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**CITY OF SEATTLE**  
**ORDINANCE** \_\_\_\_\_  
COUNCIL BILL 117623

AN ORDINANCE relating to the Department of Parks and Recreation; establishing the 2013-2014 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.

WHEREAS, on November 21, 2011, the Seattle City Council approved Ordinance 123759, which established the 2012 fee schedule for the use of park properties and other park and recreation facilities and services; and

WHEREAS, the City Council wishes to adopt a 2013-2014 Department of Parks and Recreation Fee Schedule effective January 1, 2013; NOW, THEREFORE,

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

Section 1. Effective January 1, 2013, the Superintendent of Parks and Recreation is authorized to charge the fees substantially in the form set forth in the 2013-2014 "Seattle Department of Parks and Recreation Fee Schedule" attached as Attachment 1. The Fee Schedule incorporates the changes to existing fees that are reflected in the "Changes from the Adopted 2012 Fee Schedule to the Proposed 2013-2014 Fee Schedule" document attached as Attachment 2.

Section 2. Effective January 1, 2013, Section 18.28.010 of the Seattle Municipal Code, last amended by Ordinance 123712, is amended as follows:

**18.28.010 Fee Schedule Established.**

A. The Superintendent of Parks and Recreation is authorized to charge the fees substantially in the form set forth in the fee schedule attached as Attachment 1 to ((Ordinance 123469)) the ordinance introduced as Council Bill 117623, and entitled "Seattle Department of



1 Parks and Recreation Fee Schedule, ((2011-2012)) 2013-2014 Fees and Charges," for all uses  
2 of Department of Parks and Recreation facilities identified therein.

3 B. The Superintendent is also authorized to waive or reduce such fees, establish  
4 experimental rates, and engage in special promotional and marketing activities described in  
5 Attachment 1 as conditioned in Sections 18.28.020 through 18.28.040 hereof. This ((2011-  
6 2012)) 2013-2014 fee schedule supersedes all prior fee schedules to the extent inconsistent  
7 therewith. All fees and charges shall remain in effect unless they are repealed or amended by  
8 ordinance.  
9

10 C. The Superintendent is authorized to set rates for publicly available electric vehicle  
11 charging stations in parking facilities owned or controlled by the Department:

12 1. A per-session fee for public use of electric vehicle charging stations in  
13 parking facilities owned or controlled by the Department shall be within rate limits established  
14 by this subsection 18.28.010.C. In setting rates, the Superintendent is not subject to Chapter  
15 3.02 of the Seattle Municipal Code.  
16

17 2. Such per-session fees shall be set based on expected operating costs and  
18 expected vehicle charging station use. For the purpose of this sub-section, "operating costs"  
19 shall include electricity costs related to the charging stations, and may include the  
20 Department's costs of planning and administration, fees charged by vendors for management  
21 services and routine maintenance of the charging stations, facility enforcement costs and other  
22 reasonable costs associated with vehicle charging station operations.  
23

24 3. The Superintendent shall consult with the Director of the Office of  
25 Sustainability and Environment, the Director of Finance and Administrative Services, the  
26



1 Director of the Seattle Center Department, and the Seattle City Librarian to identify a single  
2 per-session electric vehicle charging fee to be used by all City departments that is no higher  
3 than \$4.00 per session (Maximum electric vehicle charging station per-session fee) and, when  
4 charging fees are in effect, no lower than \$1.50 per session (Minimum electric vehicle charging  
5 station per-session fee). The Superintendent is authorized to set the electric vehicle charging  
6 fee at the level identified during the consultation. All electric vehicle charging station fees will  
7 be in addition to general parking fees and inclusive of any taxes. After December 31, 2016, the  
8 Superintendent is authorized to set electric vehicle charging station fees without regard to the  
9 maximum and minimum electric vehicle charging station per-session fees set forth in this  
10 subsection.  
11

12 Section 3. The provisions of this ordinance and of Attachment 1 are declared to be  
13 separate and severable. If one or more of the provisions of this ordinance or of Attachment 1  
14 shall be declared by any court of competent jurisdiction to be contrary to law, then such  
15 provision or provisions shall be null and void and severed from the rest of the ordinance or from  
16 Attachment 1, and all other provisions shall remain.  
17

18 Section 4. This ordinance shall take effect and be in force 30 days from and after its  
19 approval by the Mayor, but if not approved and returned by the Mayor within ten days after  
20 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 \_\_\_\_\_, 2012, and  
2 signed by me in open session in authentication of its passage this  
3 \_\_\_\_ day of \_\_\_\_\_, 2012.

4  
5  
6 \_\_\_\_\_  
7 President \_\_\_\_\_ of the City Council

8 Approved by me this \_\_\_\_ day of \_\_\_\_\_, 2012.

9  
10 \_\_\_\_\_  
11 Michael McGinn, Mayor

12 Filed by me this \_\_\_\_ day of \_\_\_\_\_, 2012.

13  
14 \_\_\_\_\_  
15 Monica Martinez Simmons, City Clerk

16 (Seal)

17  
18 Attachment 1: Seattle Department of Parks and Recreation Fee Schedule, 2013-2014 Fees and  
19 Charges

20 Attachment 2: Changes from the Adopted 2012 Fee Schedule to the Proposed 2013-2014 Fee  
21 Schedule.



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

2013-2014 Fees and Charges

**2013 RATES EFFECTIVE JANUARY 1, 2013  
2014 RATE EFFECTIVE JANUARY 1, 2014**

**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 2013-2014 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."



## ADMISSION FEES

### QUICK CARDS

- **Seattle Parks and Recreation “Quick Cards”**

This reusable card features a barcode and photo of the participant to whom it belongs. It allows fast, easy, self-service access to a variety of selected fee-based or free programs (recreational swims, fitness swims, weight room access, teen centers, etc.) at various facilities. This non-refundable, non-transferrable card can be reloaded, renewed, or added with new features/programs as desired or as they become available. There is a \$5.00 replacement fee for lost or stolen cards. For further information call the Business Service Center at (206) 684-5177.

### GOLF COURSES

- **Interbay, Jackson, Jefferson and West Seattle Golf Courses**

The Superintendent of the Department of Parks and Recreation is authorized to establish all greens fees and all other golf facility or service fees (including, but not limited to, driving range, carts, cars, play cards, lessons, and room rentals) consistent with and subject to the contract entered into with Premier Golf Centers, LLC (Premier), as authorized by separate ordinance. Golf program fees will be prominently posted at all times in each clubhouse. Call the following for further information:

Interbay	(206) 285-2200
Jackson	(206) 363-4747
Jefferson	(206) 762-4513
West Seattle	(206) 935-5187

- **Green Lake Pitch & Putt**

Green Lake Pitch & Putt is operated through a concessions contract. Therefore, fees for participation at this facility are not governed by City Ordinance. You may contact Green Lake Pitch & Putt directly at (206) 632-2280, or the Business Resources Unit of the Department of Parks and Recreation at (206) 684-8008, to obtain specific information related to this facility.

### SEATTLE AQUARIUM

- **Aquarium Fees**

All admissions, services rendered or sales made to the public or otherwise at the Aquarium (including, but not limited to, admission fees, annual memberships, rentals, education program fees, and discounts/other programs) will be established by the Seattle Aquarium Society (“SEAS”), consistent with and subject to City Ordinance 123205 and Article 13 of the Seattle Aquarium Operations and Management Agreement. You may contact the Seattle Aquarium directly at (206) 386-4300 to obtain further information or by visiting their web page at “seattleaquarium.org”.



## 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.

- **Admissions Fee**

2013	2014	
\$4.00	\$4.00	Admissions Fee (adults / seniors)

- **Horticultural Classes**

2013	2014	
\$25.00 per person	\$25.00 per person	Horticulture classes and workshops, limited to 25 participants

- **Guided Tours**

2013	2014	
\$25.00 per group	\$25.00 per group	Guided tours, limited to 20 persons per group

## JAPANESE GARDEN (Arboretum)

- **Admission Fees**

2013	2014	
\$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



2013	2014	
\$12.00	\$12.00	Group size 1-24 students
\$6.00	\$6.00	Add for each additional group size of 1 to 12 students

• **Annual Pass**

Annual family passes include unlimited admission, during regular operating hours, for all members of an immediate family living in the same household, defined as two adults (parents or guardians) and their children. Individual, Student, and Photographer annual passes include unlimited admission, during regular operating hours, for the person whose name appears on the pass. ID may be required upon entry.

2013	2014	Annual passes are valid for 12 months from date of purchase
\$20.00	\$20.00	Annual Pass, Individual
\$30.00	\$30.00	Annual Pass, Family
\$15.00	\$15.00	Annual Pass, Student (with current ID)
\$75.00	\$75.00	Annual Pass, Photographer

• **Guided Tours**

The Japanese Garden Advisory Council, in cooperation with Unit 86 of the Arboretum Foundation, provides sponsor-guided tours of the Garden. Fees are established by the Advisory Council and may be obtained by calling (206) 684-4725.

