



## Item No. 17 Town of Atherton

### **CITY COUNCIL STAFF REPORT – REGULAR AGENDA**

**TO:** HONORABLE MAYOR AND CITY COUNCIL  
GEORGE RODERICKS, CITY MANAGER

**THROUGH:** ROBERT OVADIA, PUBLIC WORKS DIRECTOR

**FROM:** SALLY BENTZ-DALTON, PARK MANAGER/TOWN ARBORIST

**DATE:** JANUARY 20, 2021

**SUBJECT:** ADOPT A RESOLUTION AMENDING FEES FOR TENNIS KEY  
FEES FOR THE HOLBROOK-PALMER PARK TENNIS COURTS

### **RECOMMENDATION**

Review and adopt a resolution amending tennis court key fees for the Holbrook-Palmer Park Tennis Courts.

### **BACKGROUND**

Tennis Court Keys are sold on an annual basis to any person (resident or non-resident) who wishes to use the tennis courts at Holbrook-Palmer Park. The proceeds from the sale of keys are kept in a special Town fund to pay for maintenance and necessary appurtenances at the tennis courts. Fees for the tennis court keys and court access are included in the Town's Master Fee Schedule. Though most Town fees are required to be based on the actual costs of service, fees related to the rental of Park facilities can be based upon market conditions and are set at the discretion of the City Council.

At the Park & Recreation Committee meeting on October 7, 2020, Michael Jessup with Player Capital Tennis presented an update on the Tennis program. Mr. Jessup suggested that future court maintenance include a Titantrax overlay that would last longer than the seal coating materials currently used for court maintenance. Mr. Jessup suggested that use of the Titantrax overlay material would be a less expensive alternative to rebuilding the courts and would be more cost effective than seal coating the courts every 3 years or so.

Mr. Jessup advised the Committee that the cost of applying the Titanmax overlay coating would be approximately \$20,000 per court. To assist in covering the increased costs of maintenance, Mr. Jessup suggested raising the tennis court key rates. The Park & Recreation Committee Chair, Alex Keh, asked Mr. Jessup to come back with a proposal for applying the new Titantrax material to the courts and Mayor DeGolia proposed adding a discussion of the key fee to a future agenda. In

the meantime, Mr. Jessup sent out a survey to key holders asking them about a potential price increase.

At the November 4, 2020 Park & Recreation Committee meeting, Mr. Jessup returned to the Committee to present a potential tennis key fee increase proposal to pay for the new acrylic material resurfacing. He advised the Committee regarding the survey he conducted, indicating that there were approximately sixty-one (61) responses to the informal survey, with forty-seven (47) people responding yes to a \$50 increase and fourteen (14) responding no. At the end of the meeting a motion was made by Chair Keh to recommend to the City Council a \$50 increase for residents from \$50 to \$100 and a \$75 increase for non-residents to from \$200 to \$275. It was recommended that the courts be resurfaced with the new material starting with Court Number 2 in the first year and then if possible, to do another court every two years.

### **ANALYSIS**

The Town tries to resurface each court with a seal coat every 3 years. In 2020, the per court seal coat resurfacing cost was approximately \$8,000 per court. The court resurfacing included crack filling and a limited amount of taping prior to the application of the seal coating material. Due to the condition of the underlying court, this type of surface treatment is limited in its impact and a more comprehensive repair of the courts is warranted in the next few years. The limited surface treatment has allowed the tennis court to slowly accumulate reserves that could be used for more comprehensive repair work in the future.

On November 30, 2020, Mr. Jessup advised staff that the estimated cost of a Titantrax overlay is closer to \$35,000 per court, with additional maintenance treatments required approximately once every 5 years.

As indicated above, more comprehensive repair of the courts is warranted based on their underlying condition. It is estimated that the cost of reconstruction would be approximately \$60,000 to \$120,000 per court depending on the underlying condition of each court.

Staff discussed both the Titanmax surfacing and potential reconstruction of the courts with a tennis court contractor. The contractor recommended an asphalt overlay over the options of Titanmax and full reconstruction of the courts. Staff does not recommend resurfacing the courts with Titanmax at this time. Staff will continue to research overlay options which would greatly improve and extend the service life of the courts without full reconstruction. The fund balance for the Tennis Fund is approximately \$200,000. Staff does recommend an increase in the tennis key fee to build up the Tennis Fund balance. This will allow the Town to lengthen the life of the courts with an overlay and improve the courts within a few years' time.

Historic Fees and Charges for regular court usage – clay court access is charged separately:

<b>Year</b>	<b>Resident</b>	<b>Keys Sold</b>	<b>Non-Resident</b>	<b>Keys Sold</b>
2012	\$150	Not Available	\$200	Not Available
2013	\$150	52	\$200	10
2014	\$50	80	\$200	19

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<b>Year</b>	<b>Resident</b>	<b>Keys Sold</b>	<b>Non-Resident</b>	<b>Keys Sold</b>
2015	\$50	70	\$200	13
2016	\$50	86	\$200	13
2017	\$50	71	\$200	12
2018	\$50	38	\$200	4
2019	\$50	115	\$200	7
2020*	\$50	171	\$200	18

As listed in the table, the 2020 key fees are:

\$50/key Atherton Residents (Valid ID required) - Regular Courts

\$200/key Non-residents – Regular Courts

Separately, the Town provides access to the clay court via a separate key for residents and hourly charges for non-residents. The clay court access charges are as follows:

\$50/Atherton Residents (Valid ID required) – Clay Court

\$30/ per hour clay court usage (non-resident)

\* As of November 23, 2020, Atherton residents bought 171 keys and non-residents bought 18 keys. As well as 18 clay court keys were purchased by residents. Due to COVID-19, in 2020 tennis key sales were higher than in previous years.

