

ORDINANCE _____

1
2 AN ORDINANCE relating to the Department of Parks and Recreation; establishing the 2012 fee
3 schedule for the use of park properties and other park and recreation facilities and
4 services; superseding previous park and recreation fee schedules; and amending Section
5 18.28.010 of the Seattle Municipal Code.

6 WHEREAS, on November 22, 2010, the Seattle City Council approved Ordinance 123469,
7 which established the 2011-12 fee schedule for the use of park properties and other park
8 and recreation facilities and services; superseded previous park and recreation fee
9 schedules; and amended Section 18.28.010 of the Seattle Municipal Code; and

10 WHEREAS, the City Council wishes to adopt a 2012 Department of Parks and Recreation Fee
11 Schedule effective January 1, 2012; NOW, THEREFORE,

12 **BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:**

13 Section 1. Effective January 1, 2012, the Superintendent of Parks and Recreation is
14 authorized to charge the fees substantially in the form set forth in the 2012 "Seattle Department
15 of Parks and Recreation Fee Schedule" attached as Attachment 1. The Fee Schedule
16 incorporates the changes to existing fees that are reflected in the "Changes from the Adopted
17 2011-2012 Fee Schedule to the Proposed 2012 Fee Schedule" document attached as Attachment
18 2.

19 Section 2. Effective January 1, 2012, Section 18.28.010 of the Seattle Municipal Code,
20 last amended by Ordinance 123469, is amended as follows:

21 **18.28.010 Fee Schedule Established((:-))**

22 The Superintendent of Parks and Recreation is authorized to charge the fees substantially in the
23 form set forth in the fee schedule attached as Attachment 1 to the ordinance introduced as
24 Council Bill 117328 ((117000)) and entitled "Seattle Department of Parks and Recreation Fee
25 Schedule, ((2011-2012))2012 Fees and Charges," for all uses of Department of Parks and
26



1 Recreation facilities identified therein. The Superintendent is also authorized to waive or
2 reduce such fees, establish experimental rates, and engage in special promotional and
3 marketing activities described in Attachment 1 as conditioned in Sections 18.28.020 through
4 18.28.040 hereof. This ~~((2011-2012))~~2012 fee schedule supersedes all prior fee schedules to
5 the extent inconsistent therewith. All fees and charges shall remain in effect unless they are
6 repealed or amended by ordinance.
7

8 Section 3. The provisions of this ordinance and of Attachment 1 are declared to be
9 separate and severable. If one or more of the provisions of this ordinance or of Attachment 1
10 shall be declared by any court of competent jurisdiction to be contrary to law, then such
11 provision or provisions shall be null and void and severed from the rest of the ordinance or from
12 Attachment 1, and all other provisions shall remain.
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14 Section 4. This ordinance shall take effect and be in force 30 days from and after its
15 approval by the Mayor, but if not approved and returned by the Mayor within ten days after
16 presentation, it shall take effect as provided by Seattle Municipal Code Section 1.04.020.
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1 Passed by the City Council the ____ day of _____, 2011, and
2 signed by me in open session in authentication of its passage this
3 ____ day of _____, 2011.

4
5
6 _____
7 President _____ of the City Council

8 Approved by me this ____ day of _____, 2011.

9
10 _____
11 Michael McGinn, Mayor

12 Filed by me this ____ day of _____, 2011.

13
14 _____
15 Monica Martinez Simmons, City Clerk

16 (Seal)

17
18 Attachment 1: Seattle Department of Parks and Recreation Fee Schedule, 2012 Fees and
19 Charges

20 Attachment 2: Changes from the Adopted 2011-2012 Fee Schedule to the Proposed 2012 Fee
21 Schedule



**SEATTLE
DEPARTMENT OF
PARKS AND RECREATION
FEE SCHEDULE**

2012 Fees and Charges



2012 RATES EFFECTIVE JANUARY 1, 2012

ORDINANCE _____

ATTENTION: All fees include taxes where applicable, unless otherwise indicated. If additional taxes are assessed, fees may be increased by the amount of the tax. MasterCard, Visa and American Express credit cards are accepted at selected facilities as a form of payment for 2012 Fees and Charges.

NOTE: Call (206) 684-4075 for additional information where phone numbers are not provided in this document. The Seattle Department of Parks and Recreation website also provides complete fee information at <http://www.seattle.gov/parks/>.



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DEPARTMENT OF PARKS AND RECREATION FEES AND CHARGES

AUTHORITY AND GENERAL PROVISIONS

- **Authority**

Fees and charges are necessary to provide financial support to the Department of Parks and Recreation (the Department) for the operation and maintenance of programs, facilities, and park grounds. The revenue generated by these fees constitutes only a portion of funds required for operating and maintaining the Park System. All fees collected from park and recreation activities and concessions are used exclusively for the Park System, as these funds are deposited in the Park and Recreation Fund, not the City General Fund.

Fees and charges are proposed each year by the Department as a part of the annual budget process. Both the Mayor and City Council review and, by ordinance, authorize the Department to collect these fees and charges.

- **General Provisions**

The Superintendent of the Department of Parks and Recreation is authorized to establish a fee for requested uses not included in this schedule, keeping the Mayor and the City Council advised thereof. The Superintendent of the Department of Parks and Recreation is authorized, as provided in Seattle Municipal Code (SMC) Chapter 18.28, to waive or reduce any fees in this Schedule.

The Superintendent of the Department of Parks and Recreation is authorized, as provided in SMC Chapter 18.28, to establish experimental rates, and to engage in special promotional and marketing activities to enhance Departmental programs. These include, but are not limited to, use of 2 for 1 coupons, 50% discount coupons and free admission days for children. Discounts for Senior Adults (age 65 and over) vary per program. These types of activities may occur at various Department facilities throughout the year.

The Superintendent of the Department of Parks and Recreation is authorized, as provided in SMC Section 18.24.010, to operate for fee parking without recourse to commercial or private operators such parking lots under the Department's jurisdiction as are deemed desirable with the concurrence of the City Council by resolution as to location and fee schedule with provisions of RCW 35.86.010 and 35.86.040 which so permit such owner operation.

The Superintendent of the Department of Parks and Recreation is authorized, as provided in SMC Chapters 18.04 and 18.28, to approve the free use of Department facilities by the Associated Recreation Council, recognized recreation advisory councils, and other organizations that are open to the public, that further Department goals and programs, and that apply any proceeds to Park and Recreation services.

In addition to the fees and charges identified herein, the user may be required to pay any additional Department costs resulting from such use, and to pay a reasonable portion of the City's costs for traffic control and police services when the user's event requires them. Cancellation of reservations for Parks and Recreation facilities or services may result in loss of payment or a service charge (see Appendix D). For further information, contact Seattle Parks and Recreation at (206) 684-4075.

Fees contained in this Fee Schedule shall not apply to permits issued pursuant to SMC Chapter 15.35 "Filming."

VOLUNTEER PARK CONSERVATORY

• **Weddings / Photography Permits**

Weddings Ceremonies may be scheduled (see page 28) and/or Photography Permits may be obtained (see page 31) through the Parks Department Event Scheduling unit by calling (206) 684-4081.

• **Voluntary Admissions Fee**

2011	2012	
\$3.00	\$3.00	Voluntary Admissions Fee

• **Horticultural Classes**

2011	2012	
\$25.00 per person	\$25.00 per person	Horticulture classes and workshops, limited to 25 participants

• **Guided Tours**

2011	2012	
\$25.00 per group	\$25.00 per group	Guided tours, limited to 20 persons per group

JAPANESE GARDEN (Arboretum)

• **Admission Fees**

2011	2012	
\$6.00	\$6.00	Adult (18-64)
\$4.00	\$4.00	Youth (6-17) College/University students (with valid ID) Senior Adult (65 & over)
FREE	FREE	Children (0-5)

• **Public/Private School Group Rate for Grades K through 12**

School group rates are for students only and do not include adult fees. Group rates are not extended to colleges, universities, or day-care facilities. Organized groups of children attending an educational institution with grades K through 12 are entitled to this group fee during the regular school year, if advance reservations are made (a minimum of two weeks' notice is required for advanced reservations).

One responsible adult who has paid the admission fee is required for every group of students, as indicated in the following ratios:

- 1:5 for grades K – 2 2:24 for grades 7 – 8
- 1:10 for grades 3 – 6 1:24 for grades 9 - 12



\$75.00	\$75.00	Alcohol fee
\$500.00	\$500.00	Damage deposit for events with alcohol
\$250.00	\$250.00	Damage deposit for events without alcohol

Shoseian Tea House

The Shoseian Tea House is available for rent only to approved groups practiced in the way of tea. Groups must have a signed Use Agreement on file with the Parks Department. Rentals will only be approved for tea ceremonies or classes. No other use is permitted.

2011	2012	
\$35.00	\$35.00	Small Room
\$25.00/hr	\$25.00/hr	Staffing fee (staff rates increase 1 ½ times per hour on holidays)
\$500.00	\$500.00	Damage deposit for all events



The fee per person for participation in tournaments is \$5.00 per person. Special events fees can be obtained by contacting the Amy Yee Tennis Center Senior Recreation Specialist at (206)684-4764. The Superintendent of Parks and Recreation determines these fees.

• Tennis Lessons

Private/Semi-Private Lessons

2011	2012	Fee Type	
\$60.00	\$60.00	Resident	One person
	\$66.00	Standard	
\$64.00	\$64.00	Resident	Two people
	\$70.50	Standard	
\$75.00	\$75.00	Resident	Three people
	\$82.50	Standard	
\$80.00	\$80.00	Resident	Four people
	\$88.00	Standard	
\$90.00	\$90.00	Resident	Five People
	\$99.00	Standard	
\$15.00	\$15.00	Resident	Surcharge for lessons on City holidays
	\$16.50	Standard	

Adult Group Lessons

2011	2012	Fee Type	Maximum of 8 people per group/camp
\$77.00	\$77.00	Resident	Groups, 6 sessions
	\$84.75	Standard	
\$98.00	\$98.00	Resident	Camps, 10 hrs/4 days
	\$107.75	Standard	

Adult Play – Instructional Classes

2011	2012	Fee Type	
\$85.00	\$85.00	Resident	Per person fee at 5 students max, 6 weeks
	\$93.50	Standard	

Junior Group Lessons

2011	2012	Fee Type	Ages 8-17
\$57.00	\$57.00	Resident	6 sessions, 1.25 hours per week
	\$62.75	Standard	
\$77.00	\$77.00	Resident	Junior Camp, 2.5 hours per each of 4 days
	\$84.75	Standard	

Junior Development Program

2011	2012	Fee Type	
\$62.00	\$62.00	Resident	Future Stars/Tournament Team, 6 week session (1 time/wk)
	\$68.25	Standard	