• **Meeting Rooms**

NOTE: Rentals of the Tateuchi Community Room and the Shoseian Tea House are located within and administered through the Seattle Japanese Garden. There are use restrictions due to the quiet contemplative nature of the garden as well culture considerations in the Tateuchi Community Room.

Rentals of the Tateuchi Community Room and the Shoseian Tea House do not include access to the garden; therefore, admission fees are required for garden access.

**Tateuchi Community Room**

2013	2014	
\$35.00	\$35.00	Small Room
\$25.00/hr	\$25.00/hr	Staffing fee ( fee increases 1½ times per hour on holidays)
\$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.

2013	2014	
\$35.00	\$35.00	Small Room
\$25.00/hr	\$25.00/hr	Staffing fee (staff rates increase 1½ times per hour on holidays)
\$500.00	\$500.00	Damage deposit for all events



## **AMY YEE TENNIS CENTER (Seattle Tennis Center)**

**SPECIAL NOTE to PARTICIPANTS:** Amy Yee Tennis Center is continuing to conduct and evaluate a Pilot program initiated in the 2012 Budget process, introducing a discount fee for Seattle residents. Residents may qualify for the resident fee listed below with proof of residency when booking courts or registering for programs. Persons not qualifying for residency will pay the non-resident fee listed.

Please contact Amy Yee Tennis Center at 684-4764 for further details.

### • **Indoor Court Fees**

NOTE: Singles and Doubles court fees may be made available at half price for special group clinics, tournaments, or lessons for low-income youth and senior adults during off-peak times. These programs are to be determined by the Superintendent of Parks and Recreation.

2013	2014	Fee Type	Fees per each 1¼ hr court use
\$32.00	\$32.00	Resident	Singles
\$35.25	\$35.25	Non-Resident	
\$40.00	\$40.00	Resident	Doubles
\$44.00	\$44.00	Non-Resident	
\$31.00	\$31.00	Resident	Senior Adult/Special Populations Singles Indoor
\$34.00	\$34.00	Non-Resident	
\$39.00	\$39.00	Resident	Senior Adult/Special Populations Doubles Indoor
\$43.00	\$43.00	Non-Resident	
\$55.00	\$55.00	Resident	Telephone Reservation Card (annual) for indoor/outdoor courts
\$60.50	\$60.50	Non-Resident	

### • **Outdoor Court Fees**

NOTE: Call (206)684-4764 to make Amy Yee Tennis Center court reservations.

2013	2014	Fee Type	Fees per each 1½ hour court use
\$12.00	\$12.00	Resident	Singles/Doubles
\$13.25	\$13.25	Non-Resident	
\$55.00	\$55.00	Resident	Telephone Reservation Card (annual) for indoor/outdoor courts
\$60.50	\$60.50	Non-Resident	

### • **USTA & Cup League Fees**

There is a per person fee for organized tennis leagues that have pre-booked court time for inter-club competition.

2013	2014	Fee Type	
\$12.00	\$12.00	Resident	USTA League players, each, for a 90-minute match time
\$13.25	\$13.25	Non-Resident	
\$10.00	\$10.00	Resident	Cup League players, each, for a 75-minute match time
\$11.00	\$11.00	Non-Resident	



• **Special Fees for Tournaments**

The fee per person for participation in tournaments is \$7.50 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**

2013	2014	Fee Type	
\$60.00	\$60.00	Resident	One person
\$66.00	\$66.00	Non-Resident	
\$64.00	\$64.00	Resident	Two people
\$70.50	\$70.50	Non-Resident	
\$75.00	\$75.00	Resident	Three people
\$82.50	\$82.50	Non-Resident	
\$80.00	\$80.00	Resident	Four people
\$88.00	\$88.00	Non-Resident	
\$90.00	\$90.00	Resident	Five People
\$99.00	\$99.00	Non-Resident	
\$15.00	\$15.00	Resident	Surcharge for lessons on City holidays
\$16.50	\$16.50	Non-Resident	

**Adult Group Lessons**

2013	2014	Fee Type	Maximum of 8 people per Instructor
\$77.00	\$77.00	Resident	Adult Groups, 6 weeks
\$84.75	\$84.75	Non-Resident	
\$98.00	\$98.00	Resident	Adult Camps, 2½ hrs per day for 4 days
\$107.75	\$107.75	Non-Resident	

**Adult Play – Instructional Classes**

2013	2014	Fee Type	Maximum of 5 people per Instructor
\$85.00	\$85.00	Resident	Per person fee, 6 weeks
\$93.50	\$93.50	Non-Resident	

**Junior Group Lessons**

2013	2014	Fee Type	Ages 8-17
\$57.00	\$57.00	Resident	Junior Group, 6 weeks
\$62.75	\$62.75	Non-Resident	
\$77.00	\$77.00	Resident	Junior Camp, 2½ hours per day for 4 days
\$84.75	\$84.75	Non-Resident	

**Junior Development Program**

2013	2014	Fee Type	
\$62.00	\$62.00	Resident	Junior Team Tennis/Young Guns, 6 week session (1 time/wk)
\$68.25	\$68.25	Non-Resident	



**Tiny Tots**

2013	2014	Fee Type	
\$27.00	\$27.00	Resident	Beginning ages 4-5 (30 minutes for 6 weeks)
\$29.75	\$29.75	Non-Resident	
\$37.00	\$37.00	Resident	Beginning ages 6-7 (45 minutes for 6 weeks)
\$40.75	\$40.75	Non-Resident	
\$47.00	\$47.00	Resident	Advanced ages 6-7 (1 hour for 6 weeks)
\$51.75	\$51.75	Non-Resident	
\$57.00	\$57.00	Resident	Advanced ages 6-7 (1¼ hour for 6 weeks)
\$62.75	\$62.75	Non-Resident	

**Competitive Flights**

2013	2014	Fee Type	Adults (18 & older)& Senior Adults (65 and over)
\$62.00	\$62.00	Resident	Doubles (6 weeks)
\$68.50	\$68.50	Non-Resident	
\$77.00	\$77.00	Resident	Singles (6 weeks)
\$84.75	\$84.75	Non-Resident	
\$7.00	\$7.00	Resident	Flight substitute – per flight (one day @ 75 minutes)
\$7.75	\$7.75	Non-Resident	

**Special Events, Equipment Rental, & Merchandise**

2013	2014	Fee Type	
2 x court fee + 10%	2 x court fee + 10%	Resident	Public Group (anyone from the general public can participate in outside-sponsored event)
2 x court fee + 10%	2 x court fee + 10%	Non-Resident	
2 x court fee + 20%	2 x court fee + 20%	Resident	Private Group (participation is restricted by the organizers of the event)
2 x court fee + 20%	2 x court fee + 20%	Non-Resident	
\$18.00	\$18.00	Resident	One day clinic fee, per person
\$19.75	\$19.75	Non-Resident	
\$14.00	\$14.00	Resident	Ball machine rental: per court time (does not include court fee)
\$15.50	\$15.50	Non-Resident	
\$3.00	\$3.00	Resident	Racket Rental, per use
\$3.25	\$3.25	Non-Resident	
Market Value	Market Value	Resident	All merchandise at AYTC is priced at Market value (merchandise varies by season)
		Non-Resident	

**Public Service Indoor Tennis Court Time**

2013	2014	Fee Type	<i>Note: Rates are limited to court times established by the Senior Recreation Program Specialist.</i>
\$5.00	\$5.00	Resident	Senior fee (65+ yrs), per person
\$5.50	\$5.50	Non-Resident	
Free	Free	Resident	Junior fee (under 18 years), per person
Free	Free	Non-Resident	



## SWIMMING POOLS

### • Recreation Swimming - Indoor and Outdoor Pools

2013	2014	Fees include swim and/or shower use
\$3.75	\$3.75	Youth (ages 1-17 years)
\$5.25	\$5.25	Adult (ages 18 through 64 years)
\$3.75	\$3.75	Senior Adult (65 years & older) and Special Populations
\$3.00	\$3.00	Non-profit youth (ages 1-17 years) organizations (Advance approval through application required)
\$60.00	\$60.00	*Adult, 30-day unlimited entry pass for personal fitness and recreation swims
\$45.00	\$45.00	*Senior/Youth/Special Populations, 30-day unlimited entry pass for personal fitness and recreation swims
\$47.00	\$47.00	Discount Recreational Swim Card – 10 entry pass, Adult
\$33.50	\$33.50	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. (See page 2 for more information on “Quick Cards”)

### • Fitness - Indoor and Outdoor Pools

2013	2014	
\$6.50	\$6.50	Fitness, ages 18-64 years – per lesson (Including Hydrofit, Masters, and Water Exercise)
\$4.00	\$4.00	Fitness, ages 65 and over, Youth, and Special Populations – per class
\$57.50	\$57.50	Discount Fitness Swim Card – 10 entry pass, Adult
\$35.00	\$35.00	Discount Fitness Swim Card – 10 entry pass, Senior/Yth/SP

