SAN LEANDRO UNIFIED SCHOOL DISTRICT
BUSINESS AND OPERATIONS

To: Facilities and Technology Committee

From: Kevin Collins, Assistant Superintendent for Business and Operations
Dustin Brown, AEC Theater Supervisor

Date: April 5, 2017

Re: Arts Education Center Rental Rates

Staff is proposing an increase and consolidation of AEC rental rates. Rental rates were originally approved in January 2012. The only change since 2012 was to provide access to district schools and programs at no cost.

Attached to this memo are current rates as well as the proposed rates. AEC rental increases are being recommended to partially cover increased costs of theater supervision, custodial services, and utilities, to defray costs of facility maintenance, and to provide for future theater upgrades.

The AEC receives more requests than it can currently schedule, and current rates are lower than rates of similar facilities. The theater has generated an average of about $85,000 per year over the past four years.

Staff is proposing increases of custodial hourly charges of $10 to cover higher labor costs, and daily rental rate increases of up to $150. For simplification and brevity, some items on the original rental list, such as ushers and additional equipment rental, are removed from the updated list.

The proposed rates would go into effect July 1, 2017. Groups that have booked the facility prior to any approved rate increase would be charged at the original rate.

The district will investigate using Community Service Attendants to provide for facility access and supervision for user groups during the Theater Supervisor's days off. This could provide for additional school and community use and lease revenue.