Tiny Tots

2011	2012	Fee Type	



SWIMMING POOLS

• **Recreation Swimming - Indoor and Outdoor Pools**

2011	2012	Fees include swim and/or shower use
\$3.25	\$3.25	Youth (ages 1-17 years)
\$4.75	\$4.75	Adult (ages 18 through 64 years)
\$3.25	\$3.25	Senior Adult (65 years & older) and Special Populations
\$2.50	\$2.50	Non-profit youth (ages 1-17 years) organizations (Advance approval through application required)
\$55.00	\$55.00	*Adult, 30-day unlimited entry pass for personal fitness and recreation swims
\$40.00	\$40.00	*Senior/Youth/Special Populations, 30-day unlimited entry pass for personal fitness and recreation swims
\$42.75	\$42.70	Discount Recreational Swim Card – 10 entry pass, Adult
\$29.25	\$29.20	Discount Recreational Swim Card – 10 entry pass, Senior/Yth/SP
\$2.00	\$2.00	Promotional Swim Fee (All Ages)
FREE	FREE	Children under one year of age (must be accompanied by adult)

NOTE: *No adjustment for holidays and/or closures. A Pass is issued to a single individual and may be used at all swimming pools; however, they are non-refundable and non-transferable between individuals. (See page 2 for more information on “Quick Cards”)

• **Fitness - Indoor and Outdoor Pools**

2011	2012	
\$6.00	\$6.00	Fitness, ages 18-64 years – per lesson (Including Hydrofit, Masters, and Water Exercise)
\$3.50	\$3.50	Fitness, ages 65 and over, Youth, and Special Populations – per class
\$54.00	\$54.00	Discount Fitness Swim Card – 10 entry pass, Adult
\$31.50	\$31.50	Discount Fitness Swim Card – 10 entry pass, Senior/Yth/SP

• **Swimming Instruction – Indoor and Outdoor Pools**

2011	2012	
\$6.50	\$6.50	Group Lesson, youth age 6+, tiny tot, or “Guard Start” program– per ½ hr lesson with minimum of 4 students
\$6.50	\$6.50	Adult Lesson – per ½ hr lesson with minimum of 4 students
\$3.25	\$3.25	Group Lesson, youth age 6+, tiny tot, or “Guard Start” low income rate– per 1/2 hr lesson with minimum of 4 students (Income verification will be required.)
\$3.25	\$3.25	Adult Lesson low income rate – per ½ hr lesson with minimum of 4 students (income verification will be required)
\$12.00	\$12.00	3 yr old Group Lessons – one to three ratio per ½ hr lesson



NOTE: Individuals and groups desiring to use swimming pools will be expected to pay the cost of staffing in addition to program rates established. Staff rates increase 1 ½ times per hour on holidays.

NOTE: Rates also apply to Metro or King County League swim meets for events that do not include a Seattle Public School. Events that include a team from a Seattle Public School are covered under the Joint Use Agreement and are not charged a swim meet fee. Staff fees are additional (staff rates increase 1 ½ times per hour on holidays).

NOTE: There is an hourly flat-rate charge for competitive meets, with no additional percentage charges for the event (no percentage collected for entry fees and heat sheet sales).

NOTE: Swim meet entry fees and sale of heat sheets are included in base fee for each event.

NOTE: Permit Application Fee as established in **Use Permits** section of Fees and Charges ordinance will apply plus 10% of gross revenue for **all Admissions and Swim Meet Concessions** (food/drink, t-shirts, goggles, etc). Additional insurance/permits may be required.

NOTE: Deck or lobby rentals priced as small room under Class C room rentals.

NOTE: Bulkhead pool rentals during public hours are limited to lap pool or shallow pool, not both, unless specific fees are charged.

Timing System Rental

2011	2012	
\$400.00	\$400.00	Minimum 4 hour use
\$100.00	\$100.00	Each additional hour
\$25.00/hr	\$25.00/hr	Additional staff charge for delivery, set up, operation and clean-up (staff rates increase 1 ½ times per hour on holidays).

Note: The timing system is available for rentals at most Seattle Parks and Recreation swimming pools. Some limitations may apply.

Special Use Fees

2011	2012	
\$1.00	\$1.00	Water Slide Use Fee per person
\$2.00 - 50.00	\$2.00 - 50.00	Supplemental Special Event fee (indoor or outdoor), depending on event, such as open water swim, dive-in movies, jazz night, etc.
\$0.25	\$0.25	Coin Operated Locker
\$0.50	\$0.50	Towels, each

Special Provisions

Colman and Mounger Pools:

Admission fees to these facilities are charged to all persons entering pool area, even if not swimming (except parents watching children in lesson programs). Use of the pools, decks and picnic areas is part of the overall recreation opportunity; pool capacity is based on use of this area.



ATHLETIC FACILITIES

NOTE: See Appendix C for the Athletics Field Inventory.

• **West Seattle Stadium and Interbay Stadium Usage Fees**

2011	2012	
10% of gross revenues	10% of gross revenues	Admissions/Sales. This includes admissions or donations, and excludes entry fees.
\$65/per hour	\$65.00/hr	Event Fees*
\$25/per hour	\$25.00/hr	Practice Fee** adult and youth practices
\$15/per hour	\$15.00/hr	Rental of the Field Event area only (West Seattle Stadium only); users must also pay staff fee.
\$20/per hour	\$20.00/hr	Light Fee - this fee is charged for all uses requiring lights.
\$25/per hour	\$25.00/hr	Staff Fee (staff fee increases 1 ½ times per hour on holidays) ***

*Event fees are charged for adult and youth special events, games and meets. West Seattle Stadium fee provides exclusive use of the facility and includes use of equipment, the press box and PA system, ticket booth, locker rooms and grandstands. Interbay Stadium fee provides exclusive use of the facility and includes use of equipment, the press box, locker rooms and grandstands. A staff person is required to be in attendance, and the staff fee must be paid in addition to the use fee. This fee does not include Lights or 10% charge on all admissions/sales.

** Practice Fees provide use of the facility and includes use of equipment, the press box and PA system, ticket booth, locker rooms and grandstands. A staff person is required to be in attendance, and the staff fee must be paid in addition to the use fee. This fee does not include lights or the ten percent (10%) charge on all admissions/sales. Facility use may not be exclusive - multiple users activities will organized through the Seattle Parks and Recreation scheduling office.

*** All rentals are required to have at least one staff in attendance. If additional staff are required due to the nature of the event or the anticipated attendance, this fee will be multiplied by the number of staff required for the event (staff rates increase 1 ½ times per hour on holidays).

NOTES for Department Sponsored Activities:

- o See page 13 for grass and synthetic field fees for practices/games.
- o All rentals are a minimum of one hour.
- o Additional staff may be required due to nature of event and anticipated attendance.
- o A damage deposit may be charged depending on nature of event and anticipated attendance.
- o Parks is required to staff SPS Athletic Field Complexes (Nathan Hale, Sealth, Rainier Beach, Ingraham) during all rentals and will charge at a rate of \$25 per hour for staff time that will be added to the SPS rental fee (staff rates increase 1 ½ times per hour on holidays).



• **Adult Sports Fees**

2011	2012	
\$25.00	\$25.00	Indoor Sports League Fee, per hour
\$30.00	\$30.00	Adult Sports Team Administration fee/team
\$60.00	\$60.00	Adult Outdoor Games, per hour – synthetic field
\$40.00	\$40.00	Adult Outdoor Practices, per hour – synthetic field
\$50.00	\$50.00	Adult Outdoor Games, per hour – grass field
\$24.00	\$24.00	Adult Outdoor Practices, per hour – grass field
\$25.00/hr	\$25.00/hr	Staff Fee (applies when using the scoreboard at Lower Woodland #1) – staff fee increases 1 ½ times per hour on holidays
\$20.00	\$20.00	Outdoor Field Lighting Fee, per hour
\$3.00	\$3.00	Adults Gymnasium Drop-In Sports activity fee, per session
\$2.00	\$2.00	Seniors Gymnasium Drop-In Sports activity fee, per session

*Adult tournaments will be charged 50% of this fee per hour with a \$200 non-refundable deposit at the time of reservation. A Use Permit will also be required for any use beyond the field.

• **Youth Sports Fees**

2011	2012	
\$10.00	\$10.00	Outdoor game fee, per hour – all field surfaces. Assessed to all youth sports organizations, in addition to existing fees, <i>during the regularly established season.</i>
\$6.00	\$6.00	Outdoor practice time, per hour – all field surfaces. Assessed to all youth sports organizations, in addition to existing fees, <i>during the regularly established season.</i>
\$25.00	\$25.00	Outdoor game fee, per hour – all field surfaces. Assessed to all youth sports organizations, in addition to existing fees, <i>for usage that occurs outside of the regularly established season.</i>
\$15.00	\$15.00	Outdoor practice time, per hour – all field surfaces. Assessed to all youth sports organizations, in addition to existing fees, <i>for usage that occurs outside of the regularly established season.</i>
\$44.00	\$44.00	Private School Outdoor Games, per hour – all field surfaces.
\$30.00	\$30.00	Private School Outdoor Practices, per hour – all field surfaces - limitations apply
\$60.00	\$60.00	Outdoor youth sports camps, per hour – all field surfaces.
\$20.00	\$20.00	Outdoor Field Lighting Fee, per hour



	Meeting Room(s)			Kitchen		Gym	
	Small	Medium	Large	Small	Large	Small	Large
Camp Long	X	X		X			
Carkeek Park		X					
Discovery Park		X		X			

Small Craft and Rowing & Sailing Centers

(See Appendix for telephone numbers)	Meeting Room(s)			Kitchen		Gym	
	Small	Medium	Large	Small	Large	Small	Large
Green Lake	X						
Mt Baker	X		X *	X			

* To facilitate cost recovery, an additional surcharge of \$100 per hour will be assessed for Mount Baker's large room by the Advisory Council who funded the construction project.

• **Specialized & Other Facilities**

(See Appendix for telephone numbers)	Meeting Room(s)			Kitchen		Gym	
	Small	Medium	Large	Small	Large	Small	Large
Shelter houses, Bathhouses, and Lawn Bowling Clubs.	X	X	X				
The Brig at Magnuson Park	X		X	X			

Meeting room and gymnasium space is available only during times Department and Advisory Council programs are not scheduled. Uses are determined by classification A or C as defined below:

Class A Use: Non-Commercial Use, for the general public, scheduled during operating hours. No admission fee, vendor fee and/or donation is requested or received.

Class A use is reserved for advertised, non-commercial, public events/meetings that are for the general public and are scheduled during hours of operation. (If scheduled outside normal facility operating hours, see Class C use.)

Class C Use: All other rentals and Class A rentals scheduled outside of regular operating hours

NOTE: *An event will be considered advertised if it has been announced in the local paper, through mass mailing, radio announcements, posters throughout the community, posted in or distributed through the community center*



ENVIRONMENTAL LEARNING CENTERS

- **Group-Guided Nature Walks**

NOTE: Group-Guided Nature Walks may be conducted in cooperation with Environmental Learning Center Advisory Councils. Fees are established by the Advisory Council and may be obtained by calling the specific facility of interest (*see Appendix A for facility telephone numbers*).

- **Camp Long**

Group Day Use Booking Fee

NOTE: This reservation is for fire ring or rock/glacier reservations. Rock/glacier reservations require risk management review. Group Day Use is restricted to a maximum number of 250 participants.

