation Bonds, Series 2006.
24. On December 7, 2006, a Request for Proposals (RFP) for a Project Manager for the San Fernando Regional Pool Facility was advertised in the Daily News.
25. On December 21, 2006, bids closed for the construction of the San Fernando Regional Pool Facility, and a total of four bids were received.
26. On December 27, 2006, the San Fernando Regional Pool Ad Hoc Committee met to review the proposals and associated costs.
27. On January 8, 2007, a Study Session was conducted to review the proposals and provide staff with direction.
28. On January 9, 2007, a RFP for Labor Compliance Professional Services for the San Fernando Regional Pool Facility Construction was advertised in the *Daily News*.
29. On January 16, 2007, at the City Council meeting, the City Council awarded a \$9,542,538 contract to Novus Construction for the construction of the San Fernando Regional Pool Facility. At the same meeting, the City Council awarded a \$298,000 contract to DMR Team for Project Management and a \$109,000 contract to Maple Dell + McClelland to continue their design services for the San Fernando Regional Pool.
30. On January 23, 2007, the invitation for Labor Compliance Services RFPs closed, and a total of nine proposals were received.

31. On January 23, 2007, a pre-construction meeting was held with all contractors for the San Fernando Regional Pool Facility.
32. On February 5, 2007, the City Council awarded a \$24,000 contract to Padilla and Associates for Labor Compliance Services for the San Fernando Regional Pool Facility.
33. On February 12, 2007, a notice to proceed was issued to Novus Construction to begin work.
34. On February 20, 2007, the City Council approved a contract amendment for the San Fernando Regional Pool Project awarded to Nadar, Inc. to extend the term of the agreement.
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36. On June 18, 2007, the City Council requested that all change orders greater than \$100,000 be brought before them for approval.
37. On November 2, 2007, DMR Team, Inc. notified the temporary Public Works and Parks Director, that the drywell needed to be relocated from its original design location.
38. On December 19, 2007, DMR Team, Inc. informed Novus Construction that a change order for a retaining wall and curb and gutter work, not in the original scope, required City Council approval, since it was anticipated to exceed \$100,000.
39. On December 28, 2007, the Pool Ad Hoc Committee met to discuss change orders and contingency costs for the Project. At the Committee meeting City staff and the Project Manager, John Wolitarsky, presented options and recommendations regarding the project contingency as described in this report.
40. On January 11, 2008, The Pool Ad Hoc Committee gave direction to staff to schedule a City Council Study Session regarding the pool facility recommendations and agendaize any additional items for the City Council's consideration.
41. On January 16, 2008, a Request for Proposals was issued in the *Daily News* for the Management and Operation of the San Fernando Regional Pool Facility.
42. On February 6, 2008 a bidder's conference was held in the Conference Room at Cesar E. Chavez Park in order to offer prospective bidders an opportunity to meet with staff regarding any questions they may have regarding the proposal.
43. On February 7, 2008, an addendum was issued to extend the deadline for submission of the Request for Proposals for the Management and Operation of the San Fernando Regional Pool Facility from February 12, 2008 to February 20, 2008.
44. On February 11, 2008, an addendum was issued to extend the deadline for submission of the Request for Proposals for the Management and Operation of the San Fernando Regional Pool Facility from February 20, 2008 to February 26, 2008.

