

2025 ROOM RESERVATION FEES

GRF BOARD OF DIRECTORS | DECEMBER 5, 2024



Background

- **August 29, 2024** meeting of the GRF Board, the 2025 proposed Room Reservations fee schedule was presented – including renaming Set Up Fee to Impact Fee
- **August 30, 2024** the new Room Reservations application process was initiated.
  - Fee waivers noted for small groups who made use of the smaller rooms
  - Some reservations receiving this waiver required a set up.
- **Agenda | Review of Fee Schedule**
  - Review of **Resident Private Fees** (No Changes)
  - Review of **Clarifications** in Additional Fees
  - Review of **Community Rooms**
  - Review of **No Fee-No Service Rooms**
  - Re-defining Impact Fee to **Service Fee**

2025 Room Reservation Fees

2025 RESERVATION FEES	
FLAT RATE FEES (For Resident Private Reservation Only)	
Small Meeting Rooms - Up to 4 HRS	
Creekside: Bunker	$60
Creekside: Mulligan	$60
Dollar: Garden Room	$60
Dollar: Card Room 1	$30
Dollar: Card Room 2	$30
Dollar: Ivy	$30
Gateway: Multi-Purpose Room 1 (Kitchen Not Included)	$60
Gateway: Multi-Purpose Room 2	$60
Gateway: Multi-Purpose Room 3 (Kitchen Not Included)	$60

NO INCREASES



2025 Room Reservation Fees

FLAT RATE FEES (For Resident Private Reservation Only)	
Medium Meeting Room - Up to 4 HRS	
Gateway: Redwood Room	$85
Hillside: Vista Room (Kitchen Not Included)	$85
Mid-Size Meeting Room - Up to 4 HRS	
Creekside: Fairway	$175
Creekside: Club Room	$175
Event Center: Donner Room	$175
Theatre/Meeting Hall - Up to 4 Hours	$150
~~**No Fee Rooms**~~	
~~Dollar: Chess Room~~	~~0~~
~~Dollar: Card Room 3~~	~~0~~
~~Dollar: Eisenhower Room~~	~~0~~
~~Event Center: Echo Room~~	~~0~~
~~Hillside: Pine Room~~	~~0~~

NO INCREASES

These rooms are being replaced with new class of rooms.



2025 Room Reservation Fees

HOURLY + BLOCK RATES (For Resident Private Reservation Only)	
Large Rooms with Kitchen Included	
Gateway: Fireside + Kitchen	
Hillside: Diablo + Kitchen	
Minimum 2 Hours	$230
6 Hour Block	$590
12 Hour Block	$1,180
Additional Hour	$115
Event Center	
Tahoe Room (Ballroom) + Kitchen	
Minimum 2 Hours	$270
6 Hour Block	$700
12 Hour Block	$1,350
Additional Hour	$135

NO INCREASES



2025 Room Reservation Fees

HOURLY + BLOCK RATES (For Resident Private Reservation Only)	
Dollar Patio + Dining Space	
Minimum 2 Hours	$110
6 Hour Block	$300
12 Hour Block	$550
Additional Hour	$55
Peacock Plaza	
Minimum 2 Hours	$110
6 Hour Block	$300
12 Hour Block	$550
Additional Hour	$55

NO INCREASES



2025 Room Reservation Fees

HOURLY + BLOCK RATES FEES (Private Resident + Club Use)	2024 FEES
Picnic Grounds	$25

ADDITIONAL FEES (Private Resident + Club Use)	
Hourly Rates	
Tech Operator Standby	$40/Hour
Riser Set Up	$40/Hour
Sound Panels Set Up	$40/Hour
Additional Custodial Time	$40/Hour

NO INCREASES

Tech Time changed to **Tech Operator Standby** to differentiate between similarly named fee on following slide.

Riser Set Up was moved from flat rate on the following table to hourly.