2011	2012	
\$8.00	\$8.00	Schurman Rock, Glacier slab, Per hour (minimum 4 hrs), Group size 1-20
\$10.00	\$10.00	Fire Ring, Per hour (minimum 4 hrs), Group size 1-50
\$11.00	\$11.00	Fire Ring, Per hour (minimum 4 hrs), Group size 51-100
\$12.00	\$12.00	Fire Ring, Per hour (minimum 4 hrs), Group size 101-150
\$14.00	\$14.00	Fire Ring, Per hour (minimum 4 hrs), Group size 151-200
\$18.00	\$18.00	Fire Ring, Per hour (minimum 4 hrs), Group size 201-250
\$50.00	\$50.00	Refundable damage/cleaning deposit

Cabin Rentals

NOTE: Overnight use of Cabins is restricted to a maximum number of 120 participants (i.e., 10 cabins @ 12 per cabin). Cabin fees are non-refundable.

2011	2012	
\$50.00	\$50.00	Per night, per cabin (maximum of 12 persons per cabin)
\$50.00	\$50.00	Refundable damage deposit per cabin
\$25.00	\$25.00	Per hour for "exclusive use" of kitchen ^

^ Kitchens are not available for commercial use unless used in conjunction with a scheduled community special event held on the park site.

Meeting Rooms

2011	2012	
\$45.00	\$45.00	Lodge Hall, per hour
\$35.00	\$35.00	Wonder Lab, per hour



SPECIAL AMENITY FACILITIES

• **Boathouse, Bathhouse, Shelterhouse, and Pumphouse Rentals**

A non-refundable \$25 booking fee is required for ALL rentals in addition to the hourly rates.

A staffing fee of \$25.00 per hour is required. (staff fee increases 1 ½ times per hour on holidays.)

2011	2012	
N/A	\$160.00*/hour	Mt Baker Boathouse Room Rental – Main Hall <i>* To facilitate cost recovery, this fee includes an additional \$100/hour surcharge assessed by the Mt Baker Boating Advisory Council who funded the construction project</i> <ul style="list-style-type: none"> • 2 hr minimum rental Monday through Thursday • 8 hr minimum rental Friday, Saturday, or Sunday
N/A	\$25.00/hour	Mt Baker Boathouse Kitchen Rental (cannot be rented separately; must be rented in addition to Main Hall)
\$160/hour	\$160.00/hour	Golden Gardens Bathhouse Building Rental – includes Main Hall, kitchen, & meeting room <ul style="list-style-type: none"> • 4 hr minimum rental Monday through Thursday • 8 hr minimum rental Friday, Saturday, or Sunday
\$60/hour	\$60.00/hour	Alki Beach Bathhouse Building Rental – Main Hall <ul style="list-style-type: none"> • 4 hr minimum rental
\$45/hour	\$45.00/hour	Alki Beach Bathhouse Painting Room (cannot be rented separately; must be rented in addition to Main Hall)
\$40/hour	\$40.00/hour	Alki Beach Bathhouse Patio (cannot be rented separately; must be rented in addition to Main Hall)
\$60/hour	\$60.00/hour	Pritchard Beach Bathhouse Building Rental – Main Hall <ul style="list-style-type: none"> • 2 hr minimum rental
\$45/hour	\$45.00/hour	Cal Anderson Shelterhouse Building Rental – Main Hall <ul style="list-style-type: none"> • 2 hr minimum rental
N/A	\$120.00/hour	Dakota Place Shelterhouse Building Rental – Friday, Saturday or Sunday ONLY - includes Main Hall, side room & kitchenette <ul style="list-style-type: none"> • 6 hr minimum rental
N/A	\$80.00/hour	Dakota Place Shelterhouse outside Patio (cannot be rented separately; must be rented in addition to shelterhouse)
\$35/hour	\$35.00/hour	Ward Springs Pumphouse Building Rental – Main Hall <ul style="list-style-type: none"> • 2 hr minimum rental

• **Add'l Fees for Boathouse, Bathhouse, Shelterhouse, & Pumphouse**

2011	2012	
\$25.00	\$25.00	Booking fee
\$75.00	\$75.00	Alcohol fee (insurance also required)
\$150.00	\$150.00	Maintenance fee (may be increased for very large events)
\$500.00	\$500.00	Damage deposit with alcohol at event
\$250.00	\$250.00	Damage deposit without alcohol at event



Meeting Rooms

2011	2012	
		Staff costs are additional (staff rates increase 1 ½ times per hour on holidays)
\$25.00	\$25.00	A non-refundable \$25 booking fee is required for ALL meeting room rentals in addition to the hourly rates.
\$45.00	\$45.00	West Room (750 square feet), per hr (Capacity approximately 45 people sitting)
\$60.00	\$60.00	Multi-purpose Room (4,400 square feet) per hr (Capacity approximately 150 people sitting, 290 people standing)
\$48.00	\$48.00	**Kitchen, per hr (minimum 2 hours)
\$75.00	\$75.00	Additional fee for events with ALCOHOL (insurance also required)
\$250.00	\$250.00	Refundable rental and cleaning deposit (no alcohol) for rental outside of normal working hours
\$500.00	\$500.00	Refundable damage deposit for events with ALCOHOL
\$25.00 - \$250.00	\$25.00 - \$250.00	A non-refundable per hour maintenance fee may be charged and collected prior to the event as determined based upon event size and type.

** Kitchens are not available for commercial use unless used in conjunction with a scheduled community special event held on the site.

Equipment Rentals

2011	2012	
\$50.00	\$50.00	Baby Grand Piano, per day
\$50.00	\$50.00	Theatre Big Screen Projector, per day
\$50.00	\$50.00	Small Stage/Platform, per day (Labor fee separate – minimum 2 hrs)
\$75.00	\$75.00	Theatre Marley Dance Floor – portable – per day



Staffing Fees

2011	2012	
\$25.00	\$25.00	Event attendant, per hour (rates increase 1 ½ times per hour on holidays)
\$35.00	\$35.00	Skilled staff/tradesperson, per hour, 2 hour minimum (staff rates increase 1 ½ times per hour on holidays)

- **Washington Park Arboretum (Graham Visitor's Center)**

All fees are collected by the Arboretum Foundation. Please refer to the Arboretum's website for the current fee schedule. <http://depts.washington.edu/wpa/facility.htm>



PARTICIPATION FEES

RECREATION PARTICIPATION FEES

As a service to the public, the Department of Parks and Recreation may contract with Advisory Councils, or the Associated Recreation Council to collect fee payments. The contract shall require the Advisory Council or Associated Recreation Council to remit the participation fee to the City.

- **Community Center and Outdoor Recreation Class Fee**

2011	2012	
3.25%	4.0%	Percent of fee for all Advisory Council sponsored classes, programs, and sessions at community centers and for outdoor recreation programs.

- **Lifelong Recreation Program Participation Fees**

NOTE: These fees only apply to programs offered through the Department's Senior Adult Section. Senior adult fees for participation in other programs are listed elsewhere in this Fees and Charges Schedule. Where there is no senior adult fee listed for the activity, the adult fee will apply.

2011	2012	
10.0%	4.0%	Percent of Senior Adult Advisory Council class fee paid by registrants for all advisory council sponsored classes, programs and field trips.

- **Small Craft Center Class Participation Fees**

2011	2012	
\$32,000	\$41,500	Rowing Advisory Council fee (paid in quarterly installments)
\$8,500	\$14,000	Seattle Canoe Club (paid in quarterly installments)
\$40,000	\$45,000	Mt Baker Boating Advisory Council (paid in quarterly installments)



- **Day Camps Booking Fee**

2011	2012	
75% discount of Shelter and/or Table fees	75% discount of Shelter and/or Table fees	Discount of "Picnic Reservation Fee" as found in Fees and Charges, plus \$75 use permit application fee per table and shelter per day.



\$25.00	\$25.00	*Hourly use fee for Community, Natural, Special Use and Recreation Area parks
\$150.00	\$150.00	**Parking area use fee – 25 or fewer spaces blocked per day
\$200.00	\$200.00	**Parking area use fee – 26-50 spaces blocked per day
\$500.00	\$500.00	**Parking area use fee – 51 or more spaces blocked per day

* Hourly use fee for Park Use Permits for all events except those constitutionally protected or those events covered under separate agreement.

** Parking area use fees apply to designated parking areas in some parks that the Parks Department deems necessary to reserve for events.

• **Youth Sports Organizations Use Permits**

All Department review and approval requirements shall apply for all Youth Sports organizations' requests to sell food, beverage, or other items on park property. Qualifying community-based outdoor Youth Sports organizations are exempt from percentage payment requirements for Concession Permits only when selling approved food, drink or other items during scheduled regular season league games and practices.

• **Use of Park Facilities for Filming/Photography**

NOTE: Regular permit fees apply to below charges, including late permit fee.

2011	2012	
\$20.00	\$20.00	Hourly fee for commercial filming/photography (wedding photos, graduation photos, etc.) plus standard application fee of \$75.00 (see reference under "Use Permits.")

Note: Commercial filming and photography for advertising within the City of Seattle is covered under the Seattle Filming Ordinance. All of the information that you need about filming in Seattle can be found in the Seattle Film Manual, located online at www.seattle.gov/filmoffice/film_permits.

• **First Amendment Vending**

Persons may apply for a permit to vend merchandise that is inherently expressive or in which a political, religious, philosophical or ideological message is inextricably intertwined. Such "First Amendment Vending" is governed by regulations adopted by the Department of Parks and Recreation. When conducted on a park drive or boulevard, First Amendment Vending is subject to a base permit fee of seventy-five dollars (\$75.00) for a monthly site permit. When conducted within a park, First Amendment Vending is subject to a monthly base permit fee of seventy-five dollars (\$75.00). Questions concerning the First Amendment Vending Regulations may be directed to the Parks Concessions Coordinator at 233-0063.

• **Construction Plan Review**

The Department of Parks and Recreation (DPR) charges a fee of \$128 per hour for our cost of construction plan reviews, including review of development plans from both private and public entities that affect park property. This DPR fee is in addition to the fee currently charged by the Department of Planning and Development (DPD), excluding Public Works projects which are requested for review outside the DPD review process. The DPD fee includes elements to reimburse DPD, Seattle Public Utilities (SPU), the Department of Health, and Seattle Department of Transportation (SDOT), for the plan review work done by their staff. For further information, please contact the Parks Planning & Development section at 684-4860.



PERMITS FOR NON-PARK USES of PARK PROPERTY (Revocable Use Permits or RUPs)

• General Provisions & Fees

Revocable Permits to Use or Occupy Park Property, commonly called Revocable Use Permits, are issued by the Superintendent of Parks and Recreation, under authority of Seattle Municipal Code (SMC) 18.12.042, 18.12.045, and 18.12.275, for various short-term or on-going (i.e., Limited Term or Continuing Use, respectively) **non-park uses** of public land under the control of the Department of Parks and Recreation. **Permits are revocable upon thirty (30) days notice** or immediately upon failure of the Permittee to comply with the terms and conditions of the Permit. **Unauthorized use of park property**, including failure to apply for and obtain a Revocable Use Permit, **is unlawful and subject to enforcement** actions or other remedies as specified in SMC 18.30 or other applicable law.