### • Swimming Instruction – Indoor and Outdoor Pools

2013	2014	
\$7.00	\$7.00	Group Lesson, youth age 6+, tiny tot, or “Guard Start” program– per ½ hr lesson with minimum of 4 students
\$7.00	\$7.00	Adult Lesson – per ½ hr lesson with minimum of 4 students
\$3.50	\$3.50	Group Lesson, youth age 6+, tiny tot, or “Guard Start” low income rate– per ½ hr lesson with minimum of 4 students (Income verification will be required.)
\$3.50	\$3.50	Adult Lesson low income rate – per ½ hr lesson with minimum of 4 students (income verification will be required)
\$12.50	\$12.50	3 yr old Group Lessons – per ½ hr lesson with 3 student class size



\$6.25	\$6.25	3 yr old Group Lessons low income rate – per ½ hr lesson with 3 student class size (Income verification will be required.)
\$8.50	\$8.50	Group Lesson, Kinders age 4 & 5 – per ½ hr lesson with 4-6 student class size
\$4.25	\$4.25	Group Lesson, Kinders age 4 & 5, low income rate – per ½ hr lesson with 4-6 student class size
\$130.00	\$130.00	Summer Swim League (Ages 7-18) includes a team T-shirt
\$65.00	\$65.00	Summer Swim League (low income families) includes a team T-shirt
\$36.00	\$36.00	Personal Instruction – one on one (30 minute lesson) <i>Note: \$5.00 Personal Instruction DISCOUNT for same day registration and instruction as space is available</i>
\$12.00	\$12.00	Personal Instruction – each additional person in a class

• **Special Aquatic Safety Courses – Indoor and Outdoor Pools**

2013	2014	Minimum class size is 6 students
\$40.00 to \$200.00	\$40.00 to \$200.00	A variety of Red Cross water safety courses, including Lifeguard Training, First Aid, CPR, Water Safety Instructor and others. Prices and course titles correspond to curriculum requirements and operating expenses to offer these programs. Prices include pool admission and instruction only.

• **Aquatic Facility Rental Fees**

**General Swimming Pool Rentals** (other than Competitive Training)

2013	2014	
\$25.00	\$25.00	Non-refundable booking fee required for all rentals in addition to hourly rates.
\$200.00	\$200.00	Damage deposit for all rentals where equipment is brought into the facility.
\$25.00	\$25.00	Hourly lifeguard staff costs (per lifeguard), in addition to pool rental fee (staff rates increase 1½ times per hour on holidays)
\$81.00	\$81.00	Indoor pool rental cost per hour when pool is scheduled to be closed to the public, plus staff costs. <i>Calculation for a per lane rental rate when entire pool is used = dividing the cost per hour by the number of lanes and rounding up to the next whole dollar.</i>
\$40.50	\$40.50	Hourly indoor pool rate for shallow end only in bulkhead pools when deep end is in use. This fee applies to Madison and Medgar Evers aquatic facilities.
\$162.00	\$162.00	Indoor Pool rental, per hour, when pool is scheduled to be open to the public, plus staff costs
\$130.00	\$130.00	Colman Pool rental, per hour, plus staff costs (exclusive use) <i>Note: Colman Pool is an 8 lane, 50 meter pool with a slide</i>
\$140.00	\$140.00	Mounger Pool rental, per hour, plus staff costs (exclusive use, including pool & slide)



**Swimming Pools – Competitive Training Rentals**

2013	2014	
\$25.00	\$25.00	Non-refundable booking fee required for all rentals in addition to hourly rates.
\$200.00	\$200.00	Damage deposit for all rentals where equipment is brought into the facility.
\$25.00	\$25.00	Hourly lifeguard staff costs (per lifeguard), in addition to pool rental fee (staff rates increase 1½ times per hour on holidays)
\$81.00	\$81.00	Youth Swim Team – introductory/beginning level, per hour
\$97.00	\$97.00	Indoor competitive training rental (between 6am-8pm) cost per hour when pool is scheduled to be closed to the public, plus staff costs <i>Note: Calculation for a “per lane” rental rate when entire pool is used = dividing the cost per hour by the number of lanes and rounding up to the next whole dollar.</i>
\$48.50	\$48.50	Hourly indoor competitive training (between 6am-8pm) rate for shallow end only in bulkhead pools when deep end is in use, plus staff costs. This fee applies to Madison and Medgar Evers aquatic facilities.
\$89.00	\$89.00	Indoor competitive training rental (between 8pm-6am) cost per hour when pool is scheduled to be closed to the public, plus staff costs. <i>Note: Calculation for a “per lane” rental rate when entire pool is used = dividing the cost per hour by the number of lanes and rounding up to the next whole dollar.</i>
\$44.50	\$44.50	Hourly indoor competitive training (between 8pm-6am) rate for shallow end only in bulkhead pools when deep end is in use, plus staff costs. This fee applies to Madison and Medgar Evers aquatic facilities.
\$194.00	\$194.00	Indoor pool competitive training rental or Swim Meet, per hour, when pool is scheduled to be open to the public, plus staff costs
\$156.00	\$156.00	Colman Pool competitive training rental, per hour, plus staff costs (exclusive use) <i>Note: Colman Pool is an 8 lane, 50 meter pool with a slide</i>

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 1½ 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 1½ 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**

2013	2014	
\$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 1½ 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**

2013	2014	
10% of gross sales on Parks property	10% of gross sales on Parks property	If, in the course of the activity/event, charges are levied for admission, sales, or entry fees, the user will be subject to a minimum charge of 10% of the gross receipts.
\$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	Towel use, each
Market Value	Market Value	All merchandise sold at Mounger Pool will be at market value. Merchandise may vary throughout the season. NOTE: While this is a "City fee" at Mounger Pool, this fee is collected by the Associated Recreation Council at all other pools.

**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.



• **Special Programs**

***Super Deluxe Birthday Party Package***

A complete birthday party package at pools includes one-hour exclusive use in a section or portion of the pool, a one-hour party immediately following your water time in a designated party space, lifeguards, one spill-proof pre-packaged juice, paper products and favors. (Food items not included.)

2013	2014	
\$248.00	\$248.00	Minimum package fee – for a party of 10 children
\$10.00	\$10.00	Additional fee – per child

***Wading Pool Rental***

2013	2014	
\$500.00	\$500.00	Minimum 4 hours of operation (includes 5½ staff hours)
\$50.00	\$50.00	Each additional hour

Wading pool rentals are only available at sites scheduled for summer use. All wading pool operating time under this rental rate is available for public use; no exclusive rental use is allowed.

***Aquatic Special Events***

NOTE: This category is for special events that result in the cancellation of scheduled programs or closure of a small craft center, swimming beach, or other public program. This fee is in addition to other fees.

2013	2014	
\$300.00	\$300.00	Special events, per day



## **ATHLETIC FACILITIES**

*NOTE: See Appendix C for the Athletics Field Inventory.*

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

2013	2014	
10% of gross revenues	10% of gross revenues	Admissions/Sales. This includes admissions or donations, and excludes entry fees.
65/ hour	\$65/hour	Athletic Stadium Games, Meets and Events *
\$25/ hour	\$25/hour	Practice Fee** adult and youth practices
\$15/ hour	\$15/ hour	Rental of the Field Event area only (West Seattle Stadium only); users must also pay staff fee.
\$20/ hour	\$20/ hour	Light Fee - this fee is charged for all uses requiring lights.
\$25/ hour	\$25/ hour	Staff Fee (staff fee increases 1½ 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 1½ times per hour on holidays).

#### **NOTES for Department Sponsored Activities:**

- See following page for grass and synthetic field fees for practices/games.
- All rentals are a minimum of one hour.
- Additional staff may be required due to nature of event and anticipated attendance.
- A damage deposit may be charged depending on nature of event and anticipated attendance.



• **Adult Sports Fees**

2013	2014	
\$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 – non-synthetic field
\$24.00	\$24.00	Adult Outdoor Practices, per hour – non-synthetic field
\$25/hour	\$25/hour	Staff Fee (applies when using the scoreboard at Lower Woodland #1) – staff fee increases 1½ times per hour on holidays
\$20.00	\$20.00	Outdoor Field Lighting Fee, per hour
\$3.00	\$3.00	Adult Gymnasium Drop-In Sport activity fee, per session
\$2.00	\$2.00	Senior (65+) Gymnasium Drop-In Sport activity fee, per session

• **Youth Sports Fees**

2013	2014	
\$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

• **Sports Organizations' Use Permits**

Sports organizations' special events, such as jamborees and tournaments, shall be subject to regular Use Permit charges. *See permit fee details on pages 31 & 32.*

• **Evening Recreation School Gym Rentals**



The Department of Parks and Recreation utilizes the following Seattle Public School District High School gymnasiums for the Evening Recreation programs offered through the Parks Athletics Unit:

- |                       |                           |
|-----------------------|---------------------------|
| Ballard High School   | Rainier Beach High School |
| Cleveland High School | Roosevelt High School     |
| Franklin High School  | Sealth High School        |
| Ingraham High School  | West Seattle High School  |

(Garfield and Nathan Hale High Schools are covered under the Parks and Recreation/Seattle Public Schools Joint Use Agreement and are not subject to this rental fee)

**School Gymnasium Rentals**

NOTE: Additional fees may be charged for weekend usage.

