# CITY OF SCOTTSDALE
# PARKS AND RECREATION DEPARTMENT

# SCHEDULE OF RATES AND FEES

# Effective July 1, 2026

## Section 1. Purpose

Throughout its history, the City of Scottsdale ("City") has developed open space and facilities for public uses and purposes. The Parks and Recreation Department's Schedule of Rates and Fees ("Schedule") is approved by City Council and provides the rates and fees associated with the use of City programs, facilities, and spaces managed by the Parks and Recreation Department ("Department")..

Many Parks and Recreation facilities including public areas within neighborhood, community, and specialty parks and buildings, are available for drop-in use without charge, unless reserved. Commercial activities are not considered drop-in uses and require a facility use permit. Facilities unavailable for drop-in use ("Non-Drop-In Facilities") include aquatic centers, kitchen facilities, the Sports Complexes (Scottsdale Sports Complex, Bell94 Sports Complex and Reata Sports Complex, herein referred to as "the Sports Complexes"), designated ball fields, and other facilities as determined appropriate by the City Manager or designee currently responsible for the daily operations within Parks and Recreation.

A portion of the City's associated operating costs will be recovered for specified facilities, programs, attractions, and uses from customers benefitting directly from the use of the facilities or participation in the programs.

Parks and Recreation fees and charges are reflected in this Schedule as set fees (Section 3) or formula fees (Section 4), and are reviewed periodically, per adopted City financial policy. This Schedule also establishes reduced rates for Scottsdale residents. The Department Representative, with the concurrence of the City Attorney's Office, may make exceptions to this schedule when the exceptions are consistent with the purposes of this schedule and community interests are served.

The priority of use of Parks and Recreation public facilities is as follows:

1. Uses programmed by facility staff to serve the facility's targeted patrons, as identified by the facility manager and the Department Representative.
2. Public uses where all or part of the associated operating costs will be recovered from customers benefitting directly from the use of the facilities or participation in the programs.
3. Use by City divisions for meetings and events.

## Section 2. Definitions

**Commercial Activity**. Use by any individual, group, organization, or business, other than the City, whose objective is to conduct business, or an undertaking intended for economic profit or private gain, whether income is realized, directly or indirectly, in or upon facilities designed to serve residents of the City and general public. Activities used to enhance the reputation or lead to income-generating work in the future are considered a commercial activity. This includes nonprofit organizations and educational groups that receive money from participants. Examples of commercial activities include, but are not limited to:

- An event managed or administered by a promoter (i.e., concerts, weddings).
- Instructional classes (i.e., health/wellness lessons, boot camps, fitness training, dog training, private sessions).
- An activity with or without an entry fee, which may result in an immediate or future profit (i.e., tax preparation, estate planning, investment education or counseling, sales promotions).
- Fundraising events conducted by for-profit or non-profit organizations.
- Camps or clinics.

*Exception to the commercial activity definition:*
Youth (18 and under) related organizations and/or groups that are not part of an educational institution are excluded from the definition of commercial activity for field and facility reservations utilized for youth-related practices and meetings. The appropriate resident, non-resident, league/tournament, or commercial fees will apply depending on the use.

**Drop-in Use**. Drop-in use is non-commercial use of public Parks and Recreation outdoor space and facilities (other than Non-Drop-In Facilities) that do not have a conflicting reservation and is without charge on a first-come, first-served basis, without having reserved the facility or space in advance.

**Non-Resident**. Anyone who does not live or own property within the corporate boundaries of the City. The Non-Resident definition does not apply to partner youth organization participants living outside the corporate boundaries of the City, but who are currently registered as a student with a school engaged in an active shared use agreement with the City, for the purposes of said partner youth organization activities.

**Processing Fee**. A nonrefundable fee that may be charged for processing registrations, reservations, permits, cancellations, withdrawals or other uses.

**Reservable and Non-Reservable Facilities**. Parks and Recreation facilities are designated as reservable or non-reservable as determined by the Department Representative. Reservable facilities can be reserved in advance of an activity. Reservations are granted higher priority and will displace drop-in users . Non-reservable facilities are not allowed to be reserved and are available for drop-in use only on a first-come, first-served basis.

