



FACILITY USE OVERVIEW

October 15, 2019

Purpose of the Presentation

- Follow up on the discussion from the October 1, 2019 BOE meeting
- Get an overview of the legal framework for public facility use
- Review the calculation of direct cost
- Gain an overview of District facilities and their cost recovery data
- Compare CVUSD to neighboring district fee schedules
- Get an inside look at the use of District facilities

California Legislation Framework for Public Facility Management

- The California Civic Center Act (*Education Code Section 38130*) authorizes a school district to grant the use of school facilities or grounds as a civic center, for specified purposes, upon terms and conditions deemed proper by the governing board.
- In September 2012, *Senate Bill 1404* expanded the definition of direct costs to include capital costs, establishing a consistent method by which school districts calculate fees for the use of school facilities or grounds by outside entities.
- In August 2016, *Assembly Bill 1557* amended the Civic Center Act to state that a recreational youth sports league is considered a non-profit only if it charges participants an average of no more than \$60 per month.
- Passed in September 2019 and in effect until January 2025, *Assembly Bill 1303* expanded on SB 1404 to authorize, and sometimes require, that a school district charge community groups for the *direct cost* of facilities, which includes operating and admin costs.

Facility Use 101

- The joint use of public school facilities offers educational, economic, and environmental benefits for both schools and communities.
- The public has a right to utilize school facilities, albeit under approved Board of Education policy.
- As a result, the facilities wear down much faster than they should.
- Facility use fees should go to ensuring proper maintenance of school facilities.
- A cost recovery analysis helps the district understand how much it should charge in order to recoup its costs and improve maintenance and upkeep of its facilities.
- The district uses Facilitron, which is an automated reservation and scheduling tool, that also gives access and insight into data.

How do we calculate Direct Cost(s)?

- 2019 AB 1303 defines direct cost: *“Direct costs” to the school district for the use of school facilities or grounds means the costs of supplies, utilities, janitorial services, services of school district employees, and salaries paid to school district employees directly associated with the administration of this section necessitated by the entity’s use of the school facilities or grounds.*
- Creating a fair fee structure that covers costs to ensure long term maximization of tax payer dollars can be challenging for districts.
- In order to determine the district’s hourly direct cost for operating and maintaining facilities, we use a formula originally introduced by the Center for Cities & Schools, based out of the University of California – Berkeley, and the 21st Century School Fund, in Washington DC.
- The non-profit organizations came together to build this joint-use calculator to help districts better understand how to calculate their direct costs for operating their facilities from their expenses, leading to better management of their facilities in the long run.

Cost Overview



OPERATING COST

- Utilities
- Maintenance & Operations Salaries & Benefits
- Custodial Salaries & Benefits
- Campus Security Costs
- Supplies & Equipment
- Specialized Building Management Cost (Theater, Pool, Kitchen, etc.)



PROGRAM COST

- Facility Use Management System Costs
- Staff Salaries & Benefits



CAPITAL COST

- Annual Replacement & Construction Cost for a Facility
- Building Construction Cost
- Depreciation Schedule for a Facility

Cost Analysis Equation

$$\frac{(\text{Operating Costs} + \text{Program Costs} + \text{Capital Costs})}{\text{Total Square Footage}} = \text{Facility cost per square foot}$$

$$\frac{\text{Average SF per Facility} \times \text{Facility Cost per SF}}{\text{Total Usable Hours}} = \text{Facility cost per hour}$$

- Operating Costs – Source: 2018-19 District data
 - Utilities, repair costs, custodial and maintenance workers' salaries
- Staff Costs – Source: 2018-19 District data
 - Staff salaries proportionate to the amount of time they spend on facility use management
 - Cost of platform used to manage facilities
- Capital Costs – Source: Commercial Construction Index
 - Annual replacement cost for a facility

$$\frac{(\text{SF of the facility type}) \times (\$/\text{SF replacement cost})}{\text{Depreciation Schedule}} = \text{Annual Capital Cost}$$

2018-19 Direct Cost(s)

Facility Rate Category*	Football Stadium	HS / MS Gym	Performing Arts Center	HS / MS Common Room	ES Multi-Purpose Room	Library	HS / MS Classroom	ES Classroom
Direct Cost Rate (Tier 2)	\$74	\$79	\$781/day	\$37	\$27	\$37	\$21	\$11
Fair Rental Rate (Tier 3)	\$248	\$79	\$781/day	\$178	\$148	\$178	\$101	\$91
Direct Cost	\$272	\$129	\$122	\$83	\$46	\$62	\$16	\$12