45. On February 21, 2008, a second bidder's conference was held in the Conference Room at Cesar E. Chavez Park in order to allow for more bidders to meet with staff due to the fact that the deadline was extended.
46. On February 26, 2008, one proposal was received from USA Pools for the Management and Operation of the San Fernando Regional Pool Facility.
47. On February 27, 2008, the Swimming Pool Ad Hoc Committee met to discuss the proposal received from USA Pools for the Management and Operation of the San Fernando Regional Pool Facility.
48. On March 3, 2008, the City Council approved an amendment to the MDM Contract terms and compensation.
49. On March 4, 2008, the Swimming Pool Ad Hoc Committee met and decided to recommend that the City Council reject the proposal from USA Pools for the Management and Operation of the San Fernando Regional Pool Facility.
50. On April 15, 2008, a study session was conducted to allow staff to provide an update on the San Fernando Regional Pool project and seek guidance on the operations.
51. On April 21, 2008, a study session was conducted to discuss an accelerated schedule and maintenance and operations.
52. On April 29, 2008, a Pool Operations and Programming Ad Hoc meeting was held to discuss the selection of a pool operator.
53. On May 5, 2008, a study session was held and staff presented a construction update and presented information on the proposed operation and management of the San Fernando Regional Pool.
54. On May 15, 2008, the Pool Operations and Programming Ad Hoc meeting was held to discuss the selection of a pool operator.
55. On May 19, 2008, a study session was held and staff presented a construction update and presented information on the proposed operation and management of the San Fernando Regional Pool.
56. On June 2, 2008, a study session was conducted in which staff provided a construction update and information regarding the operation and management of the San Fernando Regional Pool, by the County of Los Angeles.
57. On July 5 through July 16, 2008, city staff requested informal bids and met with three vendors for Phase I furniture items for the facility. The vendors included, Office Depot, Corporate Express and MDB Design Group.

58. On July 22, 2008, the Pool Operations and Programming Ad Hoc Committee met to review fees, discuss purchase of furniture, the opening and dedication ceremony, and review facility programming.
58. On July 22, 2008, staff, the City Attorney and Jeff Julian of the San Fernando Aquatics Foundation (SFAF) met. The meeting was scheduled to discuss agreement deal points, facility programming and a fee schedule for the maintenance and operation of the San Fernando Regional Pool Facility.
59. On July 23, 2008, through the informal bid process, staff selected MDB Design Group for the purchase of Phase I furnishings for the facility for \$23,605.

ANALYSIS:

As the construction of the building nears completion, it is time for the City to purchase the necessary interior and exterior furnishings in time for the tentative Grand Opening of August 9, 2008. City staff organized the purchase of furnishings for the San Fernando Regional Pool Facility into Phase I and Phase II to allow staff to focus on the purchase of furniture items that are essential for the immediate opening of the facility. Phase I furniture includes the interior lobby, life guard station, and exterior patio area tables and chairs. Phase II includes the training room on the first floor, and the second floor office and multi-purpose room.

Phase I

The Phase I procurement process is complete. These furnishing were purchased from MDB Design Services on July 23, 2008 and are expected to arrive close to the Grand Opening of the Facility. Staff solicited bids through the informal bid process and received three proposals from: 1) Corporate Express; 2) Office Depot; and 3) MDB Design Group. Based on staff's review of these informal proposals, MDB Design Group was selected because they were the lowest bidder and more importantly because the selection, quality, and type of furniture proposed was superior to those proposed by the other two vendors. Specifically, the style of the individual items presented by Corporate Express and Office Depot did not fit with the architectural theme of the overall building. MDB Design Group is a sub-contractor of MDM architect, and has already been working on the San Fernando Pool Facility, coordinating the interior finishes for the building.

The three informal bids consisted of the following:

VENDORS	AMOUNT
Corporate Express	\$24,448.87
Office Depot	\$24,673.66
MDB Design Group	\$23,605.00

Phase II

Through this report, staff is recommending the approval to purchase additional furnishings for Phase II. Based on the informal bids received by staff for Phase I it was ascertained that Phase II would exceed the \$25,000 limit under the City's informal bid process.