**Resident**. Anyone who lives or owns property within the corporate boundaries of the City. Not all Scottsdale mailing addresses meet the criteria. Proof of city of Scottsdale residency may be required to determine if an applicant is eligible for a particular program and to determine the applicable fee. Partner youth organization participants living outside the corporate boundaries of the City, but who are currently registered as a student with a school engaged in an active shared use agreement with the City are considered Residents, for the purposes of said partner youth organization activities.

## Section 3. Fee Classifications and Policies

**Resident and Non-Resident Fee Classification**
Uses of and reservations for use of a Parks and Recreation facility and/or equipment may be subject to a Resident or Non-Resident fee unless the Reduced or No Fee classification, or Commercial Fee

classification is more appropriate. Resident and Non-Resident fees are not applicable to the rental of the Sports Complexes.

**Reduced or No Fee Classification**
The Reduced or No Fee classification may include, but is not limited to:

- Facility reservations and youth programming that collaborate with Scottsdale Unified School District where expenses are shared between both agencies.
- Public meetings with Federal and State Congressional Representatives when not, in the judgment of the City, related to elections for public office or ballot questions.
- Reciprocal use or benefit provided for in an intergovernmental agreement or otherwise authorized in a City agreement or contract.
- City authorized agreements with the concurrence of the City Attorney's Office.
- Use of facilities or equipment by City staff and other City divisions for City purposes.

Reservations subject to the Reduced or No Fee classification may still be responsible for the processing fee and out-of-pocket expenses, such as staffing, lighting, and utilities.

Notwithstanding the foregoing, with the concurrence of the City Attorney's Office, the Department Representative may waive or reduce fees for organizations that provide services to those in need, provide services as a substitute for a City program, or otherwise contract or partner with the City.

**Fee Assistance**. The fee assistance program provides assistance for select fee-based recreation classes and programs to eligible Scottsdale residents. Eligibility is based on income and written guidelines are available at the Leisure Education/Facility Booking Office or by searching "Fee Assistance Program" at ScottsdaleAZ.gov. Administrative staff verify eligibility criteria and oversee the approval process.

**Commercial Fee Classification**
The Commercial Fee classification applies to requests by an individual, organization, or business to use certain Parks and Recreation facilities and equipment for a commercial activity whether income is realized at the time of the use or not. Certain facilities such as tennis courts, weight rooms, and other facilities as determined by the Department Representative may only be scheduled for commercial activity outside of normal public use time or in designated low public use times or may not be available for commercial activities at all.

- Commercial activity requires adherence to City tax and license requirements.
- Commercial activity is not permitted for drop-in use and requires a facility use permit.
- Outdoor Commercial Use Fee. The Parks and Recreation Department reserves the right to assign designated commercial use areas within their outdoor facilities where the requested commercial use does not require a designated reservable facility. A commercial use permit is required, and permit fee will be charged for such reservation.

**Sports Complex Fee Classification**
A fee shall be charged to reserve any of the Sports Complexes unless the Reduced or No Fee classification is applicable. All uses require a reservation and a facility use agreement or permit containing terms and conditions governing such use and a requirement for the renter to follow the written rules and regulations of the applicable sports complex.

Sports Complex use fees are calculated to recover a portion of the costs directly related to day-to-day operation of the facility and include program staffing, contracted services, and commodities and are charged in addition to associated facility rental fees. Resident and non-resident fee classifications are not applicable at the Sports Complexes.

The Department Representative, with concurrence of the City Attorney's Office, may make the following rate adjustments to the Sports Complexes fees:

- Premium rate adjustments for larger and/or higher quality fields and primetime rentals for weekends and holidays
- Discounts for multiple rentals, non-primetime rentals, and youth-related activities

Receipt of direct, in-kind services, promotion, or marketing services in partial or full payment of fees when reasonable and in the best interests of the City. The fair market value of the in-kind services, promotion, or marketing services received by the City shall be used to determine the extent to which fees are offset.