In accordance with the Policy on Non-Park Uses of Park Lands, as endorsed by City Council Resolution 29475, it is the policy of the Department of Parks and Recreation to **limit authorized non-park uses of park land to the fullest extent practicable**. Fees and conditions set for Revocable Use Permits **are intended to discourage private, non-park uses of park lands**; encourage the elimination of encroachments; and promote private and public cooperation in maintenance of park lands in a manner consistent with a public park-like character.

Consideration of any permit application requires payment of an Application Fee, unless City action to a public right-of-way resulted in inaccessibility from other than park property. The **Application Fee is non-refundable**. Issuance of a permit requires payment of a Permit Fee which is:

- a **fixed daily fee** (i.e., **Limited Term permit fee**); and/or
- calculated in accordance with a **formula** (**Continuing Use permit fee**); or
- a **minimum** permit fee.

Application Fees and Permit Fees are set periodically by ordinance. Under exceptional circumstances, the Superintendent of Parks and Recreation may waive or reduce the Revocable Use Permit Fee, in accordance with criteria established by SMC 18.28.030 or SMC 18.28.040. Creek restoration projects proposed by other City departments are specifically exempted from permit fees of any kind as the City recognizes these projects as valuable enhancements to its parks and recreation assets. In determining whether the Permit Fee should be **waived or reduced**, the Superintendent shall be guided by:

- The benefit to the public and the direct benefit to the park system;
- The frequency and/or amount of usage requested;
- The effect on and fairness to other park users;
- Consistency with policies underlying the fee schedule and SMC Chapter 18; and
- The consequences of denying the request.

The Superintendent may, at his or her discretion, authorize the **acceptance of permanent physical improvements**, such as constructed improvements or landscaping, as compensation in lieu of the

The **Area** shall be the total of the square footage of park land actually used or occupied for non-park purposes and/or the square footage of park land that is subject to a barrier to public use and/or enjoyment.

The **Barrier Factor** is a multiplier of 1 or less than 1, representing the extent of barrier to public use and enjoyment, as set by the following scale. If two or more Barrier Factors may apply, the greater factor shall apply.

Factor: **1.00** Full use and/or occupancy of area, preventing public use or occupancy of the area (e.g., a private structure); or creation of a physical barrier denying public use or access to the area (e.g., a fence or hedge);

.70 Creation of a perceptual barrier by improvements or actions that capture the public space for private use (e.g., paving, shrubbery, other plantings);

.35 Private landscaping or other improvements on park land that violate, exceed, or are inconsistent with established design guidelines or reasonable standards intended to preserve the public park-like character of park lands (e.g., private access drive or walkway in excess of standard; private lighting or safety railings that exceed a security function).

The **Rate** of return (i.e., land capitalization rate) is set at 10%.

Continuing Use permit fees for permit **periods of less than twelve (12) months are payable in full prior to permit issuance**. Continuing use permit fees for permit periods anticipated to continue for twelve (12) months or more may be pro-rated and annualized and payable in advance for such annualized date as the Department shall establish. If the permit period is shorter than anticipated, the permit fees paid in advance shall be prorated for the time used and over-payment shall be refunded, except in the case of revocation due to Permittee's failure to comply with the terms and conditions of the permit, in which case no refund shall be given. **Permits for utility installations, such as electrical, natural gas, or telephone service, shall be charged as Limited Term permits**, based on the permit period necessary for installation.

There is no Permit Fee charged for Limited Term permits of ninety (90) days or less issued expressly to allow the removal or elimination of an encroachment onto park land.

There is no Permit Fee charged for certain non-park uses of park land which may be allowable by property right, such as driveway access from the roadway portion of a park boulevard if access is not available from any other right-of-way, or pedestrian walkway from a public sidewalk to the abutting private property, if such uses comply with established design guidelines or reasonable standards intended to preserve the public park-like character of park lands.



PROMOTIONAL & MARKETING FEE WAIVERS & REDUCTIONS

The Superintendent of the Department of Parks and Recreation is authorized, as provided in SMC 18.28.020, to waive or reduce entry or use fees from those contained in an approved fee schedule in conjunction with the promotion and marketing of Park and Recreation programs.

EXAMPLES OF FEE WAIVERS & REDUCTIONS

Authorized activities include, but are not limited to, the following arrangements:

1. **Sponsored days:** A sponsored day or activity for which a sponsor pays the Department a fixed fee, a matching amount, or supplies advertising, service, or other benefit. In exchange, the Department provides free public entry use of the facility, or free or reduced entry for a certain segment of the public (e.g., children under 12, senior citizens, anyone donating clothing or food for a drive for those in need); for a special group of the public (e.g., participants in a community parade); or to the first entrants up to a specified number.
2. **Bonus and prizes:** The Department may distribute to users or entrants an item supplied by the sponsor (e.g., a button, a balloon, literature, an item of apparel, or a donated prize for an achievement).
3. **Combination tickets:** The Superintendent may issue a combination ticket for use of multiple City facilities or participation in multiple City events. A combination ticket may also take the form of a reciprocal discount or credit. For example, presentation of a ticket stub or coupon from an aquarium in another city may entitle the holder to a credit on admission to the Seattle Aquarium when a receipt for paid entry to Seattle's Aquarium entitles the holder to like privileges in the facility of the other city. In those cases where a combination ticket is authorized, combining multiple events and facilities:
 - o The combined ticket price may be less than the amount that would be paid for each entry or event singly;
 - o The combined ticket shall expire within a time period after the ticket's sale or first usage, with said period to be determined by the Superintendent of the Department of Parks and Recreation or his or her designee; and
 - o The City and any other participant organizations shall apportion the revenue from the combined sale by a ratio or formula.
4. **Discount Coupons:** A coupon allowing two people to enter for the price of one person, or the coupon holder to enter at a reduced rate. Coupons may be offered through a sponsor who makes a payment to the City or who provides special advertising in return. For example, the coupon may accompany an advertisement in a widely distributed publication for tourists, which contains similar coupons for other attractions. The Department may also use coupons as a way of reaching out to a group or segment of the citizenry, who would not attend or use the facility at the established fee.



APPENDIX

APPENDIX A - Facility Phone Numbers

(Area Code 206)

AQUARIUM

Administrative Office 386-4300
Member/Group Sales/Registrar 386-4353

AQUATICS FACILITIES

ROWING & SAILING CENTERS

Green Lake Small Craft Cntr ... 684-4074
Mt. Baker Rowing & Sailing ... 386-1913

SWIMMING POOLS

Ballard Pool 684-4094
Colman Pool (summer only) ... 684-7494
Evans Pool 684-4961
Madison Pool 684-4979
Meadowbrook Pool 684-4989
Medgar Evers Pool 684-4766
Mounger Pool (summer only) .. 684-4708
Queen Anne Pool 386-4282
Rainier Beach Pool Closed
Southwest Pool 684-7440

ARBORETUM/GARDENS

WA Arboretum Visitor Center 543-8800
Japanese Gardens 684-4725

GOLF DRIVING RANGES

DRIVING RANGES

Interbay 285-2200
Jefferson 763-8989

GOLF COURSES

Green Lake (Pitch & Putt) 632-2280
Interbay 285-2200
Jackson Park 363-4747
Jefferson Park 762-4513
West Seattle 935-5187
West Seattle Clubhouse
Restaurant (Banquets) 932-7577

MOORAGES AND BOAT RENTALS

Aqua Marina 722-3887
Green Lake Boat Rentals 527-0171
Lakewood Moorage 722-3887
Leschi Moorage 325-3730

RENTAL FACILITIES

COMMUNITY CENTERS

Alki 684-7430
Ballard 684-4093
Bitter Lake 684-7524
Delridge 684-7423
Garfield 684-4788
Green Lake 684-0780
IDC CC 233-0042
Hiawatha 684-7441
High Point 684-7422
Jefferson 684-7481
Laurelhurst 684-7529
Loyal Heights 684-4052
Magnolia 386-4235
Meadowbrook 684-7522
Miller 684-4753
Montlake 684-4736
Northgate 386-4283
Queen Anne 386-4240
Rainier 386-1919
Rainier Beach Closed
Ravenna-Eckstein 684-7534
South Park 684-7451
Southwest 684-7438
Van Asselt 386-1921
Yesler 386-1245

ENVIRONMENTAL LEARNING CENTERS

Camp Long 684-7434
Carkeek Park 684-0877
Discovery Park 386-4236
Seward Park 684-4396

OTHER FACILITIES

Langston Hughes Performing
Arts Center 684-4757

SAND POINT/MAGNUSON PARK

Community Center 684-7026

SEATTLE (Amy Yee) TENNIS CENTER

Indoor & Outdoor courts 684-4764

A

APPENDIX



APPENDIX C - Athletics Field Inventory

(*Field Owner: COS = City of Seattle; SPS = Seattle Public Schools)

Field	*Field Owner	Surface	Baseball/ Softball	Soccer	Football	Other	Lighted	Season of Use
African American Academy	SPS	Grass		X				Fall
Alki 1	COS	Grass	X					Sp/Sum
Alki Soccer	COS	Grass		X				Fall
Ballard 1 & 2	COS	Grass	X				X	Sp/Sum
Ballard Soccer	COS	Grass		X			X	Fall
Ballard HS Football	SPS	Synthetic		X	X	X		Year Round
Bar-S 1 & 2	COS	Grass	X					Sp/Sum
Bayview 1	COS	Grass	X					Sp/Sum
Bayview Soccer	COS	Grass		X				Fall
Beacon Hill	COS	Grass	X					Sp/Sum
Beacon Hill Soccer	COS	Grass		X				Fall
BF Day	COS	Grass	X					Sp/Sum
BF Day Soccer	COS	Grass		X				Fall
Bitter Lake 1 & 2	COS	Grass	X				X	Sp/Sum
Bitter Lake Soccer	COS	Grass		X			X	Fall
Bobby Morris 1 & 2	COS	Synthetic	X				X	Sp/Sum
Bobby Morris Soccer	COS	Synthetic		X		X	X	Fall
Boren Baseball	SPS	Grass	X					Sp/Sum
Boren Soccer	SPS	Grass		X				Fall
Brighton 1	COS	Grass	X				X	Sp/Sum
Brighton 2 & 3	COS	Grass	X					Sp/Sum
Brighton Soccer	COS	Grass		X			X	Fall
Cleveland Soccer	COS	Grass		X				Sp-Fall
Cleveland Track	COS	Cinder				X		Sp/Sum
Colman	COS	Grass	X					Sp/Sum
Colman Soccer	COS	Grass		X				Fall
Cowen	COS	Grass				X		Sp/Sum
Dahl 1 & 3 & 4	COS	Grass	X					Sp/Sum
Dahl 2	COS	Grass	X				X	Sp/Sum
Dahl North	COS	Grass		X			X	Sum-Fall