2013	2014	
\$35.00	\$35.00	Rate per hour (1 hour minimum) per gym floor

• **Outdoor Tennis Courts**

Where a participant entry fee for tournaments or a fee for lessons is charged, 10% of gross receipts are to be paid to the Department in addition to the charges noted below. All persons who instruct tennis for a fee on Department courts must schedule according to court availability with the Scheduling Office, obtain the appropriate permit and pay the required fees. They must also successfully complete the Department's Tennis Instructor's Certification program and show proof of certification before a permit will be issued.

**Tennis Reservations (4 or less players)**

2013	2014	Scheduled at Departmental discretion.
\$8.00	\$8.00	1 hour, court rental, Adult play
\$13.00	\$13.00	1 hour, court rental, Private School
\$6.00	\$6.00	1 hour, court rental, Youth play



## Facility Rentals

### COMMUNITY MEETING ROOMS AND GYMNASIUMS

- Locations and Sizes**

The Department charges rental fees (according to the classifications of usage) for the use of social/meeting rooms and/or kitchens and/or gymnasiums at: *(see Appendix A for a listing of facility telephone numbers)*

#### **Community Centers**

	Meeting Room(s)			Kitchen		Gym	
	Small	Medium	Large	Small	Large	Small	Large
Alki	x	x	x	x			
Ballard	x	x	x	x			x
Bitter Lake	x	x	x		x		x
Bitter Lake Annex				x		x	
Delridge		x	x		x		x
Garfield	x	x	x		x	x	x
Garfield Teen Life Center	x	x		x		x	
Green Lake		x		x			x
Hiawatha	x	x	x	x			x
High Point	x	x	x	x			x
International District/Chinatown	x	x	x		x	x	x
Jefferson		x	x		x		x
Laurelhurst	x	x	x		x		
Loyal Heights	x		x	x			x
Magnolia		x	x	x			x
Magnuson	x						x
Meadowbrook	x	x	x		x		x
Meadowbrook Annex				x		x	
Miller	x	x	x	x	x		x
Miller Annex		x		x		x	
Montlake	x	x	x		x		x
Northgate	x	x	x		x		x
Queen Anne	x	x	x	x	x		x
Rainier	x	x	x		x		(2)
Rainier Beach (closed for 2011-2012 budget years)	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Ravenna Eckstein		x		x			x
South Park	x	x	x	x		x	
Van Asselt	x	x	x		x	x	
Yesler	x	x	x		x	x	x



**Environmental Learning Centers**

	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			
Southwest Teen Life Center	X	X			X		X
Garfield Teen Life Center	X			X		X	
Meadowbrook Teen Life Center	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 or social media announcements, posters throughout the community, posted in or distributed through the community center



• **Hourly Room and Gymnasium Rental Fees**

NOTE: A non-refundable \$25.00 booking fee per site is required for ALL rentals in addition to the hourly rates. An additional charge is required for staff and the use of certain types of equipment, subject to availability at the facility. (See page 16 for definitions of "Class A" & "Class C")

**Rooms**

Class A	Class C	
\$17.50	\$35.00	Small Rooms (1-400 square feet), per hr
\$22.50	\$45.00	Medium Rooms (401-1,500 square feet), per hr
\$30.00	\$60.00	Large Rooms (1,500+ square feet), per hr
\$12.50	\$25.00	Small Kitchen <sup>A</sup> (minimum of 2 hours), per hr
\$24.00	\$48.00	Large Kitchen <sup>A</sup> (minimum of 2 hours), per hr
NA	\$25.00	Staff fee (charged for rental hours + one hour). For all rentals on weekends or outside City operating hours a staff fee will be charged (staff fee increases 1½ times per hour on holidays). Number of staff will be determined based upon nature of event and anticipated attendance.
N/A	\$75.00	Additional fee for events with ALCOHOL (insurance also required) <sup>B</sup>
N/A	\$250.00	Refundable rental and cleaning deposit (no alcohol), for rentals outside of normal operating hours
N/A	\$500.00	Refundable damage deposit for events with ALCOHOL <sup>B</sup>
\$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.

<sup>A</sup> Kitchens are not available for commercial use unless used in conjunction with a scheduled community special event held on a park site.

<sup>B</sup> Insurance is required for all events with alcohol. Events with alcohol cannot be held during regular facility operating hours. Alcohol at approved events must remain in the facility.

**Gymnasiums**

Class A	Class C	Staff costs are additional (staff rates increase 1½ times per hour on holidays)
\$15.00	\$30.00	Small gym, Athletic use, per hr
\$32.50	\$65.00	Small gym, Non-Athletic use, per hr
\$20.00	\$40.00	Large gym, Athletic use, per hr
\$55.00	\$110.00	Large gym, Non-Athletic use, per hr



## **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.

2013	2014	
\$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.

2013	2014	
\$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 <sup>^</sup>

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

### **Meeting Rooms**

2013	2014	
\$45.00	\$45.00	Lodge Hall, per hour
\$35.00	\$35.00	Wonder Lab, per hour



**Picnic Shelters**

2013	2014	Rates are applied the same as other shelter and picnic fees (see page 27 for details)
\$80.00	\$80.00	West Shelter (shelter for ½ day + 3 tables)
\$90.00	\$90.00	East Shelter (shelter for ½ day + 4 tables)

**All Camp Fees**

2013	2014	
\$650.00	\$650.00	All Outdoor Facilities, per day
\$325.00	\$325.00	All Outdoor Facilities – Youth Program Camp Fee, per day
\$1,250.00	\$1,250.00	Outdoors + Lodge, per day
\$550.00	\$550.00	Outdoors + Lodge – Youth Program Camp Fee, per day

**Challenge Course**

2013	2014	<i>NOTE: Challenge Course is for groups ONLY</i>
\$125.00	\$125.00	Half-day (per 15 youth participants)
\$250.00	\$250.00	Full-day (per 15 youth participants)
\$35.00	\$35.00	Corporate Groups (per person)
\$400.00	\$400.00	5-day Facilitator Training Program
\$255.00	\$255.00	3-day Facilitator Training Program (prior low course training)
\$125.00	\$125.00	1-day Refresher Facilitator Training Program
60% discount	60% discount	Participants who are current members of WSU-4H sponsored groups will receive a discount on all Challenge Course fees

- **Discovery Park**

**Visitor's Center Room Rentals:** See "Community Meeting Rooms and Gymnasiums" section for further explanation of classification determinations and room rental information.



## 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 1½ times per hour on holidays.)

2013	2014	
\$160*/hour	\$160*/hour	<b>Mt Baker Boathouse</b> 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"> <li>• 2 hr minimum rental Monday through Thursday</li> <li>• 8 hr minimum rental Friday, Saturday, or Sunday</li> </ul>
\$25/hour	\$25/hour	<b>Mt Baker Boathouse</b> Kitchen Rental (cannot be rented separately; must be rented in addition to Main Hall)
\$160/hour	\$160/hour	<b>Golden Gardens Bathhouse</b> Building Rental – includes Main Hall, kitchen, & meeting room <ul style="list-style-type: none"> <li>• 4 hr minimum rental Monday through Thursday</li> <li>• 8 hr minimum rental Friday, Saturday, or Sunday</li> </ul>
\$60/hour	\$60/hour	<b>Alki Beach Bathhouse</b> Building Rental – Main Hall <ul style="list-style-type: none"> <li>• 4 hr minimum rental</li> </ul>
\$45/hour	\$45/hour	<b>Alki Beach Bathhouse</b> Painting Room (cannot be rented separately; must be rented in addition to Main Hall)
\$40/hour	\$40/hour	<b>Alki Beach Bathhouse</b> Patio (cannot be rented separately; must be rented in addition to Main Hall)
\$60/hour	\$60/hour	<b>Pritchard Beach Bathhouse</b> Building Rental – Main Hall <ul style="list-style-type: none"> <li>• 2 hr minimum rental</li> </ul>
\$45/hour	\$45/hour	<b>Cal Anderson Shelterhouse</b> Building Rental – Main Hall <ul style="list-style-type: none"> <li>• 2 hr minimum rental</li> </ul>
\$100/hour	\$100/hour	<b>Dakota Place Shelterhouse</b> Building Rental – Friday, Saturday or Sunday ONLY - includes exclusive use of Main Hall, side room & kitchenette <ul style="list-style-type: none"> <li>• 4 hr minimum rental</li> </ul>
\$80/hour	\$80/hour	<b>Dakota Place Shelterhouse</b> outside Patio (cannot be rented separately; must be rented in addition to shelterhouse)
\$35/hour	\$35/hour	<b>Ward Springs Pumphouse</b> Building Rental – Main Hall <ul style="list-style-type: none"> <li>• 2 hr minimum rental</li> </ul>

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

2013	2014	
\$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



• **Langston Hughes Performing Arts Center**

**Theater**

The 287 seat theater use fees vary by length and type of use. Fees for the theater include the theater, heating/ventilation, basic house lights, and one microphone.