Phase II includes the furnishing of the following facility areas:

- Public Relations Office
- Multi-Purpose/Aquatics Training Room
- Lifeguard Supervisor Office
- 2nd Floor Reception Area
- 2nd Floor Executive Office
- 2nd Floor Vestibule Area
- 2nd Floor Multi-Purpose/Banquet Room

Bid Process

The continued use of MDB Design Group would insure that the furniture selected is consistent with the overall craftsman style architecture of the building. Per MDB, the estimated total for the remaining purchase of furnishing is \$40,000, which under normal circumstances would require a formal bidding process. However, in order to expedite the purchase of furnishings for the remaining facility rooms, staff is seeking a bidding exception as allowed in the municipal code on the basis that it is impractical and incongruous to use the City's formal bid process (Attachment "A") for the following reasons:

Unique historical knowledge and expertise of the project:

MDB Design Group has been working exclusively with the architect team designing the interior finishes for the building. They have worked closely with the City's architect to develop the concept and overall vision of the interior rooms for the project. Consequently, MDB had a key role in the design plans and specifications for the facility. Over the last year during the City's efforts to complete this project, MDB has provided ongoing consulting for the project as needed.

MDB Design Group has the historical and technical knowledge of the project gained through their development of the interior design and specifications. This firm has access to unique vendors offering lifetime guarantees on most items, at wholesale prices that will save the City a considerable amount of money.

Time is of the essence:

An effort to secure a design company to purchase the furniture for the remaining rooms using the formal bid process would have an impact on the opening and the dedication ceremony schedule which is set for August and early September 2008. Going through the bidding process for a designer to select furniture would be infeasible with the construction completion date so close. City staff would need a couple of months to bid

the project; a new design firm would need additional time to become familiar with the project and the MDM drawings and specifications. In addition, lead times for furniture orders of this type would require a minimum of 10 to 12 weeks which would delay delivery of the furniture and impact the City's ability to rent the rooms.

If the City Council chooses not to approve the purchase of furnishings through MDB Design Group, staff will commence a formal bidding process and/or consider renting of furniture for a certain period of time. The renting of furniture will most likely not provide better quality furniture but it would make the multipurpose room immediately available for use.

A new formal bidding process will most likely require a substantial period of time because a new vendor will have to spend considerable time to meet with the project architect to become familiar with the project. Time would be lost coordinating the architect's work with another designer's interpretation of the design. Staff's recommendation would allow for the continuation of the design and review of the project by a team member of the original design firm providing continuity as well as design accountability.

CONCLUSION:

City staff is recommending that the City Council approve the purchase of furnishings from MDB Design Group for the San Fernando Regional Pool Facility as described in Phase II. Furthermore, staff recommends that the formal bidding process not be used due to MDB's unique position to offer products which complement the facility's architecture, and use of interior space as originally intended. MDB Design Group is a sub-contractor of MDM and has been a part of the team; planning and designing for this project since the conceptual stage.

BUDGET IMPACT:

The FY 2008-2009 Adopted Budget (Fund 41-Equipment Replacement Fund) includes the funding for the purchase of furniture for the facility.

ATTACHMENT:

A. Bid Procedure

ATTACHMENT "A"

DIVISION 6. PURCHASING*

The City of San Fernando Municipal Code (listed below) provides for a provision under Division 6, Purchasing, Subdivision I, In General, Sec. 2-806 Bidding exceptions, (a) Definitions. Impractical means incapable of being performed by the bid procedure.

Subdivision I. In General

Sec. 2-806. Bidding exceptions.

(a) *Definitions.* For purposes of this section the following words, terms and phrases, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:

Emergency means circumstances or conditions that pose an immediate threat to public health, welfare or safety as determined by the city administrative officer for which no time exists to seek council action or approval, if otherwise such action or approval were required.

Impossible means actual impossibility or extreme and unreasonable difficulty or expenses.

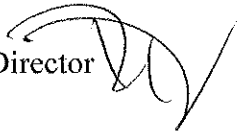
Impractical means incapable of being performed by the bid procedure.

Incongruous means not suitable to the bid procedure.