**Daily Admission Fees**

All patrons entering a fee-based facility must check in and pay the daily admission fee (unless a paid member) regardless of their intended facility use. Daily admission includes use of all amenities at that facility that are available and in operation. Re-entry to the facility on the same day the daily admission is paid is permitted with a re-entry pass. Re-entry passes are issued upon request when leaving the facility. Hours of operation and specific facility amenities available upon re-entry are subject to change. Re-entry passes may only be redeemed at the issuing facility on the same day.

**Pilot Fees**

After approval by the Parks and Recreation Commission ("Commission"), the Department Representative may authorize fees or charges for programs, facilities, equipment, and other charges within Parks and Recreation to be conducted on a trial or pilot basis of approximately one year or less. Pilot periods assist the Parks and Recreation Department in assessing the success of new fees and determining whether to implement the fee on a long-term basis. Pilot fees must comply with all state law requirements; for example, providing all required notices and obtaining approval of the pilot fee by the Commission prior to fee implementation. The Department Representative may authorize, subject to compliance with state law and concurrence of the City Attorney's Office, one temporary extension of each pilot fee if further evaluation is needed before instituting the fee on a long-term basis. If implemented on a long-term basis, the fee is subject to approval by the City Council, which may be approved through the annual city budget process.

**Section 4. Set Fee Schedule**

| | | Resident | Non-Resident | Commercial |
|---|---|---|---|---|
| **Adult Sports** | | | | |
| Forfeit fee | Each Game | $15 | $15 | |
| Protest | | $10 | $10 | |
| **Aquatics-Cactus, Chaparral, Eldorado** | | | | |
| Pool Rental (plus lifeguards) | Per Hour | $30 | $60 | $120 |
| Public swimming daily admission, Adult | Per Person | $4 | $6 | |

| | | Resident | Non-Resident | Commercial |
|---|---|---|---|---|
| Public swimming daily admission, Youth | | $3 | $4 | |
| Lap swimming and Fitness Center daily admission, Adult | | $4 | $6 | |
| Lap swimming and Fitness Center daily admission, Youth | | $3 | $4 | |
| **Aquatics-Lap Lane Rentals** | | | | |
| Commercial – short course | Per Lane/ Per Hour | $12 | | |
| Commercial – long course | | $28 | | |
| Masters Swim (contracted team) – short course | | $7 | | |
| Masters Swim (contracted team) – long course | | $13 | | |
| Partner Team – short course | | $5 | | |
| Partner Team – long course | | $8 | | |
| Partner Team Dive Well | | $13 | | |
| **Aquatics-McDowell Mountain Ranch** | | | | |
| Public swimming daily admission, adult | Per Person | $7 | $10 | |
| Public swimming daily admission, youth | | $5 | $7 | |
| Lap swimming and Fitness Center daily admission, Adult | | $4 | $6 | |
| Lap swimming and Fitness Center daily admission, Youth | | $3 | $4 | |
| Pool Rental (plus lifeguards) | Per Hour | $40 | $80 | $160 |
| Courtyard (2 hour minimum) | | $25 | $50 | $100 |
| Island Rental (2 hour minimum, limit of 25 people) | | $20 | $40 | $80 |
| **Club SAR** | | | | |
| Daily Admission Pass | Per Person | $4 | $6 | |
| **Equipment Rental** | | | | |
| A/V Equipment | Per Event | $50 | $50 | $50 |
| Tennis ball machine-Court cost (day/evening) | Per Hour | $11/$15 | $11/$15 | |
| Tennis ball machine-Court cost (day/evening) | Per 1.5 Hours | $13/$17 | $13/$17 | |
| Tennis ball machine-Court cost (day/evening) | Per 2 Hours | $15/$19 | $15/$19 | |
| Tennis Ball Usage, Basket of Balls | Per Hour | $2 | $2 | |
| **Facility Rental-Indoor** | | | | |
| Extra Small (max capacity 20) | Per Hour | $5 | $5 | $5 |
| Small (less than 500sf, max capacity 30) | | $20 | $20 | $20 |
| Medium (501-1000sf, max capacity 79) | | $25 | $25 | $25 |
| Large (1001-2499sf, max capacity 149) | | $40 | $40 | $40 |
| Extra Large (2500+sf, capacity 150+) | | $60 | $60 | $60 |

