



Legislation Text

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Staff Report for a City of San Leandro City Council Resolution Approving Adjustments to Facility Rental Fees, including fees for the Surlene Grant Community Room, for Fiscal Year 2021-2022.

SUMMARY AND RECOMMENDATIONS

Staff conducted a facility rental fee survey of facilities comparable to the Surlene Grant Community Room and propose adjustments as detailed in the attached rental fee rate sheet. Staff recommends the City Council approve the proposed adjustments to these fees.

BACKGROUND

The South Office Space Planning project was completed back in 2014 for the conceptual design on how to remodel a portion of the first floor of the Police Building and the non-theater portion of the Civic Center South Offices. Once approved and funded for design and construction, it became the Police Building and South Offices Modifications project. The design phase started in late 2016 and was completed in summer 2018. In Spring 2017, the theater area was added to the scope as a new community meeting room to provide:

- A meeting space to replace the South Offices Conference Room that will be demolished as part of the project
- A location where Council Work Sessions or public meetings may be held and livestreamed for those who are unable to attend meetings in-person
- A meeting space for public rental/use
- A secondary Emergency Operation Center (EOC)

Construction at the South Offices started in February 2019 and the Police Department moved in during mid-April 2021 with construction currently in-progress at the Police Building. The meeting room was officially named in honor of Surlene Grant, an African American woman who was the first member of color to serve on the San Leandro City Council in 1998, by the City Council on January 16, 2018. Surlene Grant has expressed an interest in securing community donations to provide the ability for San Leandro nonprofit organizations a one-time meeting room reservation/rental free of costs/fees during the fiscal year 2022-2023.

The recommended fees are attached to the resolution that accompanies this report.

Fiscal Impacts

The proposed fee adjustments will generate additional revenue to the General Fund under "Rental Fees" and monitored by the Recreation and Human Services Department.

ATTACHMENT

Proposed Facility Rental Rate Sheet

PREPARED BY:

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