Facility Rate Category*	Kitchen	Practice Field	Baseball / Softball Field	Season Rate	Parking Lot	Blacktop / Basketball Courts	Tennis Courts	Pool
Direct Cost Rate (Tier 2)	\$37	\$13	\$13	\$1,300	\$0	\$13	\$13	\$108
Fair Rental Rate (Tier 3)	\$178	\$46	\$46	N/A	\$43	\$46	\$46	\$408
Direct Cost	\$64	\$45	\$44		\$23	\$20	\$23	\$191

*Does not include custodial or other staff charges

Comparative Analysis*

	CVUSD	CRPD	LVUSD	SVUSD	OPUSD
Football Stadium	\$74	--	\$54	\$70	\$75
HS/MS Gym	\$79	\$41.50	\$30/\$37	\$100	\$55
Performing Arts Center	\$781/day	\$639.50/day	\$54	\$735/day + staff	--
HS/MS Common Room	\$37	--	--	--	--
ES MPR	\$27	--	\$25	\$50	\$35
Library	\$37	\$17.50	--	--	--
HS/MS Classroom	\$21	--	\$13	\$15	\$20
ES Classroom	\$11	--	\$13	\$15	\$20
Kitchen	\$37	\$17.50	\$46	--	\$52
Practice Field	\$13	\$16	\$17	\$10	\$25
Baseball/Softball Field	\$13	\$16	\$17	\$20	\$25
Parking lot	\$0	--	\$31	\$15	\$25
Basketball Courts	\$13	\$16	\$9	\$10	\$10
Tennis Courts	\$13	\$7	\$10	\$10	--
Pool	\$108	--	\$61	--	--

*All rates are hourly unless otherwise indicated. Other fees may be associated with rentals (custodial, tech, kitchen, setup, etc.)

A look at the top 20 users

Organization (names withheld)	Rate Category	Hours	Facility Fees	Direct cost to District*
1	Category C / Fair Rental Cost	15,921	\$3,965	\$708,258
2	Written Agreement	7,834	\$55,456	\$521,158
3	Category B / Direct Cost	3,424	\$7,020	\$152,063
4	Category C / Fair Rental Cost	1,150	\$113,493	\$148,342
5	Category C / Fair Rental Cost	1,696	\$112,908	\$105,936
6	Category C / Fair Rental Cost	820	\$0	\$96,272
7	Category B / Direct Cost	2,170	\$20,050	\$96,159
8	Category B / Direct Cost / After-School Enrichment	1,852	\$2,600	\$82,046
9	Written Agreement	3,482	\$70,000	\$57,708
10	Category B / Direct Cost	288	\$33,024	\$54,929
11	Category B / Direct Cost	897	\$3,016	\$40,518
12	Category C / Fair Rental Cost	297	\$23,424	\$38,255
13	Category C / Fair Rental Cost	237	\$18,966	\$29,594
14	Category C / Fair Rental Cost	96	\$8,694	\$25,971
15	Category B / Direct Cost	94	\$6,278	\$25,563
16	Category B / Direct Cost	95	\$5,629	\$25,457
17	Category B / Direct Cost	220	\$17,802	\$24,574
18	Category B / Direct Cost	533	\$2,503	\$23,938
19	Category B / Direct Cost	214	\$6,292	\$20,408
20	Category B / Direct Cost	132	\$8,352	\$20,190