PUBLIC WORKS AND PARKS DEPARTMENT

MEMORANDUM

TO: Mayor Julie Ruelas and Councilmembers

FROM: José E. Pulido, City Administrator
By: Ron Ruiz, Temporary Public Works and Parks Director 

DATE: July 29, 2008

SUBJECT: Approval of Fee Schedule for the San Fernando Regional Pool Facility

RECOMMENDATION:

It is recommended that the City Council approve a fee schedule (Attachment "A") for the San Fernando Regional Pool Facility.

BACKGROUND:

1. On September 3, 2002, Los Angeles County Supervisor Zev Yaroslavsky provided \$500,000 contingent upon the approval of a grant award to the City from the State's Murray-Hayden Grant Program.
2. On November 8, 2002, the City received confirmation of a \$2.7 million grant from the State of California Department of Parks and Recreation, Murray-Hayden Urban Parks and Youth Services Program, Safe Neighborhood Parks, Clean Water, Clean Air, and Coastal Protection Bond Act of 2000. Concurrent with the grant, the City also received a \$500,000 commitment from Los Angeles County.
3. On December 2, 2002, the City Council directed staff to form a San Fernando Regional Swimming Pool Ad Hoc Committee consisting of one member of the City Council (Mayor Pro Tem Maribel De La Torre), a representative from the Recreation and Community Services Commission (David Rodriguez), a Public Works Department representative (Michael S. Drake), a representative from Administration (Jose E. Pulido), and a representative from the Recreation and Community Services Department (Dan LaBrado).
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Team for Project Management and a \$109,000 contract to Maple Dell + McClelland to continue their design services for the San Fernando Regional Swimming Pool.

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42. On February 6, 2008 a bidder's conference was held in the Conference Room at Cesar E. Chavez Park in order to offer prospective bidders an opportunity to meet with staff regarding any questions they may have regarding the proposal.

43. On February 7, 2008, an addendum was issued to extend the deadline for submission of the Request for Proposals for the Management and Operation of the San Fernando Regional Swimming Pool Facility from February 12, 2008 to February 20, 2008.
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47. On February 27, 2008, the Swimming Pool Ad Hoc Committee met to discuss the proposal received from USA Pools for the Management and Operation of the San Fernando Regional Swimming Pool Facility.
48. On March 3, 2008, the City Council approved an amendment to the MDM Contract terms and compensation.
49. On March 4, 2008, the Swimming Pool Ad Hoc Committee met and decided to recommend that the City Council reject the proposal from USA Pools for the Management and Operation of the San Fernando Regional Swimming Pool Facility.
50. On April 15, 2008, a study session was conducted to allow staff to provide an update on the San Fernando Regional Swimming Pool project and seek guidance on the operations.
51. On April 21, 2008, a study session was conducted to discuss an accelerated schedule and maintenance and operations.
52. On April 29, 2008, a Pool Operations and Programming Ad Hoc meeting was held to discuss the selection of a pool operator.
53. On May 5, 2008, a study session was held and staff presented a construction update and presented information on the proposed operation and management of the San Fernando Regional Swimming Pool.
54. On May 15, 2008, the Pool Operations and Programming Ad Hoc meeting was held to discuss the selection of a pool operator.
55. On May 19, 2008, a study session was held and staff presented a construction update and presented information on the proposed operation and management of the San Fernando Regional Swimming Pool.