**Please NOTE the following:**

- Theatre rentals may require additional labor charges for house and a technical staff person, with holidays charged at the approved overtime rate of pay.
- An extra hourly maintenance fee will be required for large audiences and activities when the use will impact the normal maintenance standard of the facility, as determined by staff.
- The City provides facility insurance, but each use requires a review by staff to determine if an application for a rider, paid by the client, based upon estimated attendance and type of event is required.
- An additional charge is required for the use of certain types of facility equipment, subject to availability.

**Performance Rentals**

2013	2014	
\$160.00	\$160.00	Theater, per hour
\$75.00	\$75.00	“Load-in/Load-out” fee, per day

**Film/Video Rental**

2013	2014	
\$350.00	\$350.00	Theater, <b>Big Projector</b> , Big Screen (4 hours)
\$85.00	\$85.00	Theater, <b>Small Projector</b> , Big Screen (8 hours)

**Conference, Meeting or Seminar Rental**

2013	2014	
\$120.00	\$120.00	Theater, per hour

**Rehearsals**

2013	2014	
\$35.00	\$35.00	Per hour, when renter is NOT renting space at LHPAC for the rehearsed performance.
\$25.00	\$25.00	Per hour, when renter has also rented space at LHPAC for their rehearsed performance.

**Technician**

2013	2014	
\$42.00	\$42.00	Per hour



### Meeting Rooms

2013	2014	Staff costs are additional (staff rates increase to the approved rate of holiday pay 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)
\$160.00	\$160.00	Grand Rehearsal Hall (5,000 sq ft, full sprung floor) per hr (Capacity approximately 150 people sitting, 300 people standing)
\$75.00	\$75.00	*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.

\*Use of kitchen is not included with any rentals unless specifically identified in rental fee description. Kitchen can only be rented in conjunction with a scheduled rental.

### Wedding Packages

All Wedding Packages include a pre-meeting with staff to determine specific requirements. Staff costs are not included in the cost of the package.

2013	2014	
\$8,850	\$8,850	<b>Package A (maximum 12 hrs):</b> Includes Grand Rehearsal Hall, kitchen, theater, dance floor, voice/entertainment, dressing rooms (men & women), Green Room, parking (reserved north & south lots), sound system, cake (size & specs TBD).
\$4,925	\$4,925	<b>Package B (maximum 8 hrs):</b> Includes Grand Rehearsal Hall, kitchen, voice/entertainment, West Room, sound system, parking (reserved north lot only), cake (size & specs TBD).
\$2,850	\$2,850	<b>Package C (maximum 6 hrs):</b> Includes Grand Rehearsal Hall, kitchen, sound system, cake (size & specs TBD)

### Conference Packages

All Conference Packages include a pre-event meeting regarding specific conference/event requirements. Additional staff charges may be required, determined by the size of the event.

2013	2014	<i>One staff person is included in the cost of each package</i>
\$3,200	\$3,200	<b>Package A (8 hrs):</b> Includes theater, Grand Rehearsal Hall and kitchen. Additional hours at \$400 per hr.
\$2,100	\$2,100	<b>Package B (6 hrs):</b> Includes Grand Rehearsal Hall and kitchen. Additional hours \$350 per hour.
\$1,000	\$1,000	<b>Package C (4 hrs):</b> Includes West Room and kitchen. Additional hours \$250 per hour.



**Specialty Sunday Use**

In addition to the monthly rate, a staffing fee of \$25.00 per hour is required (staff fee increases 1½ times per hour on holidays).

2013	2014	<i>Note: NOT available for Business or Fee-Based Programs</i>
\$3,100	\$3,100	Per month (requires minimum of 4 week rental); includes 4 hours use of Grand Rehearsal Hall and West Room each Sunday, between 7:00 a.m. and 12:00 noon.

**Box Office Receipts**

2013	2014	
70%/30% split	70%/30% split	All Box Office proceeds are split between the Parks Department and the Production company. Parks retains 70% of the proceeds (split equally between the Parks General Fund and the LHPAC Associated Recreation Council accounts), and the remaining 30% of Box Office proceeds are retained by the Production company.

**Equipment Rentals**

2013	2014	<i>Note: All equipment rentals are in conjunction with a facility rental.</i>
\$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



• **Warren G. Magnuson Park**

**Application Fees**

2013	2014	
\$25.00	\$25.00	Booking Fee, non-refundable per contract rental
\$75.00	\$75.00	Application Fee/Use Permit Fee
\$25.00	\$25.00	Per location per day film shoots
\$60.00	\$60.00	Late fee per contract (film shoot with 6 days or less notice)
\$50.00	\$50.00	First Amendment use permit fee

**Facility/Site Rentals**

2013	2014	
50% of regular room rate	50% of regular room rate	Class A room rate per hour (+ booking fee) – <i>see Class A requirements on page 17</i>
\$75.00	\$75.00	Performance contract/per performance + 10% of revenue
\$250.00	\$250.00	Rehearsal rate for performance contract/per week
\$40.00	\$40.00	Gym, athletic use, per hour
\$110.00	\$110.00	Gym, non-athletic use, per hour
\$35.00	\$35.00	Small room rate, per hour
\$280.00	\$280.00	Small room rate, per day
\$45.00	\$45.00	Medium room rate, per hour
\$360.00	\$360.00	Medium room rate, per day
\$60.00	\$60.00	Large room rate, per hour
\$480.00	\$480.00	Large room rate, per day
\$25.00	\$25.00	Kitchen rate, per hour
\$35.00	\$35.00	Workshop 30, hourly rate, classes only
\$500.00	\$500.00	Workshop 30, per diem weekday
\$700.00	\$700.00	Workshop 30, per diem weekend
\$1500.00	\$1500.00	Hangar 30, per diem weekday
\$1800.00	\$1800.00	Hanger 30, per diem weekend
\$100/hr	\$100/hr	Outdoor site fee (2 hour minimum rental)

**Special Use Fees**

2013	2014	
10% of gross + rental charges	10% of gross + rental charges	Admissions, booths, and sales revenue (includes all performance revenue)
\$75.00	\$75.00	Alcohol use fee (insurance also required)*
\$6.00	\$6.00	Tables, each
\$1.00	\$1.00	Chairs, each
\$500.00	\$500.00	Refundable Damage deposit for events with alcohol

\*Alcohol must remain in facility. Alcohol is not permitted during operating hours.



**Staffing Fees**

2013	2014	
\$25.00	\$25.00	Event attendant, per hour (rates increase 1½ times per hour on holidays)
\$35.00	\$35.00	Skilled staff/tradesperson, per hour, 2 hour minimum (staff rates increase 1½ 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>



## MOORAGE, DOCKING, AND BOAT RAMP FEES

### MOORAGE FEES

- **Leschi and Lakewood Marinas**

Moorage fees and all other marina facility or service fees will be established by Schober & Associates, Inc., consistent with and subject to the contract between Schober & Associates, Inc. and the Department as authorized by separate ordinance. Moorage hours will be prominently posted at all times at each marina entrance. Contact the following for fees or any other information regarding Marinas:

Leschi Marina: (206) 325-3730  
 Lakewood Marina: (206) 722-3887

### DOCKING FEE (includes various Parks Department docks)

2013	2014	
\$75/ day	\$75/ day	Load/unload; short term moorage slip use + Application/Use Permit Fee
\$75.00	\$75.00	Application/Use Permit fee

Note: For Lake Union docking fee information, please contact the Center for Wooden Boats at (206) 382-2628.

### BOAT RAMPS

2013	2014	
\$10.00	\$10.00	Daily Permit fee – consecutive daily permits may be purchased to allow for overnight parking (not to exceed 4 nights).
\$150.00	\$150.00	Annual Permit fee – overnight parking privileges not to exceed four consecutive nights.
\$75.00	\$75.00	Annual Permit fee (low income rate) – overnight parking privileges not to exceed four consecutive nights.



## 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**

2013	2014	
4.0%	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.

2013	2014	
4.0%	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**

2013	2014	
\$41,500	\$41,500	Rowing Advisory Council fee (paid in quarterly installments)
\$14,000	\$14,000	Seattle Canoe Club (paid in quarterly installments)
\$45,000	\$45,000	Mt Baker Boating Advisory Council (paid in quarterly installments)



## RESERVATIONS

- **Park Area Ceremony Fee**

NOTE: Areas are available in many parks for various special ceremony uses. See "USE PERMITS – General Provisions" for standard application Park Use Permits.