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APPENDIX



Field	*Field Owner	Surface	Baseball/ Softball	Soccer	Football	Other	Lighted	Season of Use
Highland Park Soccer	COS	Grass		X				Fall
Hughes 1 & 2	COS	Grass	X					Sp/Sum
Hughes Soccer	COS	Grass		X				Fall
Hutchinson 1 & 2	COS	Grass	X					Sp/Sum
Hutchinson Soccer	COS	Grass		X		X		Fall
I-90 Lid	COS	Grass		X				Sp/Fall
Ingraham Soccer 1 & 2	SPS	Synthetic		X		X	X	Year Round
Ingraham Baseball/Softball	SPS	Synthetic	X				X	Sp/Sum
Ingraham Stadium	SPS	Synthetic		X	X	X	X	Year Round
Ingraham Track	SPS	Synthetic				X	X	Year Round
Interbay 1	COS	Grass	X					Sp/Sum
Interbay 2	COS	Grass	X				X	Sp/Sum
Interbay Stadium		Synthetic		X			X	Year Round
Interbay T-Ball	COS	Grass	X					Sp/Sum
Interbay West	COS	Grass		X	X		X	Fall
Jefferson	COS	Synthetic		X		X	X	Sp/Sum
John Rogers NE, NW, SE, SW	SPS	Grass	X			X		Sp/Sum
John Rogers Soccer	COS	Grass		X				Fall
Judkins 1 & 2	COS	Grass	X					Sp/Sum
Judkins Middle & Mod Soccer	COS	Grass		X		X		Fall
Judkins Football	COS	Grass			X	X		Fall
Lakeridge	COS	Grass	X					Sp/Sum
Lakewood 1	COS	Grass	X					Sp/Sum
Lakewood Soccer	COS	Grass		X				Fall
Laurelhurst 1 & 2	COS	Grass	X					Sp/Sum
Laurelhurst Soccer	COS	Grass		X				Fall
Lawton Park	COS	Grass	X					Sp/Sum

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 APPENDIX



Field	*Field Owner	Surface	Baseball/ Softball	Soccer	Football	Other	Lighted	Season of Use
Maple Wood 1 & 2	COS	Grass	X					Sp/Sum
Maple Wood Soccer		Grass		X				Fall
Marshall Elem	SPS	Grass		X				Fall
McGilvra	SPS	Synthetic		X				Year Round
Meadowbrook 1, 2, & 3	COS	Grass	X					Sp/Sum
Miller 1 & 2	COS	Synthetic	X				X	Sp/Sum
Miller Soccer	COS	Synthetic		X		X	X	Year Round
Montlake 1	COS	Grass	X					Sp/Sum
Montlake Football & Soccer	COS	Grass		X	X			Sp-Fall
Montlake Track	COS	Cinder				X		Sp/Sum
Nathan Hale Stadium	SPS	Synthetic		X	X	X	X	Year Round
Nathan Hale Track	SPS	Synthetic				X	X	Sp/Sum
North Acres 1 & 2	COS	Grass	X					Sp/Sum
North Acres Soccer	COS	Grass		X				Fall
North Beach 1	SPS	Grass	X					Sp/Sum
North Beach Soccer	SPS	Grass		X				Fall
North Gate 1, 2, 3, & 4	SPS	Grass	X					Sp/Sum
North Gate Soccer	SPS	Grass		X				Fall
Olympic Hills North	SPS	Grass	X					Sp/Sum
Olympic Hills Soccer	SPS	Grass		X				Sp/Sum
Pathfinder	SPS	Grass	X					Sp/Sum
Pinehurst	COS	Grass	X	X				Sp-Fall
Queen Anne 1 & 2	COS	Grass	X				X	Sp/Sum
Queen Anne 3	COS	Grass	X					Sp/Sum
Queen Anne Soccer	COS	Grass		X			X	Fall

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 APPENDIX

Field	*Field Owner	Surface	Baseball/ Softball	Soccer	Football	Other	Lighted	Season of Use
Smith Cove	COS	Grass		X				Fall
Soundview 1, 2, 3, & 4	COS	Grass	X					Sp/Sum
Soundview Lower	COS	Grass		X	X	X		Sp-Fall
Soundview Upper	COS	Grass		X				Fall
South Park 1 & 2	COS	Grass	X					Sp/Sum
South Park Soccer	COS	Grass		X				Sp-Fall
Summit 1	SPS	Synthetic		X				Year Round
Summit 2	SPS	Synthetic		X		X	X	Year Round
Summit Lower Baseball	SPS	Synthetic	X					Sp/Sum
Summit Upper Baseball	SPS	Grass	X					Sp/Sum
Summit Upper Football & Soccer	SPS	Grass		X	X			Fall
University 1	COS	Grass	X					Sp/Sum
University Soccer	COS	Grass		X				Fall
Van Asselt Elem	SPS	Synthetic		X				Year Round
Van Asselt 1 & 2	COS	Grass	X					Sp/Sum
Van Asselt Soccer	COS	Grass		X		X		Fall
View Ridge 1 & 2	COS	Grass	X					Sp/Sum
View Ridge Soccer	COS	Grass		X				Sum-Fall
View Ridge Elem Baseball	SPS	Grass	X					Sp/Sum
Wallingford	COS	Grass	X	X		X		Sp-Fall
Walt Hundley 1 & 2	COS	Grass	X			X		Sp/Sum
Walt Hundley Soccer	COS	Synthetic		X			X	Year Round
Wash Park Soccer	COS	Sand		X			X	Year Round

C
APPENDIX

APPENDIX D – Parks Department Refund Policy

Department Policy & Procedure



Subject: Refund Policy (for community centers, swimming pools, small craft centers and other recreational providers)	Number 060-P 7.16	
	Effective 3/15/2001	
	Supersedes N/A.	
Approved:	Department: Parks and Recreation & The Associated Recreation Council	Page 1 of 3

For community centers, swimming pools, small craft centers and other recreation providers, it is the policy of Seattle Parks and Recreation and the Associated Recreation Council that:

- *Any person who registers for a class, camp, special event or program that is cancelled for any reason by the Department or the Advisory Council will receive a full refund.*
- *Any person who registers for a day camp, trip, overnight camp, special event, or facility rental, and who requests a refund 14 days or more before its start (or before the second session of a class), may receive a refund minus a service charge.*
- *Any person who registers for a day camp, trip, overnight camp, special event, or facility rental, and who withdraws from the activity fewer than 14 days before its start (or after the second session of a class), will receive no refund.*

Please read the entire policy for specific information.

1.0 DEFINITIONS:

“Refund” is the direct payment of money or a credit to a credit card account. If payment was made by cash or check, a refund will be processed through the Accounting office and may take approximately three weeks. If payment is made through credit card, the refund will be processed within 48 hours of the request. Service charges will be applied to all refunds.

“Cancellation” is when the Department does not operate a program as originally planned and/or scheduled that results in a refund to the customer without a service charge applied.

2.0 CANCELLATION: It is the policy of Seattle Parks and Recreation and Associated Recreation Council to make a full refund to participants who register for a class, camp, special event or program that is canceled by the Department or Advisory Council for any reason.

3.0 CANCELLATION OF ONE SESSION: In the event of an unplanned cancellation of a single session of a class, that class will be rescheduled whenever possible. If it cannot be rescheduled, the participant will receive a refund.



11.0 ADULT SPORTS

If a team drops from league play after the deposit is paid and before the final payment is due, a refund will only be issued if a team is found to take the place of the team that wishes to drop from league play. A service charge of 10% of the fee will be retained by the facility. No refunds will be issued after the final payment is made and/or final schedules are drawn.

12.0 NO REFUNDS: We are unable to issue refunds for clothing which has been used or worn (goggles, swim caps, t-shirts) or for food items, unless there is a product defect. Exchanges may be made for defective products.

13.0 OTHER EXCEPTIONS: Occasionally, no refund is available for a specific program or service, which may include deposits for registration or rentals. Information on any specific exception is available from recreation staff prior to payment or purchase.



Changes from the Adopted 2011-2012 Fee Schedule to the Proposed 2012 Fee Schedule

The table below identifies all Department of Parks and Recreation proposed fees included in Attachment 1 that are changed from 2011 Adopted and 2012 Endorsed 2012 fees. Changes are noted for Proposed 2012 fees when compared to Endorsed 2012 fees.

Facility/Area	Service	Page # in 2011-12 Schedule	Description	Adopted 2011 Fee	Endorsed 2012 Fee	Proposed 2012 Fee	Comments
Tax Statement	Statement regarding taxes and credit cards accepted for payment	Cover Page	Possible assessment of additional taxes	N/A	N/A	N/A	The State Department of Revenue is reviewing the sales tax status of athletic field use charges and may assess an additional tax within the year. This statement clarifies what may happen to fees if additional taxes are assessed.
Authority and General Provisions	General Provisions	1	Superintendent authorization to operate for fee parking	N/A	N/A	N/A	Per City Council Resolution, this paragraph explains the Superintendent's authority to operate for fee parking, and includes references to the SMC Section and RCW.
Japanese Garden (Arboretum)	Tateuchi Community Room Rental	4	Staffing fee per hour	N/A	\$25.00	No Change	Editorial clarification stating that staff rates increase 1 ½ times per hour on holidays
Japanese Garden (Arboretum)	Shoseian Tea House Rental	4	Staffing fee per hour	N/A	\$25.00	No Change	Editorial clarification stating that staff rates increase 1 ½ times per hour on holidays
Amy Yee Tennis Center	Pilot for Resident Discount	5	Special Note regarding 2012 Pilot introducing discount fee for Seattle residents	N/A	N/A	N/A	Adds Special Note to Participants, informing them of the 2012 Pilot program introducing a discount fee for Seattle residents.

Changes from the Adopted 2011-2012 Fee Schedule to the Proposed 2012 Fee Schedule

The table below identifies all Department of Parks and Recreation proposed fees included in Attachment 1 that are changed from 2011 Adopted and 2012 Endorsed 2012 fees. Changes are noted for Proposed 2012 fees when compared to Endorsed 2012 fees.

Facility/Area	Service	Page # in 2011-12 Schedule	Description	Adopted 2011 Fee	Endorsed 2012 Fee	Proposed 2012 Fee	Comments
Amy Yee Tennis Center	Indoor Court Fees <i>Pilot</i>	5	<i>Standard Fee Type - Singles</i>	\$32.00	\$32.00	\$35.25	The proposed fee increase is in response to the Pilot program to charge a higher fee to non-residents (fee for Seattle Residents is not raised, and remains the same as the 2012 Endorsed fee)
Amy Yee Tennis Center	Indoor Court Fees <i>Pilot</i>	5	<i>Standard Fee Type - Doubles</i>	\$40.00	\$40.00	\$44.00	The proposed fee increase is in response to the Pilot program to charge a higher fee to non-residents (fee for Seattle Residents remains the same as the 2012 Endorsed fee)
Amy Yee Tennis Center	Indoor Court Fees <i>Pilot</i>	5	<i>Standard Fee Type - Senior Adult/Special Populations Singles Indoor</i>	\$31.00	\$31.00	\$34.00	The proposed fee increase is in response to the Pilot program to charge a higher fee to non-residents (fee for Seattle Residents remains the same as the 2012 Endorsed fee)
Amy Yee Tennis Center	Indoor Court Fees <i>Pilot</i>	5	<i>Standard Fee Type - Senior Adult/Special Populations Doubles Indoor</i>	\$39.00	\$39.00	\$43.00	The proposed fee increase is in response to the Pilot program to charge a higher fee to non-residents (fee for Seattle Residents remains the same as the 2012 Endorsed fee)
Amy Yee Tennis Center	Indoor Court Fees <i>Pilot</i>	5	<i>Standard Fee Type - Telephone Reservation Card (annual)</i>	\$55.00	\$55.00	\$60.50	The proposed fee increase is in response to the Pilot program to charge a higher fee to non-residents (fee for Seattle Residents remains the same as the 2012 Endorsed fee)

Changes from the Adopted 2011-2012 Fee Schedule to the Proposed 2012 Fee Schedule

The table below identifies all Department of Parks and Recreation proposed fees included in Attachment 1 that are changed from 2011 Adopted and 2012 Endorsed 2012 fees. Changes are noted for Proposed 2012 fees when compared to Endorsed 2012 fees.