With the proposed \$50/key (Atherton Residents) and \$75/key (Non-Residents) increase, as recommended by the Park and Recreation Committee, the 2021 key rates would be:

\$100/Atherton Residents – Regular Courts - 50% increase

\$50/Atherton Residents – Clay Court

\$275/Non-residents – Regular Courts – 37% increase

\$30/ per hour clay court usage (Valid ID Required)

The Council may consider additional options that are available with regards to the Tennis Key fee:

Option 1: Maintain the 2020 fees:

- Resident: 1 standard key = \$50
- Resident: 1 clay key = \$50
- Resident: clay court access = included in clay court key charge
- Non-Resident: 1 standard = \$200
- Non-Resident: clay court access = \$30/hour

Option 2: Raise the cost of the standard key fee (Recommended by Park & Recreation Committee):

- Resident: 1 standard key = \$100

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- Resident: 1 clay key = \$50
- Resident: clay court access = included in clay court key charge
- Non-Resident: 1 standard = \$275
- Non-Resident: clay court access = \$30/hour

Option 3: Raise the cost of the standard key fee and include the clay court fee for residents (Park & Recreation Committee did not consider this option):

- Resident: 1 standard key = \$100
- Resident: 1 clay key = included with standard key purchase (no-cost)
- Resident: clay court access = \$50 if a standard key isn't purchased
- Non-Resident: 1 standard = \$275
- Non-Resident: clay court access = \$30/hour

Option 3 was not considered by the Park & Recreation Committee. It would be to include the clay court key for no cost when a regular court key is purchased by a resident. For non-residents the hourly fee could remain. This year the sale of clay court keys by residents brought in \$900.

### **POLICY FOCUS**

The Holbrook-Palmer Tennis Courts are in subpar condition. The City Council's policy discussion should revolve around the setting of fees for use of the tennis facilities at Holbrook Palmer Park in a manner that supports future maintenance costs.

### **FISCAL IMPACT**

The increase of the key fee will help offset the cost of future court maintenance needs.

### **PUBLIC NOTICE**

Public notification was achieved by posting the agenda, with this agenda item being listed, at least 72 hours prior to the meeting in print and electronically. Information about the project is also disseminated via the Town's electronic News Flash and Atherton Online. There are approximately 1,200 subscribers to the Town's electronic News Flash publications. Subscribers include residents as well as stakeholders – to include, but be not limited to, media outlets, school districts, Menlo Park Fire District, service providers (water, power, and sewer), and regional elected officials.

### **COMMISSION/COMMITTEE FEEDBACK/REFERRAL**

This item \_\_\_ has or X has not been before a Town Committee or Commission.

- \_\_\_ Audit/Finance Committee (meets every other month)
- \_\_\_ Bicycle/Pedestrian Committee (meets as needed)
- \_\_\_ Civic Center Advisory Committee (meets as needed)
- \_\_\_ Environmental Programs Committee (meets every other month)

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- Park and Recreation Committee (meets each month)
- Planning Commission (meets each month)
- Rail Committee (meets every other month)
- Transportation Committee (meets every other month)
- Tree Committee (meets each month)

**ATTACHMENT**

1. Tennis Key Fee Resolution

RESOLUTION NO. 21-XX

A RESOLUTION OF THE CITY COUNCIL OF THE TOWN OF ATHERTON  
UPDATE FEES TO THE PARK AND BUILDING DEPARTMENT  
SECTION OF THE MASTER FEE SCHEDULE

WHEREAS, the City Council established a Master Fee Schedule for the Town in September, 2013;

WHEREAS, the Master Fee Schedule was amended on April 18, 2018, to include fees for the use of tennis court facilities at Holbrook-Palmer park;

WHEREAS, the Master Fee Schedule was updated by resolution on October 16, 2019 to include increase in fees with a labor component escalator based on cumulative labor costs since 2013;

WHEREAS, the Master Fee Schedule updated did not include an adjustment to the fees for the use of tennis court facilities at Holbrook-Palmer park; and

WHEREAS, it is proposed that the fees for the use of tennis court facilities at Holbrook-Palmer park be increased to provide additional funds for the maintenance of the tennis court facilities at Holbrook Palmer park.

\* \* \* \* \*

*NOW, THEREFORE, BE IT RESOLVED that the City Council of the Town of Atherton passed and adopted the fees in Exhibit A. I hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the Town of Atherton at a regular meeting thereof held on this 20<sup>th</sup> day of January 2021, by the following vote:*

AYES: Council Members:  
NOES: Council Members:  
ABSENT: Council Members:  
ABSTAIN: Council Members:

\_\_\_\_\_  
Elizabeth Lewis, Mayor

ATTEST:

\_\_\_\_\_  
Anthony Suber, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Mona G. Ebrahimi, City Attorney

## EXHIBIT A

Proposed fees to be adjusted/added to the Town Master Fee Schedule

<b>Resident/Non-Resident</b>	<b>Tennis Court Keys and Usage</b>	<b>Current Fee</b>	<b>Proposed Fee</b>
Resident	Standard Court Key	\$50	\$100
Resident	Clay Court Key	\$50	\$50
Resident	Clay court access	Included in clay court key charge	Included in clay court key charge
Non-Resident	Standard Court Key (1 key per household)	\$200	\$275
Non-Resident	Replacement Keys	\$100 (after purchase of 2 <sup>nd</sup> key)	\$100 (after purchase of 2 <sup>nd</sup> key)
Non-Resident	Clay Court Usage	\$30/hour	\$30/hour