| | | Resident | Non-Resident | Commercial |
|---|---|---|---|---|
| Commercial Kitchen – 1 hour minimum | | $15 | $30 | $60 |
| Kitchen | Per Day | $25 | $25 | $25 |
| **Facility Rental-Outdoor** | | | | |
| Amphitheater | Per Day | $50 | $100 | $200 |
| Court Lighting | Per Hour | $4 | $4 | $4 |
| Court/Tennis, Racquetball – Adult Daytime | Per Person/ 1.5 Hours | $3 | $5 | |
| Court/Tennis, Racquetball – Adult 6pm-9pm | | $5 | $8 | |
| Court/Tennis, Racquetball – Youth Daytime (Ages 12 and under) | | $2 | $3 | |
| Court/Tennis, Racquetball – Youth 6pm-9pm (Ages 12 and under) | | $3 | $5 | |
| Court/Tennis – Tournament - Non-team Event | Per player | $8 | $8 | $8 |
| Court/Tennis Tournament - School Use | Per hour, per court | $7 | $7 | $7 |
| Court/Tennis Tournament - Team Event | Per match | $10 | $10 | $10 |
| Tennis Tournament Deposit (applied to total event charges/refundable up to 60 days prior to the event) | Per event, per site | $250 | $250 | $250 |
| Court/Volleyball – Grass | Per Day | $5 | $5 | $5 |
| Court/Volleyball – Sand | Per Hour | $16 | $16 | $16 |
| Disc Golf Course | Per Day | | | $120 |
| Field - Daytime | Per Hour | $10 | $20 | $40 |
| Field - Evening (after 6pm) | | $25 | $35 | $55 |
| Field - Tournament and League Daytime | | $30 | $30 | $30 |
| Field – Tournament and League Evening (after 6pm) | | $45 | $45 | $45 |
| Field Preparation – Standard | Per Field Prep | $35 | $35 | $35 |
| Field Preparation – Custom | | $50 | $50 | $50 |
| Multiuse Path | Per Day | $250 | `$250 | $250 |
| Outdoor Event | Per Event/Per Location | | | $120 |
| Park Commercial Use Area Permit | Per Area/Per Year | | | $500 |
| Parking Lot | Hourly or Daily | $50/hour $320/day | $50/hour $320/day | $62/hour $400/day |
| Patios | | | | |
| Small Patio (less than 500 sf) | Per hour | $20 | $20 | $20 |
| Medium Patio (501-1000sf) | | $25 | $25 | $25 |
| Picnic Areas | | | | |

| | | Resident | Non-Resident | Commercial |
|---|---|---|---|---|
| Picnic Area – Sept-May | Per Rental | $20 | $20 | $20 |
| Picnic Area – Jun-Aug | | $10 | $10 | $10 |
| Polo Fields 1-3 (WestWorld) | Per Hour/ Per Field | $30 | $30 | $30 |
| Ramadas | | | | |
| Large Ramada – Sept-May | Per Rental | $65 | $65 | $65 |
| Medium Ramada – Sept-May | | $50 | $50 | $50 |
| Small Ramada – Sept-May | | $30 | $30 | $30 |
| Large Ramada – Jun-Aug | | $33 | $33 | $33 |
| Medium Ramada – Jun-Aug | | $25 | $25 | $25 |
| Small Ramada – Jun-Aug | | $15 | $15 | $15 |
| Large Group Ramadas/Picnic Areas | | | | |
| All reservable ramadas and picnic areas for a group of 500 or more – Sept-May | Per Day | $300 | $600 | $1,200 |
| All reservable ramadas and picnic areas for a group of 500 or more – Jun-Aug | | $150 | $300 | $600 |
| **McCormick-Stillman Railroad Park** | | | | |
| Tickets and Rides | | | | |
| All-day Wristband (Rides Only) | Per Person | $12 | $12 | |
| Ride Ticket Pack (8 tickets) | Per Pack | $20 | $20 | |
| Roundhouse Entry - After Labor Day 2026 (1st adult free with a paying child, Ages 2 and under are free) | Per Person/ One hour of play | $6 or 2 ride tickets | $6 or 2 ride tickets | |
| Roundhouse Entry – Memorial Day 2026 – Labor Day 2026 (Ages 2 and under free with one paid adult entry, all spectating adults are free) | Per Person/ One hour of play | $3 or 1 ride ticket | $3 or 1 ride ticket | |
| Train Ride Ticket* (Ages 2 and under free) *40% school group discount M-F. Reservation required. | Per Ride | $3 | $3 | |
| Carousel Ride Ticket* (Ages 2 and under free) *40% school group discount M-F. Reservation required. | | $3 | $3 | |
| Arboretum Train Ride Ticket | | $3 | $3 | |
| Facility Use/Rental | | | | |
| Back of Park – Sept-May | Per Day | $250 | $500 | $1,000 |
| Front of Park – Sept-May | | $200 | $400 | $800 |