Facility/Area	Service	Page # in 2011-12 Schedule	Description	Adopted 2011 Fee	Endorsed 2012 Fee	Proposed 2012 Fee	Comments
Amy Yee Tennis Center	Outdoor Court Fees <i>Pilot</i>	5	<i>Standard Fee Type -</i> Reservation Fee	\$12.00	\$12.00	\$13.25	The proposed fee increase is in response to the Pilot program to charge a higher fee to non-residents (fee for Seattle Residents remains the same as the 2012 Endorsed fee)
Amy Yee Tennis Center	Outdoor Court Fees <i>Pilot</i>	5	<i>Standard Fee Type</i> Telephone Reservation Card (annual)	\$55.00	\$55.00	\$60.50	The proposed fee increase is in response to the Pilot program to charge a higher fee to non-residents (fee for Seattle Residents remains the same as the 2012 Endorsed fee)
Amy Yee Tennis Center	USTA & Cup League Fees <i>Pilot</i>	5	<i>Standard Fee Type -</i> USTA League players, each, for 90-minute match	\$12.00	\$12.00	\$13.25	The proposed fee increase is in response to the Pilot program to charge a higher fee to non-residents (fee for Seattle Residents remains the same as the 2012 Endorsed fee)
Amy Yee Tennis Center	USTA & Cup League Fees <i>Pilot</i>	5	<i>Standard Fee Type -</i> Cup League players, each, for 75-minute match	\$10.00	\$10.00	\$11.00	The proposed fee increase is in response to the Pilot program to charge a higher fee to non-residents (fee for Seattle Residents remains the same as the 2012 Endorsed fee)
Amy Yee Tennis Center	Tennis Lessons Private/Semi-Private Lessons <i>Pilot</i>	6	<i>Standard Fee Type -</i> One Person	\$60.00	\$60.00	\$66.00	The proposed fee increase is in response to the Pilot program to charge a higher fee to non-residents (fee for Seattle Residents remains the same as the 2012 Endorsed fee)

Changes from the Adopted 2011-2012 Fee Schedule to the Proposed 2012 Fee Schedule

The table below identifies all Department of Parks and Recreation proposed fees included in Attachment 1 that are changed from 2011 Adopted and 2012 Endorsed 2012 fees. Changes are noted for Proposed 2012 fees when compared to Endorsed 2012 fees.

Facility/Area	Service	Page # in 2011-12 Schedule	Description	Adopted 2011 Fee	Endorsed 2012 Fee	Proposed 2012 Fee	Comments
Amy Yee Tennis Center	Tennis Lessons Private/Semi-Private Lessons <i>Pilot</i>	6	<i>Standard Fee Type - Two People</i>	\$64.00	\$64.00	\$70.50	The proposed fee increase is in response to the Pilot program to charge a higher fee to non-residents (fee for Seattle Residents remains the same as the 2012 Endorsed fee)
Amy Yee Tennis Center	Tennis Lessons Private/Semi-Private Lessons <i>Pilot</i>	6	<i>Standard Fee Type - Three people</i>	\$75.00	\$75.00	\$82.50	The proposed fee increase is in response to the Pilot program to charge a higher fee to non-residents (fee for Seattle Residents remains the same as the 2012 Endorsed fee)
Amy Yee Tennis Center	Tennis Lessons Private/Semi-Private Lessons <i>Pilot</i>	6	<i>Standard Fee Type - Four People</i>	\$80.00	\$80.00	\$88.00	The proposed fee increase is in response to the Pilot program to charge a higher fee to non-residents (fee for Seattle Residents remains the same as the 2012 Endorsed fee)
Amy Yee Tennis Center	Tennis Lessons Private/Semi-Private Lessons <i>Pilot</i>	6	<i>Standard Fee Type - Five People</i>	\$90.00	\$90.00	\$99.00	The proposed fee increase is in response to the Pilot program to charge a higher fee to non-residents (fee for Seattle Residents remains the same as the 2012 Endorsed fee)
Amy Yee Tennis Center	Tennis Lessons Private/Semi-Private Lessons <i>Pilot</i>	6	<i>Standard Fee Type - Surcharge for lessons on City holidays</i>	\$15.00	\$15.00	\$16.50	The proposed fee increase is in response to the Pilot program to charge a higher fee to non-residents (fee for Seattle Residents remains the same as the 2012 Endorsed fee)

Changes from the Adopted 2011-2012 Fee Schedule to the Proposed 2012 Fee Schedule

The table below identifies all Department of Parks and Recreation proposed fees included in Attachment 1 that are changed from 2011 Adopted and 2012 Endorsed 2012 fees. Changes are noted for Proposed 2012 fees when compared to Endorsed 2012 fees.

Facility/Area	Service	Page # in 2011-12 Schedule	Description	Adopted 2011 Fee	Endorsed 2012 Fee	Proposed 2012 Fee	Comments
Amy Yee Tennis Center	Tennis Lessons Adult Group Lessons Pilot	6	Standard Fee Type - Groups, 6 sessions	\$77.00	\$77.00	\$84.75	The proposed fee increase is in response to the Pilot program to charge a higher fee to non-residents (fee for Seattle Residents remains the same as the 2012 Endorsed fee)
Amy Yee Tennis Center	Tennis Lessons Adult Group Lessons Pilot	6	Standard Fee Type - Camps, 10 hrs/4 days	\$98.00	\$98.00	\$107.75	The proposed fee increase is in response to the Pilot program to charge a higher fee to non-residents (fee for Seattle Residents remains the same as the 2012 Endorsed fee)
Amy Yee Tennis Center	Tennis Lessons Adult Play – Instructional Classes Pilot	6	Standard Fee Type - Per person fee 5 students max 6 weeks	\$85.00	\$85.00	\$93.50	The proposed fee increase is in response to the Pilot program to charge a higher fee to non-residents (fee for Seattle Residents remains the same as the 2012 Endorsed fee)
Amy Yee Tennis Center	Tennis Lessons Junior Group Lessons Pilot	6	Standard Fee Type - 6 sessions 1.25 per week	\$57.00	\$57.00	\$62.75	The proposed fee increase is in response to the Pilot program to charge a higher fee to non-residents (fee for Seattle Residents remains the same as the 2012 Endorsed fee)
Amy Yee Tennis Center	Tennis Lessons Junior Group Lessons Pilot	6	Standard Fee Type - Junior Camp	\$77.00	\$77.00	\$84.75	The proposed fee increase is in response to the Pilot program to charge a higher fee to non-residents (fee for Seattle Residents remains the same as the 2012 Endorsed fee)

Changes from the Adopted 2011-2012 Fee Schedule to the Proposed 2012 Fee Schedule

The table below identifies all Department of Parks and Recreation proposed fees included in Attachment 1 that are changed from 2011 Adopted and 2012 Endorsed 2012 fees. Changes are noted for Proposed 2012 fees when compared to Endorsed 2012 fees.

Facility/Area	Service	Page # in 2011-12 Schedule	Description	Adopted 2011 Fee	Endorsed 2012 Fee	Proposed 2012 Fee	Comments
Amy Yee Tennis Center	Tennis Lessons Junior Development Program Pilot	6	Standard Fee Type - Future Stars / Tournament Team	\$62.00	\$62.00	\$68.25	The proposed fee increase is in response to the Pilot program to charge a higher fee to non-residents (fee for Seattle Residents remains the same as the 2012 Endorsed fee)
Amy Yee Tennis Center	Tennis Lessons Tiny Tots Pilot	7	Standard Fee Type - Beginning ages 4-5	\$27.00	\$27.00	\$29.75	The proposed fee increase is in response to the Pilot program to charge a higher fee to non-residents (fee for Seattle Residents remains the same as the 2012 Endorsed fee)
Amy Yee Tennis Center	Tennis Lessons Tiny Tots Pilot	7	Standard Fee Type - Beginning ages 6-7	\$37.00	\$37.00	\$40.75	The proposed fee increase is in response to the Pilot program to charge a higher fee to non-residents (fee for Seattle Residents remains the same as the 2012 Endorsed fee)
Amy Yee Tennis Center	Tennis Lessons Tiny Tots Pilot	7	Standard Fee Type - Advanced ages 6-7 (1 hour for 6 wks)	\$47.00	\$47.00	\$51.75	The proposed fee increase is in response to the Pilot program to charge a higher fee to non-residents (fee for Seattle Residents remains the same as the 2012 Endorsed fee)
Amy Yee Tennis Center	Tennis Lessons Tiny Tots Pilot	7	Standard Fee Type - Advanced ages 6-7 (1¼ hour for 6 wks)	\$57.00	\$57.00	\$62.75	The proposed fee increase is in response to the Pilot program to charge a higher fee to non-residents (fee for Seattle Residents remains the same as the 2012 Endorsed fee)

Changes from the Adopted 2011-2012 Fee Schedule to the Proposed 2012 Fee Schedule

The table below identifies all Department of Parks and Recreation proposed fees included in Attachment 1 that are changed from 2011 Adopted and 2012 Endorsed 2012 fees. Changes are noted for Proposed 2012 fees when compared to Endorsed 2012 fees.

Facility/Area	Service	Page # in 2011-12 Schedule	Description	Adopted 2011 Fee	Endorsed 2012 Fee	Proposed 2012 Fee	Comments
Amy Yee Tennis Center	Tennis Lessons Competitive Flights Pilot	7	Standard Fee Type - Doubles	\$62.00	\$62.00	\$68.50	The proposed fee increase is in response to the Pilot program to charge a higher fee to non-residents (fee for Seattle Residents remains the same as the 2012 Endorsed fee)
Amy Yee Tennis Center	Tennis Lessons Competitive Flights Pilot	7	Standard Fee Type - Singles	\$77.00	\$77.00	\$84.75	The proposed fee increase is in response to the Pilot program to charge a higher fee to non-residents (fee for Seattle Residents remains the same as the 2012 Endorsed fee)
Amy Yee Tennis Center	Tennis Lessons Competitive Flights Pilot	7	Standard Fee Type - Flight substitute	\$7.00	\$7.00	\$7.75	The proposed fee increase is in response to the Pilot program to charge a higher fee to non-residents (fee for Seattle Residents remains the same as the 2012 Endorsed fee)
Amy Yee Tennis Center	Tennis Lessons Special Events & Equipment Rental Pilot	7	Standard Fee Type - Public Group	No Change	No Change	No Change	Added line for Standard Fee Type; this fee is already stated clearly for Resident and Standard Fee Types.
Amy Yee Tennis Center	Tennis Lessons Special Events & Equipment Rental Pilot	7	Standard Fee Type - Public Group	No Change	No Change	No Change	Added line for Standard Fee Type; this fee is already stated clearly for Resident and Standard Fee Types.

