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Title:	CONSIDER A FEE WAIVER FOR THE USE OF THE CONGRESSWOMAN JUANITA MILLENDER-MCDONALD COMMUNITY CENTER FOR THE ERASTO R. BATONGMALAQUE FOUNDATION/LOS ANGELES REGIONAL FOOD BANK (CITY COUNCIL)				
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Report to Mayor and City Council

Tuesday, September 10, 2019

Discussion

SUBJECT:

CONSIDER A FEE WAIVER FOR THE USE OF THE CONGRESSWOMAN JUANITA MILLENDER-MCDONALD COMMUNITY CENTER FOR THE ERASTO R. BATONGMALAQUE FOUNDATION/LOS ANGELES REGIONAL FOOD BANK (CITY COUNCIL)

I. SUMMARY

This item is on the agenda at the request of Mayor Pro Tem Cedric Hicks and Councilmembers Lula Davis-Holmes and Jim Dear.

At its May 18, 2015, meeting, the City Council approved an extension of an existing fee waiver for an additional four years through June 30, 2019, enabling the Erasto R. Batongmalaque (ERB) Foundation to utilize portions of the Congresswoman Juanita Millender-McDonald Community Center (Community Center) at no cost. Specifically, the organization was allowed to use the Carson-Dominguez Room and tables and chairs for its senior town hall meetings and a portion of the east parking lot for the Los Angeles Regional Food Bank (Food Bank) to distribute food to senior residents in need. The City Council is now being asked by ERB to consider an extension of the fee waiver for the organization's use of the equipment and the facility (both indoor and outdoor space) for an additional four

years through June 30, 2023.

II. RECOMMENDATION

1. Grant a fee waiver subject to ERB documenting that 75% or more of its program participants are residents of the City of Carson.

III. ALTERNATIVES

1. Grant a fee waiver subject to periodic audits by City staff confirming that 75% or more of the participants are City of Carson residents.
2. TAKE another action the City Council deems appropriate.

IV. BACKGROUND

Since 2016, the City has maintained a policy that enables non-profit organizations and other entities to use the Community Center at a reduced rate if certain requirements are met:

- **Non-Profit Rate:** (discount rate equal to 70% of full rate). Applies to local non-profit agencies typically organizations that are designated as 501(c)(3) and whose membership consist of 75% or more Carson residents or can show proof that services rendered or participation at a specific event includes 75% or more Carson residents.
- **Resident Rate:** (discount rate equal to 50% of full rate). Resident must be the applicant, show proof of residency and must be present at all times during the event
- **Government Rate:** Minimum rate of \$250 for 1-500 attendees, or \$500 for 501 or more attendees. Renter will also pay City's actual staff time multiplied by the rate of wages and benefits, plus the City's outof-pocket costs.
- **Flat Rate:** Rate of \$40 per month for non-profit 501 (c)(3) Carson-based organizations as defined above; with less than 30 attendees who meet for no more than two (2) hours, once per month

Several organizations have requested use of City facilities at no cost. Since 2010, the City Council has authorized fee waivers for the use of various areas of the Community Center for the Erasto R. Batongmalaque Foundation. These actions permitted the organization's use of the Carson Dominguez Room and equipment - tables and chairs - for monthly senior town hall meetings. This event provided seniors the opportunity to learn about a variety of topics, such as health and longevity, and advocacy and coalition building. Additionally, a sales representative from L. A. Health Plan, which was affiliated with the ERB Foundation, was present for these meetings. During the following four years, the fee waiver was extended several times. At its September 6, 2011, meeting, the City Council approved another extension, but added the following stipulations (as noted in Exhibit No. 1, pg. 13, under "Restated Amended Motion" of this report):

- An effort is made to recoup the hard costs the City is not receiving due to the fee waiver.

- If an individual or organization requests the Carson Dominguez Room on a day in which Dr. Jenny is using the room for the ERB Foundation, the individual or group that is willing to pay for the room be given the room use. Dr. Jenny would be given notice that her event cannot take place in that room.

Since that date, the City Council authorized two additional extensions, on July 17, 2012, and on July 1, 2014, for 24 months each (Exhibit Nos. 1 & 2). On May 18, 2015, the City Council added the ERB Foundation in a fee waiver request made by three other organizations (Exhibit Nos. 3 & 4). Proceeding this action, the Los Angeles County Food Bank collaborated with the ERB Foundation that resulted in an additional fee waiver for the use of part of the east parking lot for food distribution.

Today, the City Council is asked to consider a fee waiver extension for the use of the Carson Dominguez Room, tables, chairs, set-up, and 52 parking stalls along the southern end of the east parking lot for the Food Bank. The total monthly cost at the non-profit rate for this fee waiver is \$1,962.50, or \$23,550.00 annually, plus a one-time \$500.00 refundable deposit to secure the room (Exhibit No. 6). This amount is based on the following breakdown:

Item	Cost	Annual Total
Room Rental	\$720.50*	\$8,646.
Tables, Chairs & Set-up	\$722	\$8,664
Parking Stalls (52 stalls @ \$10/stall)	\$520	\$6,240
Total	\$1,962	\$23,550

*Room rental from 8:00 AM to 1:00 PM

V. FISCAL IMPACT

Should the City Council authorize extending the fee waiver, the City will not realize \$1,962.50 in revenue monthly, or \$23,550.00 annually, for the use of the Carson Dominguez Room, Community Center equipment, set-up, and a portion of the east parking lot.

VI. EXHIBITS

1. Erasto R. Batongmalaque Foundation Report, July 1, 2014, Item #23. (pgs. 4-16)
2. Minutes, July 1, 2014, Item #23. (pgs. 17-18)
3. Erasto R. Batongmalaque Foundation Report, May 18, 2015, Item #5. (pgs. 19-23)
4. Minutes, May 18, 2015, Item #5. (pg. 24)
5. Community Center Discounted Room Rental Rates Categories. (pg. 25)
6. Community Center Rental Rates. (pgs. 26-27)

1.

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