| | | Resident | Non-Resident | Commercial |
|---|---|---|---|---|
| Back of Park – Jun-Aug | | $125 | $250 | $500 |
| Front of Park – Jun-Aug | | $100 | $200 | $400 |
| Ramadas | | | | |
| Gazebo | Per Day | $50 | $100 | $200 |
| Large Ramada – Sept-May | Per Rental | $100 | $100 | $100 |
| Medium Ramada – Sept-May | | $75 | $75 | $75 |
| Small Ramada – Sept-May | | $45 | $45 | $45 |
| Large Ramada – Jun-Aug | | $50 | $50 | $50 |
| Medium Ramada – Jun-Aug | | $38 | $38 | $38 |
| Small Ramada – June-Aug | | $23 | $23 | $23 |
| Picnic Areas | | | | |
| Large Picnic Area – Sept-May | Per ½ Day | $50 | $50 | $50 |
| Small Picnic Area – Sept-May | | $25 | $25 | $25 |
| Large Picnic Area – Jun-Aug | | $25 | $25 | $25 |
| Small Picnic Area – Jun-Aug | | $13 | $13 | $13 |
| Large Group Ramadas/Picnic Areas | | | | |
| All reservable ramadas and picnic areas for a group of 500 or more – Sept-May | Per Day | $450 | $900 | $1,800 |
| All reservable ramadas and picnic areas for a group of 500 or more – Jun-Aug | | $225 | $450 | $900 |
| Special Events | | | | |
| Special Events Ticket (Ages 2 and under free) | Per Ticket | $15 | $15 | |
| Tents by the Tracks - 10x10 Campsite | Per Campsite | $100 | $100 | |
| Tents by the Tracks - 12x12 Campsite | | $200 | $200 | |
| Tents by the Tracks - 18x18 Campsite | | $300 | $300 | |
| Tents by the Tracks - VIP Campsite | | $700 | $700 | |
| Tents by the Tracks - Tent Rental | Per Tent | $100 | $100 | |
| Commercial Filming Fee (Railroad Park) | Per Day | n/a | n/a | $1,000 |
| **McDowell Mountain Ranch Skate Park** | | | | |
| Skate Park Card Fee (replacement) | Per Person | $8 | $8 | |
| Skate Park Card Pass (lifetime pass – includes $8 cost of new card) | | $26 | $26 | |
| Skate Park Drop-In | | $1 | $1 | |
| Skate Park Event Fee (capacity 1-50) (2 hr. minimum) | Per hour | | | $70 |
| Skate Park Event Fee (capacity 51-125) (2 hr. minimum) | | | | $100 |

