



Audit, Finance & Enterprise Committee Report

Date: April 14, 2016
To: Audit, Finance & Enterprise Committee
Through: Natalie Lewis, Deputy City Manager
From: Cindy Ornstein, Arts & Culture Department Director
Subject: Proposed Changes to Arts & Culture Department Fees and Charges Citywide

Strategic Initiatives



Purpose and Recommendation

The purpose of this report is to provide proposed clarifications to the FY 2016-17 Fees & Charges Schedule for the Arts & Culture Department.

Staff recommends that the City Council approve these clarifications.

Background

Every year, the Department reviews its Fees & Charges Schedule and determines if updates, additions, or deletions are needed for the following fiscal year. This determination is based upon a variety of factors, including fee increases in prior years, competition in the marketplace, and other considerations.

Discussion

The Department, in consultation with the Office of Management and Budget, and the City Attorney's Office, has identified several clarifications to the Fees & Charges Schedule. None of these clarifications include any new or increased fees.

The following is the list of proposed clarifying changes by section header which are documented in the attached Fee Recommendation Schedule:

Facility Use Fees

- Change the Merchandise fee from “0 to 30%” to “up to 30%”

Facility Use – Miscellaneous

- Add clarifying language to the section header to read, “Facility Use – Miscellaneous (pass-through reimbursement from clients)”.
- Add “reimbursement” after “Credit Card Fees” to clarify that credit card fees incurred are reimbursed by the client.
- Create new “Box Office” section header and move appropriate fees from Facility Use – Miscellaneous as noted in attached Fee Recommendation Schedule.
- Add “per ticket” after “Facility Restoration Fee”.

Art Studio-Classes

- Add “per student registration” to “Facility Restoration Fee”

Alternatives

City Council could choose not to recommend proposed clarifications to the fees & charges schedule. This would have the effect of leaving the current language in place.

City Council could also choose to recommend different clarifications to the fees & charges schedule.

Depending upon Council recommendations, current language could be altered or deleted.

Fiscal Impact

The proposed changes are meant as clarifications to existing information contained in the Department’s Schedule of Fees & Charges, and have no financial impact.

Coordinated With

The Arts & Culture Department worked with staff from the Office of Management and Budget, and the City Attorney’s Office in developing this Committee Report.

The Departments all concur with these proposed changes.

Fee Recommendation Schedule

**Department: Arts and Culture
Proposed Changes to Fees and Charges**

Document of Change: Resolution

Description of Services:	FY 15/16 Fee/Charge	Unit	FY 16/17 Fee/Charge (Effective 7/1/16)	Date Last Revised	16/17 Fiscal Impact	Notes
MESA ARTS CENTER						
<u>Facility Use Fees</u>						
Nesbitt/Elliott Playhouse						Name correction
Merchandise	0% to 30%		UP TO 30%		N/A	Verbiage change,
Administrative Service Fee	\$25.00-\$275.00			07/01/09		Moved from below Moved from below
<u>Facility Use - Miscellaneous (PASS-THROUGH REIMBURSEMENT FROM CLIENTS)</u>						
Marketing Services to Renters	Going Rate		No change	07/01/07		
Miscellaneous Equipment/Services	Going Rate		No change	01/03/05		
Labor, Additional Staff	Going Rate		No change			
Credit Card Fees, REIMBURSEMENT	Going Rate		No change			Verbiage change, Moved from above
<u>Box Office</u>						
Handling Fee, per ticket	\$0-\$7.00		No change	07/01/07		Moved from above
Ticket Printing Fees, per ticket	\$0.10-\$2.00		No change	01/03/05		Moved from above Verbiage change,
Facility Restoration Fee, PER TICKET	\$0-\$5.00		No change			Moved from above
<u>Art Studio-Classes</u>						
Performing Arts Classes						
Adults	\$17.00-no maximum		No change	10/05		
Youth	\$16.00-no maximum		No change			
Workshops	\$2.00-no maximum		No change			
Visual Arts Classes						
Adult	\$17.00-no maximum		No change			
Youth	\$9.00-no maximum		No change			
Workshops	\$2.00-no maximum		No change			
Facility Restoration Fee, PER STUDENT RESTORATION	\$0-\$5.00		No change			Verbiage change, moved from above

Plus Transaction Privilege (Sales) Tax, where applicable.