

# **Facilities, Parks & Field Use & Reservation Policies & Fees**

City Council Meeting  
May 15, 2018



# BACKGROUND

- ▶ City Council Direction on May 4, 2017
- ▶ Staff Conducted a Comprehensive Fee Study
- ▶ History of Fees
  - Last Updated July, 2008
- ▶ Partnership with Youth Sport Organizations
  - Serving 9,000 South Bay Participants Per Year/6,300 Residents
  - “Recreation Based Groups” Pay \$15 per Participant per Season
- ▶ Ad Hoc Committee Formed
  - Staff & 3 Parks & Recreation Commission Members
  - Met 15x weekly, beginning in September 2017
    - Developed Goals
    - Reviewed Surrounding Cities Fees
    - Hosted Supplemental Meetings with User Groups
    - Presented to Parks & Recreation Commission Twice
      - Formal Recommendation on April 30, 2018



# FIELD USE & ALLOCATION POLICY

- ▶ Field Use & Allocation Policy Objectives
  - Implement a Policy with Fair & Equitable Procedures
  - Focus on Residents Access to Facilities
  - Develop Field Allocation Priorities
  - Update Classifications
  - Set Deadlines for Relinquishing Fields
  - Develop an Appeal Process
  - Set an Hourly Field Reservation Rate



# FIELD RESERVATION FEES

reservations@citymb.info • (310) 802-5410

	Resident	Non-Resident	Standard or Commercial
<b>TURF FIELDS</b> (Marine & Manhattan Village)	\$122.50	\$140	\$175
Big Marine & Dorsey	\$52.50	\$60	\$75
Sports Complex (per field), Live Oak, Manhattan Heights	\$45.50	\$52	\$65
School Fields	\$35	\$40	\$50

Fields are reserved Monday – Friday 8am-10pm, Saturday & Sunday 8am-9pm

Reservations must be made 10 business days in advanced.

Changes or cancellations must be made five (5) business days in advanced.

**\$25 Nonrefundable Application Fee**

All fees based on an hourly rate, minimum of 2 hour rental. Rental time must include all set-up and clean-up time.

Residency is based on 60% for sport leagues and organizations and the renters home address or business address for single resident rentals.

Resident Youth Sport Organizations must submit an application one year prior to the proposed season and receive pre-approval by the Director to be included in the Field Allocation Process. The formula for Approved Youth Sport Organizations is based on: Approved Youth Non-Profit Organization residency rate (a minimum of 60%), Open Registration, minimum play rule, draft with equitable teams, volunteer-based organization, plays 80% of games within organization.

# APPROVED YOUTH SPORT ORGANIZATIONS FIELD FEES

## ▶ Weighted Discounts

- Approved Youth Sport Organization: 50%
- Residency Rate: Sliding Scale Max Discount 10%
- Holds Open Registration: 10%
- Employs Minimum Play Rule: 10%
- Provides Draft for Equitable Teams: 10%
- Plays at Least 80% of Games Within Organization

*Additional \$10 per player fee for Non-Resident Players*

## ▶ Results in Approximately \$130,000

Per Player Increases Range from \$3 to \$94 per Hour



# PUBLIC OUTREACH

- ▶ Ad Hoc Committee Meetings
  - Individual YSOs
  - Group Discussion
  - Parks & Rec Commission Meetings
  - Supplemental Meetings
- ▶ Satisfied with Policy Changes
  - Residency Rate from 70% to 60%
  - Allocation Process
  - Classifications
  - Banner Policies for Registration & Sponsor Banners
  - Appeal Process
- ▶ Concern with Changes from Per Player Fee to Hourly Rate



# **FACILITY RESERVATION POLICY & FACILITY & PARK RESERVATION FEES**

- ▶ Facilities & Parks Available for Reservations
- ▶ Working Document
- ▶ Use Regulations & Scheduling Accommodations
- ▶ Proposed Fees – Surrounding Cities Analysis
  - Reduced Categories
    - Resident Youth Non-Profit Organization
    - Resident
    - Non-Resident
    - Commercial
- ▶ Increased Fee Estimated Revenue - \$20,000





# FACILITY RESERVATIONS

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	Resident Youth Service Organization	Resident	Non-Resident	Commercial
<b>JOSLYN CENTER</b>				
Auditorium (170 people max)	\$25	\$150	\$175	\$215
Kitchen (10 people max)	\$10	\$25	\$35	\$50
Sunrise Room (30 people max)	\$10	\$25	\$45	\$60
Sunset Room (20 people max)	\$10	\$25	\$45	\$60
Surf Dance Studio Room (30 people max)	\$15	\$40	\$80	\$100
<b>MANHATTAN HEIGHTS</b>				
Auditorium (150 people max)	\$25	\$135	\$150	\$190
Kitchen (10 people max)	\$10	\$25	\$45	\$50
Meeting Room (20 people max)	\$10	\$25	\$35	\$50
<b>MARINE AVE PARK</b>				
Marine Hall (50 people max)	\$15	\$45	\$60	\$120

Facilities are reserved during business hours only (Monday – Friday: 8am-10pm, Saturday & Sunday: 8am-8pm).

Reservations must be made 10 business days in advance.

Changes or cancellations must be made five (5) business days in advance.

\$25 Nonrefundable Application Fee

All fees based on an hourly rate, minimum of 2 hour rental. Rental time must include all set-up and clean-up time.

\$300 Cleaning/Damage Deposit per room, refunded within three (3) to four (4) weeks at the conclusion of rental.

\$15 per hour staff fee applies to groups over 50.



# PARK RESERVATIONS

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	Resident	Non-Resident	Commercial
<b>Gazebo</b> (50 people max)	\$20	\$35	\$80
<b>Amphitheater</b> (1000 people max)	\$75	\$120	\$200
<b>1 Picnic Table Pad</b> (25 people max)	\$15	\$25	\$50
<b>2 Picnic Table Pad</b> (50 people max)	\$25	\$35	\$70
<b>3 Picnic Table Pad</b> (75 people max)	\$35	\$45	\$80
<b>Sand Dune Table Pad</b> (50 people max)	\$25	\$35	\$50

Parks are reserved during daylight hours only (8am to dusk).

Reservations must be made 10 business days in advance.

Changes or cancellations must be made five (5) business days in advance.

All fees based on an hourly rate, minimum of 2 hour rental. Rental time must include all set-up and clean-up time.

\$50 Cleaning/Damage Deposit per area if party is under 99, \$300 for parties over 100.

Deposit refunded within three (3) to four (4) weeks at the conclusion of rental.

\$15 per hour staff fee applies to groups over 50.

May bring in one (1) six (6) – foot table, 10 chairs (lawn or beach chairs only) and one (1) 10x10 pop up tent for shade with all sides open.

# CONCLUSION

- ▶ Adopt Facility Reservation Policy, Park & Facility Fees
  - July 1, 2018
  
- ▶ Adopt Field Use & Allocation Policy
  - Phase-in Fees for Approved YSOs
  - January 1, 2019
  - Implement Fees January 1, 2020



# QUESTIONS?