2013	2014	
\$175.00	\$175.00	Hourly fee, with 3-hour minimum for garden weddings or ceremonies at Kubota Gardens and Parsons Gardens (Additional staff fee will be charged; staff fee increases 1½ times per hour on holidays)
\$150.00	\$150.00	Hourly fee, with 2-hour minimum for wedding or ceremonies at Alki Beach Park, Golden Gardens Park, Hamilton Viewpoint, Sunset Hill Viewpoint, and Volunteer Park (Additional staff fee will be charged when wedding or ceremony is large and/or complex; staff fee increases 1½ times per hour on holidays)
\$120.00	\$120.00	Hourly fee, with 2-hour minimum to use parks not listed above for weddings or other ceremonies (Additional staff fee will be charged when wedding or ceremony is large and/or complex; staff fee increases 1½ times per hour on holidays)
\$25.00	\$25.00	Ceremony attendant/staff, per hour (rates increase 1½ times per hour on holidays)

- **Picnic Reservation Fee**

NOTE: Tables at shelters are not included in shelter price and are charged separately. **Shelter rental must include shelter price plus fee for each table.**

2013	2014	
\$50.00	\$50.00	Each Regular Shelter per HALF-day (excluding Golden Gardens, Carkeek, Alki, Lincoln Park and Magnuson Park); additional fees will apply for tables under shelter. Half-day rates are 8:00 a.m.-2:00 p.m. OR 3:00 p.m.-11:00 p.m.
\$60.00	\$60.00	Each Shelter at Golden Gardens, Carkeek, Alki, Lincoln Park and Magnuson Park per HALF-day; additional fees will apply for tables under shelter. Half-day rates are 8:00 a.m.-2:00 p.m. OR 3:00 p.m.-11:00 p.m.
\$90.00	\$90.00	Each Regular Shelter per DAY (excluding Golden Gardens, Carkeek, Alki, Lincoln Park and Magnuson Park); additional fees will apply for tables under shelter. Full day rates are 8:00 a.m.-11:00 p.m.
\$100.00	\$100.00	Each Shelter at Golden Gardens, Carkeek, Alki, Lincoln Park and Magnuson Park per DAY; additional fees will apply for tables under shelter. Full day rates are 8:00 a.m.-11:00 p.m.
\$20.00	\$20.00	Each Table, per day
\$10.00	\$10.00	Each Table, per half day
\$20.00	\$20.00	Reschedule fee (14-day notice required to reschedule)



- **Day Camps Booking Fee**

2013	2014	
50% discount of Shelter and/or Table fees	50% discount of Shelter and/or Table fees	Discount of "Picnic Reservation Fees" as found in Fees and Charges, plus \$75 use permit application fee.



## PERMITS

### USE PERMITS

Use Permits authorize non-department groups to utilize Department of Parks and Recreation property for special events (i.e., runs, boating, concerts, day camps, community festivals, rallies, commercials, etc.). Additional charges may apply to cover direct cost of special services/requests.

- **General Provisions**

NOTE: Insurance shall be required when the planned event or any structure, activity or feature thereof presents a significant risk of liability or loss due to personal injury or property damage for the City, its officers, or for the applicant. The insurance requirement shall not apply to events where the sole activity consists of expression protected by the First Amendment and does not involve physical activity or use of any structures, vehicles, equipment, apparatus or machinery, that creates a significant risk of personal injury or property damage. In addition, an application fee will be collected upon formal written application. This fee is non-refundable, except when the Department denies a request.

2013	2014	
\$50.00	\$50.00	Application fee – First Amendment Events, including political activities.
\$75.00	\$75.00	Standard Application fee – Use Permits (i.e., runs, boating, concerts, day camps, community festivals, rallies, etc.)
\$20.00	\$20.00	Booth fee – As part of a special event, a charge of \$20.00 per booth or 10% of gross sales, whichever is greater.
10% of gross sales on Parks property	10% of gross sales on Parks property	If, in the course of the activity/event, charges are levied for admission, sales, or entry fees, the user will be subject to a minimum charge of 10% of the gross receipts. NOTE: For PRIVATE ticketed events, those that limit access to a public park, 10% of gross admission fees collected both on and off Parks property.
\$20.00	\$20.00	Load/Unload fee, per vehicle – for short-term access into non-parking areas or those areas accessed through a locked gate or bollard.
\$75.00	\$75.00	Utility hook-up fee – for any utility hook-up performed by Department personnel.
\$75.00	\$75.00	Alcohol use permit fee
\$75.00	\$75.00	Supplemental Late Application Fee – for requests submitted less than 6 working days before event. (Fee does not apply to First Amendment events)
\$100.00	\$100.00	Per surface (advertising banner, canopy/tent wall, sign, vehicle surface, inflatables, other) per day – for posting advertising signage (including signage that contains both commercial and non-commercial elements) in a park in conjunction with a park use permit.
\$10.00	\$10.00	*Hourly use fee for Triangles, Circles, Squares, Pocket parks and Boulevards



\$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. Contact Event Management office at 684-4081 for further information.

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

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

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

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](http://www.seattle.gov/filmoffice/film_permits).

2013	2014	
\$25.00	\$25.00	Per 4 hour block of time, per park, for commercial filming/photography (wedding photos, graduation photos, etc.). NOTE: Fees for Garden Sites may be higher, depending upon time of year and/or days requested.

• **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



Permit Fee in those circumstances where the proposed in lieu compensation can be shown to be equal to, or greater, in value than the calculated or set amount of the Permit Fee.

Waiver or reduction of the Permit Fee **does not necessarily waive or reduce other fees, charges, requirements, or obligations** in connection with issuance of a Revocable Use Permit including Application Fee, Inspection Fee, processing charges, insurance or indemnity requirements, or restoration requirements.

### ***Limited Term Permit Fee***

Limited Term permits may be issued for necessary uses of park property for brief periods of time, generally expected to be **limited to ninety (90) days or less**; however, Limited Term permits may be issued for uses expected to continue beyond ninety (90) days at the discretion of the Superintendent of Parks and Recreation. **Examples of activities** for which Limited Term permits may be issued include removal of encroachments, installation of landscaping consistent with Department guidelines, utility installations, and temporary access.

The Limited Term permit fee will be **charged at a daily rate from the date the permit is issued or the date the use or occupancy of park property began, whichever is earlier**, until the activity is completed and all conditions of the permit, including restoration of any damage to park land, have been satisfied. If seasonal factors, such as planting conditions or construction prohibitions, warrant a delay between the time the use or occupancy of park property is completed and the time the restoration is completed, no Permit Fee shall be charged for the interim period, unless the park land is unavailable for the use or enjoyment of the public.

If a Revocable Use Permit is issued for a use of park land that is expected to continue for a limited period of time, such as a Limited Term permit, but for a **period exceeding ninety (90) days**, the fee shall be the daily rate set for Limited Term permits for the first ninety (90) days; the fee for the period exceeding ninety (90) days shall be calculated in accordance with the Continuing Use permit fee.

Under no circumstances shall a Limited Term permit fee be converted to a lesser fee due to extension of the anticipated completion date of the permitted activity. If upon inspection it is determined that the permit conditions have not been satisfied, charges for additional daily fees at the same rate shall accrue until conditions have been satisfied.

### ***Continuing Use Permit Fee***

Continuing Use permit fees shall be charged for **uses expected to continue for an extended period of time, generally beyond ninety (90) days (e.g., encroachments or other non-park uses that will not be corrected or eliminated within a ninety (90) day period)**. Continuing Use permit fees shall be calculated using a **formula** based on land **Value**, **Area** of use, a **Barrier** factor, and a **Rate** of return ( $V \times A \times B \times R$ ).

The **Value** of the park land used shall be determined by calculating the average of the **assessed value** per square foot of the benefited property and the assessed values per square foot of **comparable** (i.e., similarly zoned, having similar amenities such as waterfront or view), nearby (within a distance not to exceed 1,000 feet) **non-park properties**.



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.



**Revocable Use Permit FEE SCHEDULE**

2013	2014	
\$150.00	\$150.00	Application Fee (non-refundable; includes one (1) on-site inspection and two (2) hours of staff time for reviewing and processing application)
\$150.00	\$150.00	Inspection and/or Monitoring , per hour (Application fee includes one on-site inspection. Additional on-site charges at \$150.00 per hour may be assessed, for on-site inspections and/or monitoring, if specified in the Permit or if necessary in the Department's judgment, due to Applicant's or Permittee's action(s), or failure to comply with the terms and conditions of the permit.)
\$200.00	\$200.00	Limited Term Permit, per day, <b>OR</b> \$250.00 minimum, whichever is greater
Formula	Formula	Continuing Use Permit, determined by formula (V x A x B x R) <b>OR</b> \$500.00 minimum, whichever is greater
\$100.00	\$100.00	Processing Charges, per hour (costs of staff time in excess of two (2) hours to review and process permit applications; payable prior to permit issuance.)