| | | Resident | Non-Resident | Commercial |
|---|---|---|---|---|
| Skate Park Event Fee (capacity up to 125) | Per Day | | | $800 |
| **Miscellaneous Fees** | | | | |
| Beer/Alcohol Permit (one or more persons) | Per Day | $20 | $20 | |
| Card Fee (excluding McDowell Mountain Ranch Skate Park) | Per Person | $5 | $5 | |
| Film Permit – Non-Reservable area | Per Day | $30 | $45 | $300 |
| **Sports Complex – All Complexes** | | | | |
| Corner Flags (rental) | Per Set of 4 | $10 | | |
| Field Lighting (minimum 2 hours) | Per Field/ Per Hour | $15 | | |
| Field Preparation – standard | Per Field | $100 | | |
| Field Preparation – custom | | $150 | | |
| International/Standard Field (min. 2 hours) | Per Field/ Per Hour | $30 | | |
| Parking Lot – individual spaces | Per Space/ Per Day | $2 | | |
| Special Use Fee – Designated area (min. 2 hours) | Per Hour | $25 | | |
| Tournament Vendor Fee (2 days) | Per Tournament | $100 | | |
| **Sports Complex – Scottsdale Sports Complex** | | | | |
| Entire Complex (fields, parking lots, patio – minimum 2 days) | Per Day | $2,500 | | |
| 5K Racecourse (half-day only) | Per Half Day | $750 | | |
| Parking Lots (stand-alone) | | | | |
| Southeast | Per Day | $500 | | |
| Southwest | | $400 | | |
| Northwest | | $300 | | |
| Northeast | | $120 | | |
| 5K Event Vendor (half-day only) | Per Event | $25 | | |
| **Sports Complex – Bell94** | | | | |
| Entire Complex (fields, parking lots, patio – minimum 2 days) | Per Day | $1,800 | | |
| **Sports Complex - Reata** | | | | |
| Entire Complex (fields, parking lots, patio – minimum 2 days) | Per Day | $1,500 | | |

## Section 5. Formula Fee Schedule

The formulas listed below indicate how the City determines rates and fees for the activities referenced and relate directly to the City's costs for providing the activities. Costs are rounded to the next highest dollar where applicable. Program staffing expenses may include related benefit and fringe costs.

Discounted fees and/or incentive programs may be established by the Department Representative for promotion and marketing of fee-based programs and activities when total revenue exceeds or is equal to the direct programming costs outlined in the program area's cost recovery criteria.

Standard non-resident fee rates are calculated as a 50% increase to the resident rate, when resident and non-resident rates apply.

**Adaptive Recreation Program**. Adaptive Recreation program registration fees are based on up to 50% recovery of the program's direct costs, including costs for instructors, supplies, admission fees, program staffing, and equipment.

- **Formula:** Up to 50% of the total direct costs divided by the minimum number of expected registered participants. The standard non-resident fee rate applies to non-residents.

**Additional Staffing Fee**. The Additional Staffing fee applies when additional staff assistance is required for an event or activity. The fee is based on a minimum of 100% recovery of the directly related additional staff cost. (2-hour minimum applies.)

- **Formula:** Total cost of the staff hours including related benefit and fringe expenses. An overtime rate will be calculated for staff working beyond forty hours in a week, at the current overtime rate for the qualified employee.

**Adult Sports Leagues**. Adult Sports Leagues include sports leagues geared toward participants 18 years of age and older (i.e., softball, basketball, volleyball, flag football, kickball, tennis). Program registration fees are based on a minimum of 110% recovery of direct costs, including but not limited to the following:

  - Staffing: program staffing, site supervisors, officials, and scorekeepers.
  - Supplies and Equipment: sports equipment, awards, chalk and paint, and office supplies.
  - Field/Facility: field and facility operation and maintenance costs, including field preparation and light fees where applicable.
- **Formula**: Minimum of 110% of total costs divided by the number of expected team or individual registrations for a program division, plus a processing fee.

**Aquatics & Fitness Family Passes**. Aquatics & Fitness Family Passes are valid at the City's aquatic centers for unlimited visits for four family members during public recreational open swimming, lap swimming, and fitness center hours from Memorial Day through Labor Day. "Family" is defined as immediate family members. The passes can be used at the locations indicated on the pass. The Family Pass value is realized when a family of four attends an aquatic and fitness facility more than twice per week for more than ten weeks of the fourteen-week season.