56. On June 2, 2008, a study session was conducted in which provided a construction update and information regarding the operation and management of the San Fernando Regional swimming Pool, by the County of Los Angeles.
57. On June 12, 2008, city staff contacted several companies to discuss furniture designs and options for the Pool facility. Three informal bids were collected: 1) Corporate Express, 2) Office Depot, and 3) MDB Design Group.
58. On July 16, 2008, the City met with MDB Design Group to discuss recommendations for furnishing the San Fernando Pool Facility.
59. On July 21, 2008, staff forwarded the proposed fee schedule to Jeff Julian, the representative for the San Fernando Aquatics Foundation.
60. On July 21, 2008, staff forwarded the proposed fee schedule to the County of Los Angeles Aquatic representative for review.
61. On July 21, 2008, the County of Los Angeles Aquatic representative provided input with a few minor modifications to the fee schedule proposed by staff.
62. On July 22, 2008, the Pool Operations and Programming Ad Hoc met to review fees, discuss purchase of furniture, the opening and dedication ceremony, and review the programming.
63. On July 22, 2008, staff, the City Attorney and Jeff Julian of the San Fernando Aquatics Foundation (SFAF) met.
64. On July 23, 2008, MDB Design Group submitted an invoice to place an order to purchase the furniture for the initial areas selected. A check was issued to begin processing to ensure timely delivery of furniture.

ANALYSIS:

Staff is proposing the use of the attached fee schedule, during the duration of joint operation of the San Fernando Regional Swimming Pool by the City of San Fernando and the County of Los Angeles. While this fee schedule may vary from the fee schedule that will be proposed by a permanent operator, it is in-line with comparable and surrounding facilities. The goal was to have a seamless transition from the interim operator to the permanent operator, this may not be totally possible, but every effort will be made to reach that goal. With the transition from a temporary operator to a permanent operator most likely transpiring during the winter months, it is anticipated that the impact will be less apparent, then if the transition occurred during busier months.

While the Municipal Code does not require that the City Council approve the fee schedule for the operation of the San Fernando Municipal Swimming Pool, however, staff felt it important that City Council approve the proposed fee schedule. The fees which are being proposed are based on

local comparable facilities. Research was conducted in conjunction with City staff and the County of Los Angeles Aquatics staff, to develop what is believed to be a fair market fee schedule for rental of the pools and entrance fees. At this time it is not recommended that a fee schedule be set for programming, aside from swim lessons, the remainder of the program fees will be determined by a breakeven analysis.

CONCLUSION:

It is recommended that the City Council approve staff's recommendation, to ensure that a fee schedule is in place prior to the facility opening.

BUDGET IMPACT:

As part of the working budget spreadsheet fees have been factored into the operating costs, without an approved fee schedule the budget estimate will not be met.

ATTACHMENT:

A. Proposed Fee Schedule

San Fernando Regional Swimming Pool Proposed Fees

Entry Fees

- 2 & Under for free
- \$2.00 for 3 - 16
- \$3.00 for 16 - 55
- \$2.00 for 55+

Swim Lessons

- \$35 - \$40 for 8 days @ 35 min/session or \$50 for 10 days @ 35 min/session
- \$35 for weekend lessons (4 - 45 minute sessions)
- \$100 private swim lessons (4 - 45 minute sessions)

Rentals

Lane Rentals

- \$6.00 per lane/hr for non-profit (resident) + \$100.00 deposit
- \$8.00 per lane/hr non-profit (non-resident) + \$200.00 Deposit
- \$12.00 per lane/hr commercial use + \$500.00 Deposit

Sectional Rentals (i.e. water polo, diving, SCUBA, etc.)

- \$60 - \$70 per hour

Classes

Cost for all other classes will be based on demand and revenue generation and may include the following:

- Water Aerobics
- Beginning Diving
- Water Safety
- Parent/Child Class

Locker Rentals (includes lock - \$5.00 refundable deposit for key)

- Annual Rentals - \$36 per year (only 50% of all lockers will be available for annual rental – once filled a waiting list will be developed).
- Daily Rentals - \$3.00 for large lockers and \$1.50 for small lockers per rental period up to 4 hours.

Bag Check - No Charge

CITY COUNCIL

MEMORANDUM

TO: Mayor and City Council Members

FROM: Council Members Steven Veres and Maribel De La Torre

DATE: July 29, 2008

SUBJECT: San Fernando Regional Pool Facility Discussion on Outstanding Construction Item and Opening Date

We have placed this item on the agenda for City Council discussion.