



# CITY OF SAN MATEO

City Hall  
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## Agenda Report

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Agenda Number: 4

Section Name: {{section.name}}

File ID: {{item.tracking\_number}}

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**TO:** Park and Recreation Commission

**FROM:** Sheila Canzian

**PREPARED BY:** Parks and Recreation Department

**MEETING DATE:** March 02, 2022

**SUBJECT:**  
Proposed Parks and Recreation Fee Schedule for FY 2022-23

### **RECOMMENDATION:**

Recommend to the City Council adoption of the proposed FY 2022-23 fee schedule for Parks and Recreation facilities and miscellaneous fees as provided in Attachment 1 of the Administrative Report.

### **BACKGROUND:**

Each year the City reviews and adjusts fees. Generally, fees are adjusted by the Cost of Living Adjustment (COLA) for the previous year. The Finance Department has identified the official COLA for this year to be 3.8%. The recommended fee changes for the Parks and Recreation Department are detailed in Attachment 1. As the COLA increase is at a high, the department is only changing fees to streamline or adjust to market. Recreation has added 5 new fees for athletic facility rentals where the intended use is commercial; streamlined a facility rental for the King gymnasium and Parks is introducing a new temporary access permit fee for parks. Typically, new fees or fee increase recommendations are based on information gathered from market surveys or other industry standards. In some cases, it has become practice to maintain fees at the same rate and then recommend a more reasonable increase as opposed to raising them incrementally every year. Parks and Landscape Resources staff annually revises the fee schedule (Section VI, L) to reflect changes in the Park in-Lieu/Park Impact Fees however this year these will remain unchanged as they are being reviewed with findings and actions to be detailed at a later time.

### **BUDGET IMPACT:**

Most recommended changes would not have a significant impact on the Department's budgeted revenue outside of COLA. For fees related to Park in-Lieu or Park Impact, the impact is always unknown since revenue depends on economic factors enabling a project to proceed and is out of our control.

### **ENVIRONMENTAL DETERMINATION:**

This recommendation is not a project subject to CEQA, because it is a government fiscal activity which does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment. (CEQA Guidelines Section 15378(b)(4).)

### **NOTICE PROVIDED**

All meeting noticing requirements were met.

### **ATTACHMENTS**

- Att 1 - Proposed Fee Schedule
- Att 2 - New Fees – Parks
- Att 3 - New Fees – Recreation

Att 4 - Excess of CPI  
Att 5 - Other Changes

**STAFF CONTACT**

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