- **Family Pass Formula:** Two adult and two youth daily admission fees, as applicable, added together and multiplied by 20 (2 visits per week for 10 weeks). Fees for additional resident family member passes are $80 for McDowell Mountain Ranch (MMR) and $20 for all other aquatic centers (adult or child). The standard non-resident fee rate applies to all additional non-resident family members.
- **Family Pass Preseason Sale:** The Family Pass is discounted during the Preseason Sale which runs annually from April 1 – May 31. Standard pricing goes into effect June 1.
    - Discounts: 40% off the standard price of Chaparral, Cactus, and Eldorado aquatic center passes and 60% off the standard price of MMR passes. The fee for additional resident family members is $20 per person. The standard non-resident fee rate applies to all additional non-resident family members.

**Aquatics & Fitness Punch Passes**. Prepaid punch passes are offered at all aquatic and fitness centers for convenience.

- **Formula**: Current daily admission fee, as applicable, times the number of punches.
    - Discounts: Prepaid punch passes of 30 visits will be discounted by 20%. This pass is nonrefundable.

**Aquatics Learn to Swim Classes**. Learn to Swim class fees are based on a minimum of 100% recovery of direct costs, including program staffing, supplies, and equipment.

- **Formula:** Total costs divided by the minimum number of expected registrations. The standard non-resident fee rates apply to non-residents.

**Aquatics Partner Team Non-resident Participant Fee**. Fees are paid semi-annually to the city by partner teams and are calculated by multiplying the adult non-resident daily lap swim fee by the number of months the facilities are used by team, multiplied by the number of non-resident team members.

- **Formula example:** $6 daily rate x 6 months use x 100 non-resident participants = $3,600

**Aquatics Pool Cleaning**. Fees are based on a minimum of 110% recovery of the directly related Aquatic Technician maintenance staff cost plus associated cost of pool cleaning, based on the current hourly overtime rate (1-hour minimum applies).

- **Formula:** Staff time x current overtime rate + pool cleaning costs x a minimum 110%

**Aquatics Recreation Teams, Exercise, Fitness, Water Safety, and Specialty Classes**. Fees are based on a minimum of 110% recovery of the direct costs, including program staffing, supplies, and equipment costs.

- **Formula:** A minimum of 110% of the total direct costs divided by the minimum number of expected registrations. The standard non-resident fee rates apply to non-residents.

**Classes and Excursions**. Class and excursion fees are based on a minimum of 110% recovery of the direct costs including program staff, instructor, supplies, equipment, van rental, fuel, mileage, and entrance fees, plus a processing fee. The standard non-resident fee rates apply to non-residents.

- **Formula:** Total direct costs multiplied by the class revenue recovery rate, divided by the minimum number of expected registrations, plus a processing fee.

**Club SAR Membership**. Membership to Club SAR is based on a minimum of 110% recovery of direct costs including staffing, supplies, contractual, commodity, and capital expenses (equipment and maintenance costs).

- **Formula:** Minimum of 110% of total direct costs divided by projected number of adult members
  - Annual membership rates are rounded to the nearest $5 increment.
  - Youth membership rates (14-17 years of age) are set at one-half of the membership rate for an adult.
  - Adult and youth daily admission passes are available and referenced in the fee table above.
  - Standard Non-resident fee rates apply to Non-residents.

**Facility & Equipment Damage or Loss Fee.** Facility and equipment damage and loss fees are based on 100% recovery of directly related costs to replace or repair. This fee is assessed if loss or damages are incurred beyond normal wear and tear by the licensee or any member of the group subject to the issued permit.

- **Formula:** Total cost to repair or replace facility equipment or damage.

**Individual Class Drop-In Fee**. Individual class drop-in fees are based on a minimum 110% recovery of direct instructor costs and are available for some session registration-based classes. Designation of available classes is determined on a programmatic basis by the Department Representative. The minimum drop-in fee is $3 and standard non-resident fee rates apply to non-residents.

- **Formula:** Hourly cost of applicable instructor rate divided by the course minimum x the cost recovery rate, rounded up to the nearest dollar, plus $2 processing fee.

**McCormick-Stillman Railroad Park Birthday Party**. Birthday Party fees are based on a minimum of 100% recovery of the direct costs, including cost of tickets, program staff, supplies, and equipment.