*Does not include custodial or other staff charges

Groups off fee schedule

Organization (names withheld)	Rate Category	2018-19	2019-20	Notes
1	Non-profit	\$1,300 total charged (4 fields) for the entire year	\$1,365 per field (4 fields) per 3 month season	1) 2018-19 year, the Renter was charged a one time fee of \$1,300 for each school site used (no matter the amount of fields used). 2) 2019-20 year, currently being charged \$1,365 per field per 3 month season. Payment has not been made as they are disputing the fees.
2	Non-profit	Custodial fees + supplies only, no facility charges	Custodial charges only (supplies are now included in the fees - they are not charged any facility fees)	No facility charges, just custodial.
3	Non-profit	\$1,300 total charge (1-3 fields) for the entire year	\$1,365 per field (1-3 fields) per 3 month season	2019-20 year, Renter has been charged \$1,365 per field per 3 month season. Payment has been made.
4	Non-profit	\$1,300 total charge (1 field) for the entire year	\$1,365 per field (1 field) per 3 month season	2019-20 year, Renter has been charged \$1,365 per field and has made payment.
5	Non-profit	"Legacy rate charge" - \$38/hr for football stadium use	"Legacy rate charge" - \$45/hr for football stadium use	Renter has been charged a "legacy rate charge" for the past 2 years. \$45/hr for football stadium use.
6	Non-profit	"Legacy rate charge" - \$38/hr for football stadium use	"Legacy rate charge" - \$45/hr for football stadium use	Renter has been charged a "legacy rate charge" for the past 2 years. \$45/hr for football stadium use.
7	Non-profit	"Legacy rate charge" - \$38/hr for football stadium use	"Legacy rate charge" - \$45/hr for football stadium use	Renter has been charged a "legacy rate charge" for the past 2 years. \$45/hr for football stadium use.
8	Non-profit	\$1,300 total charge (for all fields) for the entire year	\$1,365 per field per 3 month season	Per fee, per season.
9	Non-profit	\$1,300 total charge (4 fields) for the entire year + full custodial on the weekends	\$1,365 per field (4 fields) per 3 month season + custodial on the weekends	Custodial modified to beginning and end of daily use (outside use only, exterior entrance bathrooms).

A look at the top used facilities

Facility	Hours	Revenue	Direct cost to District
Football Stadium	686	\$56,605	\$186,558
Performing Arts Center	762	\$35,751	\$92,772
HS / MS Gym	3,800	\$313,974	\$490,258
HS / MS Common Room	247	\$14,564	\$20,440
ES Multi-Purpose Room	1,530	\$2,571	\$70,808
Library	333	\$1,148	\$20,772
HS / MS Classroom	4,583	\$98,531	\$71,700
ES Classroom	4,919	\$18,040	\$57,720
Kitchen	120	\$0	\$7,633
Practice Field	5,738	\$21,770	\$259,333
Baseball / Softball Field	20,739	\$38,744	\$918,769
Outdoor Area	407	\$4,684	\$18,009
Blacktop / Basketball Courts	1,236	\$13,005	\$24,374
Parking Lot	715	\$1,221	\$16,288
Tennis Courts	496	\$468	\$11,452
Pool	1,943	\$76,692	\$370,577
Restroom	230	\$93	\$0
Locker Room	13	\$75	\$0
Conference Room	16	\$0	\$243
Total all facilities and all user groups	48,513	\$697,936	\$2,637,706

Gap Analysis

Facility	Hours	Total Fees Recovered	Direct Cost
Football Stadium	686	\$56,605	\$186,558
Performing Arts Center	762	\$35,751	\$92,772
Gym	3,800	\$313,974	\$490,258
MPRs	1,777	\$17,135	\$91,248
Library	333	\$1,148	\$20,772
Classrooms	9,501	\$116,571	\$129,420
Kitchen	120	\$0	\$7,633
Grass Fields	26,477	\$60,514	\$1,178,102
Outdoor Area	407	\$4,684	\$18,009
Blacktop / Basketball Courts	1,236	\$13,005	\$24,374
Parking Lot	715	\$1,221	\$16,288
Tennis Courts	496	\$468	\$11,452
Pool	1,943	\$76,692	\$370,577
Locker Room / Restroom	243	\$168	\$0
Conference Room	19	\$0	\$243
Total	48,513	\$697,936	\$2,637,706

- Last fiscal year, the District recovered \$697,936 in total fees of its \$2,637,706 direct cost to operate those facilities (26.5%).
- The highest utilization of facility space by external groups was for grass fields, with 26,477 of 48,513 total hours of use (55%), with only 5% of the direct costs recovered.
- Currently, non-profit groups are charged a fraction of the District's direct costs, and some are charged nothing at all.
- The gap between the District's direct costs and what was recovered by external organizations was \$1,939,770 for the 2018-19 fiscal year.

Next Steps

- A committee has been formed
 - Principal from HS, MS, & ES
 - Facility use staff at District Office(s)
 - CRPD representative(s)
 - BOE member - TBD
- A public forum has been scheduled for November 18, 2019 at 6:00 p.m. in the University Center's MPR
- The committee will solicit feedback, review data, and develop recommendations for the BOE
- The annual fee schedule is typically released in the Spring of the preceding year (March or April)

Discussion