• **View Tree Pruning Permit**

Private citizens may apply for a permit if they wish to hire a qualified, bonded tree service firm to perform view tree pruning which is not normally done as part of the Department tree maintenance program along its designated viewpoints and scenic drives. The request for this permit must be submitted in writing to the Manager of our Citywide Horticulture Unit. Three site inspections by a Department Landscape Supervisor will be performed: the first inspection to review the request and make a determination of allowed pruning, the second (if the request is approved) during the proposed work to ensure compliance with the permit, and a final inspection for satisfaction of all permit specifications.

2013	2014	
\$50.00	\$50.00	Application fee, non-refundable. Must be submitted with the written request for a View Tree Pruning Permit.
\$100.00	\$100.00	Permit fee, due upon issuance of the View Tree Pruning Permit
\$100.00	\$100.00	Bond from tree service firm must be submitted prior to work. The tree service firm is also required to submit proof of insurance in a minimum amount of \$1,000,000 bodily injury liability and \$5,000 property damage.
\$80.00	\$80.00	Forester staff time (per hour) required for public communications, site visits, and designated paperwork.



## 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.



5. **Prepaid Passes:** During special hours or otherwise, admission may be sold to a tour company, the organizer of a convention, or an association at an aggregate fee for all members and the participants may be granted entry, either as a group or individually, at the hours or on the days authorized by presenting a ticket or other indication of pre-payment.
6. **Departmental Free or Half-Price Days:** "Senior citizens' days" may be offered during which time people over a minimum age are admitted free; a free day may be provided for the public to see and enjoy an exhibit financed through a bond issue or by a public fund-raising drive; on a "Kids' Day" or "Neighborhood Day," admission may be free for children and low income adults; a free golf lesson day for kids may be provided; or free swimming day at our pools may be provided.
7. **Promotional Purposes:** The Department may offer extended evening hours or special discounts during specific periods in the year to encourage high attendance at our park facilities. Some examples include, but are not limited to, the following:
  - (a) Extended Aquarium hours and special discounts during the summer.
  - (b) Extended special discount for swimming fees during the summer.



## 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

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## APPENDIX



## APPENDIX B - Permit, Reservation, and Information Phone Numbers

(Area Code 206)

### Athletic Field/Court Scheduling

Field Scheduling – Individual.....	684-4077
Field Scheduling – League.....	684-4082
Tennis	
Indoor courts .....	684-4764
Outdoor courts .....	684-4082
Outdoor courts (Tennis Center)	684-4764

### General & Group Reservations

Day Camp Reservations.....	684-4081
Picnic Area Reservations .....	684-4081
Weddings	
Camp Long (outdoor) .....	684-7434
Facility (indoor) .... (call specific facility)	
Park areas .....	684-4081

### Specialized Permits & Contracts

Boat Launch Permits.....	684-7249
Commercial Use Permits .....	684-4080
Concession Contracts.....	684-8002
Construction Plan Review.....	684-4860
Events & Filming (held on Park property)	
Commercial events.....	684-4080
Film Permits.....	684-4080
@ Sand Point .....	684-4946
Special Events.....	684-4080
Revocable Use Permits .....	684-4860
Special Events Permits.....	684-4080
Tree Trimming .....	684-4713

### Information

General Information.....	684-4075
Business Service Center.....	684-5177



### 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
Dahl South Soccer	COS	Grass		X				Sum-Fall
Dahl West Soccer	COS	Grass		X			X	Fall
Dearborn	COS	Grass		X				Fall
Decatur 1 & 2	SPS	Grass	X					Sp/Sum
Decatur North & South Soccer	SPS	Grass		X				Fall
Delridge 1 & 2	COS	Synthetic	X				X	Year Round
Delridge Soccer 1 & 2	COS	Synthetic		X		X	X	Sp/Sum
Eckstein	SPS	Synthetic		X		X		Year Round
Ella Bailey	COS	Grass		X				Fall
Fairmount	COS	Grass	X					Sp/Sum
Fairmount Soccer	COS	Grass		X				Fall
Franklin Football	SPS	Synthetic		X	X	X		Year Round
Franklin Track	SPS	Synthetic				X		Year Round
Garfield 1 & 2	COS	Grass	X				X	Sp/Sum
Garfield 3	COS	Grass	X					Sp/Sum
Garfield Soccer	COS	Grass		X	X		X	Fall
Garfield HS Football	SPS	Synthetic		X	X	X		Year Round
Garfield HS Track	SPS	Synthetic				X		Year Round
Gatzert Baseball	SPS	Grass	X					Sp/Sum
Gatzert Soccer	SPS	Grass		X				Fall
Genesee Lower & Upper	COS	Synthetic		X		X	X	Year Round
Georgetown Soccer	COS	Synthetic		X		X	X	Year Round
Gilman 1 & 2	COS	Grass	X					Sp/Sum
Gilman Soccer	COS	Grass		X				Fall
Green Lake 1 & 2 & 3	COS	Grass	X					Sp/Sum
Green Lake Soccer	COS	Grass		X		X		Sum-Fall
Hiawatha 1	COS	Synthetic	X				X	Sp/Sum
Hiawatha Soccer	COS	Synthetic		X		X	X	Year Round
Highland Park 1 & 2	COS	Grass	X					Sp/Sum

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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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Field	*Field Owner	Surface	Baseball/ Softball	Soccer	Football	Other	Lighted	Season of Use
Lincoln Park 1 & 2 & 3	COS	Grass	X					Sp/Sum
Lincoln Park Cross Country	COS	Grass				X		Fall
Lincoln Park Football	COS	Grass		X	X			Fall
Lower Woodland 1	COS	Synthetic	X				X	Sp/Sum
Lower Woodland 3, 4, 5, & 6	COS	Grass	X				X	Sp/Sum
Lower Woodland 2 & 7	COS	Synthetic		X		X	X	Year Round
Lower Woodland Track	COS	Cinder				X	X	Sp/Sum
Loyal Heights 1 & 2	COS	Synthetic	X				X	Sp/Sum
Loyal Heights Football	COS	Synthetic		X	X	X	X	Year Round
Madison	SPS	Grass	X	X				Sp/Sum
Madrona	COS	Grass	X	X				Sp/Sum
Magnolia 1 & 2	COS	Grass	X				X	Sp/Sum
Magnolia 3, 4, 5, & 6	COS	Grass	X					Sp/Sum
Magnolia 6 North & South	COS	Grass		X				Fall
Magnolia Soccer NE & NW	COS	Grass		X		X		Sp-Fall
Magnolia Soccer South	COS	Grass		X			X	Fall
Magnuson 1, 2, 3, & 4	COS	Grass		X		X		Sp-Fall
Magnuson 5, 6, 7	COS	Synthetic		X		X	X	Year Round
Magnuson 8	COS	Synthetic	X					Sp/Sum
Magnuson 9	COS	Synthetic	X				X	Sp/Sum
Maple Leaf 1	COS	Grass	X					Sp/Sum
Maple Leaf Soccer	COS	Grass		X				Fall

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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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Field	*Field Owner	Surface	Baseball/ Softball	Soccer	Football	Other	Lighted	Season of Use
Queen Anne Bowl	COS	Synthetic		X	X	X		Year Round
Queen Anne Bowl Track	COS	Cinder				X		Sp/Sum
Queen Anne East	COS	Grass	X	X				Sp-Fall
Rainier 1, 2, & 3	COS	Grass	X				X	Sp/Sum
Rainier Football	COS	Grass			X		X	Fall
Rainier Beach 1 & 2	COS	Grass	X					Sp/Sum
Rainier Beach Soccer	COS	Grass		X				Sp-Fall
Rainier Beach HS Baseball / Softball	SPS	Synthetic	X				X	Sp/Sum
Rainier Beach HS Stadium	SPS	Synthetic		X	X	X	X	Year Round
Rainier Beach HS Track	SPS	Synthetic				X	X	Sp/Sum
Rainier Beach HS Utility Field	SPS	Grass		X	X			Sp/Sum
Ravenna 1	COS	Grass	X					Sp/Sum
Ravenna Soccer	COS	Grass		X				Fall
Riverview 1, 2, 3, & 4	COS	Grass	X					Sp/Sum
Riverview North & South	COS	Grass		X		X		Fall
Rogers	COS	Grass	X					Sp-Fall
Roosevelt	SPS	Synthetic		X	X	X		Year Round
Roosevelt Track	SPS	Synthetic				X		Sp/Sum
Ross, Lower	COS	Grass	X					Sp/Sum
Roxhill 1 & 2	COS	Grass	X					Sp/Sum
Roxhill Mod Soccer	COS	Grass		X				Fall
Roxhill Soccer	COS	Grass		X				Sp-Fall
Salmon Bay	SPS	Synthetic		X				Year Round
Sealth Baseball & Softball	SPS	Synthetic	X				X	Sp/Sum
Sealth Stadium	SPS	Synthetic		X	X	X	X	Year Round
Sealth Track	SPS	Synthetic				X	X	Sp/Sum
Sealth Utility	SPS	Grass		X	X			Sp-Fall