Changes from the Adopted 2011-2012 Fee Schedule to the Proposed 2012 Fee Schedule

The table below identifies all Department of Parks and Recreation proposed fees included in Attachment 1 that are changed from 2011 Adopted and 2012 Endorsed 2012 fees. Changes are noted for Proposed 2012 fees when compared to Endorsed 2012 fees.

Facility/Area	Service	Page # in 2011-12 Schedule	Description	Adopted 2011 Fee	Endorsed 2012 Fee	Proposed 2012 Fee	Comments
Amy Yee Tennis Center	Tennis Lessons Special Events & Equipment Rental <i>Pilot</i>	7	<i>Standard Fee Type -</i> One day clinic fee, per person	\$18.00	\$18.00	\$19.75	The proposed fee increase is in response to the Pilot program to charge a higher fee to non-residents (fee for Seattle Residents remains the same as the 2012 Endorsed fee)
Amy Yee Tennis Center	Tennis Lessons Special Events & Equipment Rental <i>Pilot</i>	7	<i>Standard Fee Type -</i> Ball machine rental: per court time	\$14.00	\$14.00	\$15.50	The proposed fee increase is in response to the Pilot program to charge a higher fee to non-residents (fee for Seattle Residents remains the same as the 2012 Endorsed fee)
Amy Yee Tennis Center	Tennis Lessons Special Events & Equipment Rental <i>Pilot</i>	7	<i>Standard Fee Type -</i> Racket rental: per use	\$3.00	\$3.00	\$3.25	The proposed fee increase is in response to the Pilot program to charge a higher fee to non-residents (fee for Seattle Residents remains the same as the 2012 Endorsed fee)
Amy Yee Tennis Center	Tennis Lessons Public Service Adult, Indoor Tennis Court Time <i>Pilot</i>	7	<i>Standard Fee Type -</i> Senior fee May 1 st thru Sept 30 th	\$5.00	\$5.00	\$5.50	The proposed fee increase is in response to the Pilot program to charge a higher fee to non-residents (fee for Seattle Residents remains the same as the 2012 Endorsed fee)

Changes from the Adopted 2011-2012 Fee Schedule to the Proposed 2012 Fee Schedule

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Facility/Area	Service	Page # in 2011-12 Schedule	Description	Adopted 2011 Fee	Endorsed 2012 Fee	Proposed 2012 Fee	Comments
Amy Yee Tennis Center	Tennis Lessons Public Service Adult Indoor Tennis Court Time Pilot	7	Standard Fee Type - Senior fee Oct 1 st thru April 30 th	\$5.00	\$5.00	\$5.50	The proposed fee increase is in response to the Pilot program to charge a higher fee to non-residents (fee for Seattle Residents remains the same as the 2012 Endorsed fee)
Swimming Pools	Recreation Swimming	8	Discount Recreational Swim Card 10 Pass Adult	\$42.75	\$42.75	\$42.70	Adjusted fee down by 5 cents to allow our automated CLASS registration system to calculate these passes accurately
Swimming Pools	Recreation Swimming	8	Discount Recreational Swim Card 10 Pass Sr/Yth/SP	\$29.25	\$29.25	\$29.20	Adjusted fee down by 5 cents to allow our automated CLASS registration system to calculate these passes accurately
Swimming Pools	General Rental Fees	9	Hourly lifeguard staff costs	\$25.00	\$25.00	No Change	Editorial clarification stating that staff rates increase 1 ½ times per hour on holidays
Swimming Pools	Timing System Rental	10	Additional staff charge for delivery, set up, operation and clean-up	\$25.00	\$25.00	No Change	Editorial clarification stating that staff rates increase 1 ½ times per hour on holidays
Swimming Pools	Super Deluxe Birthday Party Package	11	Minimum package fee	\$218.00	\$218.00	\$248.00	Editorial clarification to state fees as they are used by the public (instead of separating out the party rental area, since everyone includes this in their rental). This reduces the total rental package by \$5

Changes from the Adopted 2011-2012 Fee Schedule to the Proposed 2012 Fee Schedule

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Facility/Area	Service	Page # in 2011-12 Schedule	Description	Adopted 2011 Fee	Endorsed 2012 Fee	Proposed 2012 Fee	Comments
Swimming Pools	Super Deluxe Birthday Party Package	11	Super Deluxe Birthday Party lobby/deck Rental	\$35.00	\$35.00	N/A	This fee is no longer applicable as a separate fee, as it is included with the Super Deluxe Birthday Party Package fee
Athletic Facilities	West Seattle Stadium and Interbay Stadium Usage Fees	12	Light Fee	No Change	No Change	No Change	Editorial clarification, stating that this fee is charged for all uses requiring lights (not just adults)
Athletic Facilities	West Seattle Stadium and Interbay Stadium Usage Fees	12	Staff Fee	\$25.00	\$25.00	No Change	Editorial clarification stating that staff rates increase 1 ½ times per hour on holidays
Athletic Facilities	Adult Sports Fees	14	Staff Fee (when using Lower Woodland scoreboard)	\$25.00	\$25.00	No Change	Editorial clarification stating that staff rates increase 1 ½ times per hour on holidays
Facility Rentals	Small Craft and Rowing & Sailing Centers	16	Mt Baker Room Chart note	N/A	N/A	N/A	Editorial clarification for surcharge assessment by Advisory Council for meeting room rental, since building is ready for public rentals
Facility Rentals	Hourly Room and Gymnasium Rental Fees	17	Staff Fee Class C	\$25.00	\$25.00	No Change	Editorial clarification stating that staff rates increase 1 ½ times per hour on holidays

Changes from the Adopted 2011-2012 Fee Schedule to the Proposed 2012 Fee Schedule

The table below identifies all Department of Parks and Recreation proposed fees included in Attachment 1 that are changed from 2011 Adopted and 2012 Endorsed 2012 fees. Changes are noted for Proposed 2012 fees when compared to Endorsed 2012 fees.

Facility/Area	Service	Page # in 2011-12 Schedule	Description	Adopted 2011 Fee	Endorsed 2012 Fee	Proposed 2012 Fee	Comments
Facility Rentals	Hourly Room and Gymnasium Rental Fees	17	Gymnasiums Staff Costs (clarification at heading)	N/A	N/A	N/A	Editorial clarification stating that staff rates increase 1 ½ times per hour on holidays
Environmental Learning Centers	Camp Long Picnic Shelters	19	West Shelter	\$85.00	\$85.00	\$80.00	Editorial clarification to be consistent with all Parks shelter and picnic fees. Also clarifies ½ day rate and number of tables at shelter.
Environmental Learning Centers	Camp Long Picnic Shelters	19	East Shelter	\$95.00	\$95.00	\$90.00	Editorial clarification to be consistent with all Parks shelter and picnic fees. Also clarifies ½ day rate and number of tables at shelter.
Boathouse, Bathhouse, Shelterhouse, and Pumphouse	Rentals	20	Mt Baker Boathouse Main Hall	N/A	N/A	\$160.00	The construction of this room is complete and available for public rental. Revenues were reflected in the 2011 Adopted Budget. The proposed fee brings this fee in line with or below the average fee charged at comparable facilities.
Boathouse, Bathhouse, Shelterhouse, and Pumphouse	Rentals	20	Mt Baker Boathouse Kitchen	N/A	N/A	\$25.00	The construction of this room is complete and available for public rental. Revenues were reflected in the 2011 Adopted Budget. The proposed fee brings this fee in line with or below the average fee charged at comparable facilities.

Changes from the Adopted 2011-2012 Fee Schedule to the Proposed 2012 Fee Schedule

The table below identifies all Department of Parks and Recreation proposed fees included in Attachment 1 that are changed from 2011 Adopted and 2012 Endorsed 2012 fees. Changes are noted for Proposed 2012 fees when compared to Endorsed 2012 fees.

Facility/Area	Service	Page # in 2011-12 Schedule	Description	Adopted 2011 Fee	Endorsed 2012 Fee	Proposed 2012 Fee	Comments
Boathouse, Bathhouse, Shelterhouse, and Pumphouse	Rentals	20	Dakota Place Shelterhouse Building Rental	N/A	N/A	\$120.00	The construction of this area is complete and available for public rental. The proposed fee brings this fee in line with or below the average fee charged at comparable facilities (consistent with our Community Center and Gymnasium Rental fees).
Boathouse, Bathhouse, Shelterhouse, and Pumphouse	Rentals	20	Dakota Place Shelterhouse Outside Patio	N/A	N/A	\$80.00	The construction of this area is complete and available for public rental. The proposed fee brings this fee in line with or below the average fee charged at comparable facilities (consistent with our Community Center and Gymnasium Rental fees).
Langston Hughes Performing Arts Center	Meeting Rooms	22	Staff Costs	N/A	N/A	N/A	Editorial clarification stating that staff rates increase 1 ½ times per hour on holidays
Langston Hughes Performing Arts Center	Meeting Rooms	22	Kitchen	\$48.00	\$48.00	No Change	Editorial clarification stating that staff rates increase 1 ½ times per hour on holidays
Warren G. Magnuson Park	Staffing Fees	24	Event attendant, per hour	\$25.00	\$25.00	No Change	Editorial clarification stating that staff rates increase 1 ½ times per hour on holidays

Changes from the Adopted 2011-2012 Fee Schedule to the Proposed 2012 Fee Schedule

The table below identifies all Department of Parks and Recreation proposed fees included in Attachment 1 that are changed from 2011 Adopted and 2012 Endorsed 2012 fees. Changes are noted for Proposed 2012 fees when compared to Endorsed 2012 fees.

Facility/Area	Service	Page # in 2011-12 Schedule	Description	Adopted 2011 Fee	Endorsed 2012 Fee	Proposed 2012 Fee	Comments
Warren G. Magnuson Park	Staffing Fees	24	Skilled staff/tradesperson, per hour	\$35.00	\$35.00	No Change	Editorial clarification stating that staff rates increase 1 ½ times per hour on holidays
Recreation Participation Fees	Community Center and Outdoor Recreation Class Fee	26	Percent of fee for all Advisory Council sponsored activities	3.25%	3.25%	4.0%	Increases the percentage of Participation fee collected from the Advisory Councils for sponsored classes, programs, and sessions at community centers and for outdoor recreation programs.
Recreation Participation Fees	Lifelong Recreation Program Participation Fees	26	Percent of Senior Adult Advisory Council fee sponsored activities	10.0%	10.0%	4.0%	Decreases the percentage of Participation fee collected from the Senior Adult Advisory Council for sponsored classes, programs, and sessions at community centers and for outdoor recreation programs.
Recreation Participation Fees	Small Craft Center Class Participation Fees	26	Green Lake Rowing Advisory Council	\$32,000	\$41,500	No Change	Editorial correction; this increase and associated revenue was reflected in the 2011-2012 budget process, but was not included in the 2011-2012 Fees & Charges legislation.
Recreation Participation Fees	Small Craft Center Class Participation Fees	26	Green Lake Seattle Canoe Club	\$8,500	\$14,000	No Change	Editorial correction; this increase and associated revenue was reflected in the 2011-2012 budget process, but was not included in the 2011-2012 Fees & Charges legislation.