- **Formula:** Minimum of 100% direct costs divided by the maximum recommended number of child participants.

  *Note:* Birthday parties are intended for children aged 3-years and up. It is recommended that not more than 20 children attend a party. An added fee is charged for each child above 20, as well as for a second "birthday party child".

**Partner Youth Organizations and Aquatics Partner/Contracted Teams**. Reduced rates are calculated as follows, as allowed for in the Reduced or No-Fee classification.

- **Youth Aquatics Facility Allocation Partner/Contracted Teams Room Rental Rate Formula:** 25% of the set fee for an indoor facility medium-sized room reservation, per hour of use.
- **Youth Sports Field Allocation Partner Primary Season Daytime Field Rental Rate Formula:** 50% of the Resident set fee..
- **Youth Sports Field Allocation Partner Primary Season Evening Field Rental Rate Formula:** 50% of the Resident set fee..
- **Youth Sports Field Allocation Partner Non-Primary Season Daytime Field Rental Rate Formula:** 75% of the Resident set fee.

- **Youth Sports Field Allocation Partner Non-Primary Season Evening Field Rental Rate Formula:** 75% of the Resident set fee.

**Processing Fee**. The Processing fee aims to recover 100% of the Leisure Education system-wide costs of registration system fees, part time staffing, recreation brochures, and facility reservation guides, and is based on the prior fiscal year's expenses, registrations, and reservations. Processing fees are not applied to beer or alcohol permits. (Note: Processing fee is also referred to as administrative fee, registration fee, booking fee, and withdrawal fee.)

- **Formula:** Total costs divided by total number of system-wide reservations and registrations.

**Program Trip**. Program trip fees are based on 100% recovery of the direct costs of program staffing, supplies, equipment, transportation, and entry fees. The fee is not applicable for trips to City or School District facilities and designated City-produced special events where the participant is registered in a City program that is going on the trip. Standard Non-resident fee rates apply to non-residents.

- **Formula:** Total cost of program staffing, contracted services, supplies, equipment, van rental, fuel, and entry fees divided by the projected number of participants.

  *Note:* The cost of transportation by City van is calculated as $0.50 per rider, or the number of estimated round-trip miles multiplied by the City mileage reimbursement rate then divided by the projected number of participants, whichever is greater.

**Retail Sales.** Retail items are to be priced at a minimum of 110% of wholesale cost.

- **Formula:** Minimum of 110% of wholesale cost divided by product inventory.
  - Inventory reduction/promotional sales are allowed on a program basis as long as 110% of total inventory costs are recovered.

**Staff Cleanup/Late Stay Fee.** Up to 300% recovery of the directly related staff cost may be assessed when a reservation goes beyond its reserved time or if it is necessary for staff to clean up after a reserved use, as determined by Department Representative. The charge is assessed in hourly increments with a minimum of one hour.

- **Formula:** Total cost of the staff hours including related benefit and fringe expenses.

**Tennis Lessons**. Tennis lesson fees are based on a minimum of 110% recovery of the direct costs, including program staffing, instructors, court reservations, lights (if applicable), supplies, and equipment costs. Standard non-resident fee rates apply to non-residents.

- **Formula:** Minimum of 110% of total direct costs divided by the minimum number of projected registrations.

**Youth Programming and Youth Drop-In After-School and Drop-In Summer Programs**. Fees are based on a minimum of 100% recovery of the direct costs, and may include program staffing, supplies, snacks, transportation, and equipment. An administrative fee may be applied and will be determined by the Department Representative based on programmatic considerations. Any transportation costs and entrance fees for excursions will be included in the price of the program when applicable.

- **Formula:** Total direct costs divided by the projected number of participants plus any applicable administrative fees.

**Youth Sports Activities**. Youth sport activity fees are based on a minimum of 75% recovery of the direct costs, including program staffing, supplies, snacks, and equipment. An administrative fee may be applied and will be determined by the Department Representative based on programmatic considerations. 100% recovery of any jersey/t-shirt cost will be included in the price of the program when applicable.

- **Formula:** 75% of total direct costs divided by the projected number of participants plus any applicable administrative and jersey/t-shirt fees.