2025 Room Reservation Fees

ADDITIONAL FEES (Private Resident + Club Use)	2024 FEES
Flat Rates	
AV Equipment (Projector, Mics, Laptop, etc.) * *This fee does not apply to a Club when they pay a Service Fee for use of a room and when they only require a plug-in to a pre-set sound and projection system using their own an audio device or laptop.* *Club must designate an AV person who will receive training on GRF's equipment.*	* $40
Portable Sound	$50
Warming Kitchens (If not included with room rate.)	$25
Full Kitchens (If not included with room rate.)	$50
~~Riser Set Up~~	Moved to Hourly
~~Coffee Service (Under Review)~~	Eliminated
Change Fee	$50
Deposit (Refundable Cleaning/Damage)	$500

AV Tech changed to **AV Equipment** to differentiate between similarly named fee on prior slide

NO INCREASES



2025 Room Reservation Fees

ADDITIONAL FEES (All Residents)
Community Rooms
Room
Event Center: Echo Room
Gateway: Redwood Room
Gateway: Fireside Lobby

NEW!

Community Rooms are shared spaces where multiple small groups and/or individual users may use the space concurrently.

Community Rooms may be used by any resident under the following conditions:

- No reservable times
- No reservable part of the room
- No recurring activity may take place
- No set up by custodial staff
- No cleaning in between uses
- No rearranging of furnishings
- No AV
- No food will be allowed
- These rooms may be closed/blocked out from time to time when adjacent spaces are reserved for a paid reservation.



2025 Room Reservation Fees

ADDITIONAL FEES (Private Resident + Club Use)	
No Fee No Service Rooms	
Room	**Occupancy**
Creekside: Bunker	14
Creekside: Mulligan	14
Dollar: Card Room 1	20
Dollar: Card Room 2	20
Dollar: Card Room 3	20
Dollar: Chess Room	20
Dollar: Eisenhower Room	15
Dollar: Garden Room	24
Dollar: Ivy Room	20
Gateway: MPR 1	24
Gateway: MPR 2	24
Gateway: MPR 3	48
Gateway: Oak Room *(Card/Table Games Only*	144
Hillside: Las Trampas *(Performing Arts Only)*	90
Hillside: Pine Room	14

NEW!

No Fee-No Service Rooms may be used if no services are needed:

- No set up by custodial staff
- No cleaning in between uses
- No rearranging of furnishings in between uses
- No moving of furnishings from one room to another
- No AV is requested
- No food will be allowed
- Recurring bookings may only be made by Clubs
- Only the rooms designated as No Fee-No Service can be requested as No Fee No Service



2025 Room Reservation Fees

ADDITIONAL FEES (Private Resident + Club Use)	2024 FEES
Flat Rates	
Service Fee (Includes 1 Mic)	
1-50 Guests	$25
51-100 Guests	$50
101-200 Guests	$95
200+ Guests	$175

NO INCREASES

Service Fees are required:

- For all rooms not designated as a No Fee-No Service rooms
- Any time any exception to the use of a Community Room or No Fee-No Service is requested.

~~**Set Up Fee**~~ changed to ~~**Impact Fee**~~ changed to **Service Fee**

2025 Room Reservation Fees

Examples of existing No Fee uses…

Scenario 1 – Club moves tables from one room to another, leaves trash in the room, damages flooring due to dragging tables, and uses the kitchen.

Scenario 2 – Club request no set up and uses a room that has been set up for a later reservation. But they regularly move the tables, so the room requires a second set up.

Scenario 3 – Club requests no set up – but requires that equipment is moved by Custodial from one room to another to accommodate their activity.

Scenario 4 – Club regularly follows another reservation and makes use of that prior set up with no fee. When the first reservation changes their set up, Club demands prior set up at no fee.

2025 Room Reservation Fees

Examples of inconsistent application of fees…

VISTA

Monthly + Weekly Meetings

✓ **7** Clubs are paying for their use

✗ **8** Clubs pay no fee

DIABLO

Monthly + Weekly Meetings

✓ **10** Clubs are paying for their use

✗ **6** Clubs pay no fee

2025 Room Reservation Fees

6,871
Total Reservations
based on verified history dates

4,409
Accommodated Requests for No Fee-No Service Reservations