Changes from the Adopted 2011-2012 Fee Schedule to the Proposed 2012 Fee Schedule

The table below identifies all Department of Parks and Recreation proposed fees included in Attachment 1 that are changed from 2011 Adopted and 2012 Endorsed 2012 fees. Changes are noted for Proposed 2012 fees when compared to Endorsed 2012 fees.

Facility/Area	Service	Page # in 2011-12 Schedule	Description	Adopted 2011 Fee	Endorsed 2012 Fee	Proposed 2012 Fee	Comments
Recreation Participation Fees	Small Craft Center, Class Participation Fees	26	Mt Baker Boating Advisory Council	\$40,000	\$45,000	No Change	Editorial correction; this increase and associated revenue was reflected in the 2011-2012 budget process, but was not included in the 2011-2012 Fees & Charges legislation.
Reservations	Park Area Ceremony Fee	27	Hourly fee to use parks for weddings or other ceremonies at Kubota Gardens and Parsons Gardens	\$175.00	\$175.00	No Change	Editorial clarification stating that staff rates increase 1 ½ times per hour on holidays
Reservations	Park Area Ceremony Fee	27	Ceremony attendant, per hour	\$25.00	\$25.00	No Change	Editorial clarification stating that staff rates increase 1 ½ times per hour on holidays
Use Permits	Construction Contracts Review	30	Fee to acquire a copy of the construction contract bidding documents	\$35.00	\$35.00	Delete	The Parks Department no longer sells bid sets, so we are deleting this fee.
Use Permits	First Amendment Vending	30	Fee for vending of merchandise compelled by First Amendment	\$75.00	\$75.00	No Change	Revises language to conform with legal requirements
Use Permits	Construction Plan Review	30	Review by Parks Department Staff	N/A	N/A	\$128.00	This fee represents the addition of the Parks Department's share of the cost of construction plan review to the fee currently charged by DPD which was reflected in the 2012 Endorsed Budget.

Changes from the Adopted 2011-2012 Fee Schedule to the Proposed 2012 Fee Schedule

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Facility/Area	Service	Page # in 2011-12 Schedule	Description	Adopted 2011 Fee	Endorsed 2012 Fee	Proposed 2012 Fee	Comments
Appendix	Appendix B	Appendix B	Permit, Reservation, and Information Phone Numbers	N/A	N/A	N/A	Added the Boat Launch Permits telephone number to "Specialized Permits & Contracts" listing
Appendix	Appendix B	Appendix B	Permit, Reservation, and Information Phone Numbers	N/A	N/A	N/A	Added the Construction Plan Review telephone number to "Specialized Permits & Contracts" listing
Appendix	Appendix B	Appendix B	Permit, Reservation, and Information Phone Numbers	N/A	N/A	N/A	Added the Business Service Center telephone number to "Information" listing
Appendix	Appendix C	Appendix C	Athletics Field Inventory	N/A	N/A	N/A	Updated the inventory to correspond with surface, type of field, lights, and season of use.

2012 BUDGET LEGISLATION FISCAL NOTE

Department:	Contact Person/Phone:	CBO Analyst/Phone:
Parks and Recreation	Korie Voorheis/ 684-4135	Amy Williams/ 233-2651

Legislation Title: AN ORDINANCE relating to the Department of Parks and Recreation; establishing the 2012 fee schedule for the use of park properties and other park and recreation facilities and services; superseding previous park and recreation fee schedules; and amending Section 18.28.010 of the Seattle Municipal Code.

Summary of the Legislation:

This legislation establishes the Department of Parks and Recreation's (DPR's) Fee Schedule for 2012.

Background:

DPR's fees and charges provide financial support for the operation and maintenance of DPR programs, facilities, and park grounds. The DPR Fee Schedule transmitted by this legislation includes new or increased fees to address inflation and improved cost recovery in 2012.

The revenue generated by these fees constitutes approximately 10 % of the funding used for operating and maintaining Parks facilities, excluding revenue associated with the Golf Program, which is addressed in Ordinance 121351. All fees collected from DPR activities and concessions are used exclusively for Parks facilities, with the exception of fees related to the Joint Athletic Field Use Agreement between the City of Seattle and Seattle Public Schools (SPS). The City schedules and collects fees for the use of both City and SPS athletic fields, and retains a portion of SPS's field fees to recover administrative costs. The appropriate balance is then remitted to SPS.

DPR evaluates its fees and charges on an annual basis as part of the City's budget process. Attachment 2 to the Ordinance, "Changes from the Adopted 2011-2012 Fee Schedule to the Proposed 2012 Fee Schedule" reflects DPR's proposed fee changes for 2012.

DPR's fees are reviewed annually to determine whether changes to the fee structure are warranted. Improved cost recovery is a consideration when developing fee increases and implementing cost of living adjustments, consistent with the City Budget Office's inflation guidelines.

In 2009, the City Council adopted a Statement of Legislative Intent (SLI 73-2-A-1) requesting DPR to submit a fee policy proposal no later than March 31, 2010. This proposal was submitted to the Council as requested. The policy established a methodology to consider community benefit, consistency, market pricing consistency, affordability and equity when setting fees. The



fee changes proposed in this legislation are consistent with the intent and guidelines of that policy.

Additionally, the legislation restructures and simplifies certain fees, and corrects previous misprints or omissions. Changes to the fee structure are identified in Attachment 2 to the Ordinance.

X This legislation has financial implications.

Summary of Changes to Revenue Generated Specifically from this Legislation:

	Revenue Source	2012 Proposed
	Income from User Fees	\$52,000
Total Fees and Charges Resulting From Passage of This Ordinance		\$52,000

(If new revenue is for a partial year, provide estimate for full year in the notes section below.)

Revenue Change Notes: Income from User Fees include a pilot program at Amy Yee Tennis Center changing the fee structure related to recreational fees to include a 10% higher fee for non-residents (users who live outside of the City of Seattle) estimated at \$5,000, and a .75 percentage point increase in class participation (PAR) fees estimated at \$47,000.

The pilot non-resident fee is new for the City, however several agencies throughout the region already charge a non-resident fee. The rationale for the fee is that Seattle residents contribute more to the operating costs of DPR facilities through City taxes. Therefore, a non resident fee helps to assure that non-residents pay a more equitable portion of the costs to provide DPR services. The estimated revenues in the above table reflect lower annual revenues due to program start up costs. The Department anticipates full year revenues for this non-resident fee will be \$7,000 higher at \$12,000.

The PAR fee is a charge for recreation programs provided by the City through the Associated Recreation Council (ARC). The fee has not been adjusted since 2005. While the increase proposed for 2012 is minimal, it may result in either operational impacts to ARC (reduction in administration and/or services offered), or an increase in recreation fees. The fees are set to allow ARC to cover their expenses. While ARC believes it can absorb the PAR fee increase, there is a chance that future program fees would need to be increased to allow them to recover their costs. This is historically been how fees have been handled and doesn't represent a departure from past fee setting practices.

In addition to the non-resident fee and the PAR Fee, several other minor changes were made to the fee schedule that are not expected to result in notable changes to DPR's revenue. These



minor changes include: rental fees for the newly constructed Dakota Place Shelterhouse; a construction plan review fee that was added in 2011 but erroneously left out of the fee schedule for 2011-12; swim card fees were reduced by \$0.05 to accommodate DPR's automated registration system; the super-deluxe swimming pool birthday party package was combined with the rental of the lobby/deck, and the combined package was reduced by \$5; and the Camp Long Picnic Shelter fee was reduced by \$5 to make it consistent with all other DPR picnic shelter fees.

Anticipated Total Revenue from Entire Program, Including Changes Resulting from this Legislation:

Fund Name and Number	Revenue Source	Total 2012 Revenue
Parks and Recreation Fund (10200)	Income from User Fees	\$10,856,500
TOTAL		\$10,856,500

Total Revenue Notes: None

Other Implications:

- a) Does the legislation have indirect financial implications, or long-term implications?
The changes contained in this proposal are part of a concerted effort on the part of DPR to improve its overall fee structure, maintain costs and, to the extent possible, increase cost recovery. DPR will continue to review its fee policies and schedules, in terms of the economy, changes in park and recreation services provided by other local jurisdictions, and other internal and external factors affecting the Department's budget.
- b) What is the financial cost of not implementing this legislation? Not implementing this legislation as proposed would require reductions in services or programs within the DPR's 2012 proposed budget. Such reductions would impact the Department's ability to generate revenue that is used to pay for costs associated with operating and maintaining its facilities.
- c) Does this legislation affect any departments besides the originating department? No
- d) What are the possible alternatives to the legislation that could achieve the same or similar objectives? There are not alternatives that could achieve the same or similar objectives. In adjusting its Fees and Charges Schedule, the Department has considered all known external funding resources, such as grants and other one-time funding sources.
- e) Is the legislation subject to public hearing requirements? No
- f) Other Issues: None

Please list attachments to the fiscal note below: None





City of Seattle
Office of the Mayor

September 26, 2011

Honorable Richard Conlin
President
Seattle City Council
City Hall, 2nd Floor

Dear Council President Conlin:

I am transmitting the attached proposed Council Bill for consideration with the 2012 Proposed Budget. This legislation will establish the Department of Parks and Recreation's (DPR's) Fees and Charges Schedule for 2012.

Key changes to fees include increases in the Associated Recreation Council (ARC) participation fee (PAR Fee) for community center recreation and childcare programs, a reduction in the ARC Par Fee for Lifelong Recreation Programs, and the implementation of a pilot non-resident fee for recreation programs at Amy Yee Tennis Center. Also included are revisions made to correct minor discrepancies, revisions made for clarification purposes, and to assure consistency in fees throughout the proposed Fee Schedule. A detailed account of DPR's proposed changes is reflected in Attachment 2 to the legislation.

In 2010, in response to a Statement of Legislative Intent (SLI 73-2-A-1), DPR developed a fee policy that established a methodology to consider community benefit, consistency, market pricing consistency, affordability and equity when setting fees. The fee changes proposed in this legislation are consistent with the intent and guidelines of that policy.

The facility rental, admissions, special recreation, and aquatic fees set forth in this Bill will allow DPR to continue to provide high quality park services and recreational facilities for the enjoyment of our city's residents and visitors. Thank you for your consideration of this legislation. Should you have questions, please contact Korie Voorheis at 684-4135.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael McGinn", written over a horizontal line.

Michael McGinn
Mayor of Seattle

cc: Honorable Members of the Seattle City Council