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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

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Field	*Field Owner	Surface	Baseball/ Softball	Soccer	Football	Other	Lighted	Season of Use
Washington Park 1 & 2	COS	Sand	X				X	Sp/Sum
West Seattle Stadium	COS	Grass			X		X	Fall
West Seattle Stadium Track	COS	Synthetic				X	X	Sp/Sum
West Woodland Soccer	SPS	Grass		X				Fall
Whitman Baseball	SPS	Synthetic	X					Sp/Sum
Whitman Soccer	SPS	Synthetic		X		X		Year Round
Whitman Track	SPS	Synthetic				X		Sp/Sum
Wilson Pacific Baseball	SPS	Grass	X					Sp/Sum
Wilson Pacific Soccer	SPS	Grass		X				Fall
Wilson Pacific Softball	SPS	Grass	X					Sp/Sum
Woodland Cross Country	COS	Grass				X		Fall

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**APPENDIX**



## APPENDIX D – Parks Department Refund Policy

### Department Policy & Procedure



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

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- 4.0 **DROPPING A CLASS BEFORE SECOND SESSION:** A participant may be issued a refund if he/she drops a class, and notifies the program coordinator, prior to the second class session. The pro-rated class fee plus a service charge of \$5.00 or 10% of the fee, whichever is greater, will be retained by the facility. No refund will be made for supplies and materials fees.
- 5.0 **DROPPING A CLASS AFTER SECOND SESSION:** If a participant drops a class after the second session of a series, no refund will be given.
- 6.0 **DAY CAMP REFUND:** A participant may be issued a refund for a youth or teen day camp program, if he/she notifies the program coordinator at least fourteen (14) days prior to the beginning date of the camp. A service charge of 10% of the fee will be retained by the facility. No refunds will be made on payments provided as deposits for camps. No refunds will be made for requests received within fourteen (14) days prior to the beginning of the camp, unless the space in the camp is filled.
- 7.0 **TRIPS, OVERNIGHT CAMPS AND EVENTS REFUNDS:** Refunds for trips, overnight camps and special events, minus any non-refundable deposits and charges, will be issued until fourteen (14) days prior to the date of the event unless otherwise stated. Cancellation requests received later than fourteen (14) days prior to the beginning of the event for any reason, including illness, will not be approved and refunded. Refunds, minus a service charge deduction of \$5.00 or 10% of the fee, whichever is greater, may be made if the vacancy is filled. No refund will be made for food, supplies and materials fees.
- 8.0 **FACILITY RENTALS WHILE CLOSED:** Facility rentals, which are scheduled outside normal hours of operation, require full payment for each reservation, of which a minimum of \$50 is non-refundable. Refunds, minus the \$50 non-refundable charge or 10% of the fee, whichever is greater, may be made if the renter notifies the facility coordinator at least fourteen (14) days before the scheduled event. Refunds, minus the \$50 non-refundable charge or 50% of the fee, whichever is greater, may be made if the renter notifies the facility coordinator fewer than fourteen (14) days before the event and the space is rented to someone else. Any damage deposit collected prior to an event that is not held will be refunded in full.
- 9.0 **FACILITY RENTALS WHILE OPEN:** Facility rentals, which are scheduled during normal hours of operation, require full payment for each reservation, of which a minimum of \$5 is non-refundable. Refunds, minus the \$5 non-refundable charge or 10% of the fee, whichever is greater, may be made if the renter notifies the facility coordinator at least fourteen (14) days before the scheduled event. No refunds are made for cancellations that occur less than fourteen (14) days before the event.
- 10.0 **YOUTH SPORTS**  
A refund of all fees paid, less 10% service charge, will be issued if a player drops from the team before the uniforms are ordered. If a player drops from the team after the uniforms are ordered, a refund will be issued minus the cost of the uniform and the 10% service charge. No refunds will be issued after the first league game is played.

D

**APPENDIX**



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.

D  
APPENDIX



## Changes from the Adopted 2012 Fee Schedule to the Proposed 2013-2014 Fee Schedule

The table below identifies all Department of Parks and Recreation proposed fees included in Attachment 1 that are changed from 2012 Adopted fees. Changes are noted for Proposed 2013-2014 fees when compared to Adopted 2012 fees.

Facility/Area	Service	Page # in 2013-14 Schedule	Description	Adopted 2012 Fee	Proposed 2013 Fee	Proposed 2014 Fee	Comments
Volunteer Park Conservatory	Admissions Fee	3	Admissions Fee (adults / seniors)	\$3.00 (voluntary)	\$4.00	\$4.00	Increases fee, and changes admission fee from "voluntary" to required admission fee for adults and senior citizens
Japanese Garden (Arboretum)	Annual Pass	4-5	Student Annual Pass	N/A	\$15.00	\$15.00	Adds Student Pass category to annual passes (discounted from individual pass) - Parks Superintendent approved pilot in 2012
Japanese Garden (Arboretum)	Annual Pass	4-5	Photographer Annual Pass	N/A	\$75.00	\$75.00	Adds Photographer category to annual passes - Parks Superintendent approved pilot in 2012
Amy Yee Tennis Center (AYTC)	Varies	6-8	Non-Resident Fee Type	N/A	N/A	N/A	Changes "Standard" fee type to "Non-Resident" fee type – editorial fee type clarification for public and staff
Amy Yee Tennis Center (AYTC)	Special Events, Equipment Rental, & Merchandise	6-8	AYTC Merchandise	N/A	Market Value	Market Value	Clarifies that these sales are "City funds". All merchandise sold at AYTC is collected and deposited into the Parks & Recreation fund. Merchandise is not listed separately, as it varies by season.
Amy Yee Tennis Center (AYTC)	Public Service Indoor Tennis Court Time	6-8	Junior fee, per person	N/A	Free	Free	Clarifies that Junior tennis players' Public Service Indoor Tennis Court Time is free for Residents and Non-Residents



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Facility/Area	Service	Page # in 2013-14 Schedule	Description	Adopted 2012 Fee	Proposed 2013 Fee	Proposed 2014 Fee	Comments
Swimming Pools	Recreation Swimming <i>Indoor and Outdoor Pools</i>	9-13	Youth	\$3.25	\$3.75	\$3.75	The proposed fee increases bring fees in line with or below the average fee charged at comparable swimming facilities.
Swimming Pools	Recreation Swimming <i>Indoor and Outdoor Pools</i>	9-13	Adult	\$4.75	\$5.25	\$5.25	The proposed fee increases bring fees in line with or below the average fee charged at comparable swimming facilities.
Swimming Pools	Recreation Swimming <i>Indoor and Outdoor Pools</i>	9-13	Senior Adult	\$3.25	\$3.75	\$3.75	The proposed fee increases bring fees in line with or below the average fee charged at comparable swimming facilities.
Swimming Pools	Recreation Swimming <i>Indoor and Outdoor Pools</i>	9-13	Non-profit youth organizations	\$2.50	\$3.00	\$3.00	The proposed fee increases bring fees in line with or below the average fee charged at comparable swimming facilities.
Swimming Pools	Recreation Swimming <i>Indoor and Outdoor Pools</i>	9-13	30-day unlimited entry pass <i>Adult</i>	\$55.00	\$60.00	\$60.00	The proposed fee increases bring fees in line with or below the average fee charged at comparable swimming facilities.
Swimming Pools	Recreation Swimming <i>Indoor and Outdoor Pools</i>	9-13	30-day unlimited entry pass <i>Senior/Yth/Spec Pops</i>	\$40.00	\$45.00	\$45.00	The proposed fee increases bring fees in line with or below the average fee charged at comparable swimming facilities.



## Changes from the Adopted 2012 Fee Schedule to the Proposed 2013-2014 Fee Schedule

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Swimming Pools	Recreation Swimming <i>Indoor and Outdoor Pools</i>	9-13	Discount Recreational Swim Card <i>Adult</i>	\$42.75	\$47.00	\$47.00	The proposed fee increases bring fees in line with or below the average fee charged at comparable swimming facilities.
Swimming Pools	Recreation Swimming <i>Indoor and Outdoor Pools</i>	9-13	Discount Recreational Swim Card <i>Senior/Yth/Spec Pops</i>	\$29.25	\$33.50	\$33.50	The proposed fee increases bring fees in line with or below the average fee charged at comparable swimming facilities.
Swimming Pools	Fitness <i>Indoor and Outdoor Pools</i>	9-13	Fitness <i>Ages 18-64</i>	\$6.00	\$6.50	\$6.50	The proposed fee increases bring fees in line with or below the average fee charged at comparable swimming facilities.
Swimming Pools	Fitness <i>Indoor and Outdoor Pools</i>	9-13	Fitness <i>Ages 65 and over</i>	\$3.50	\$4.00	\$4.00	The proposed fee increases bring fees in line with or below the average fee charged at comparable swimming facilities.
Swimming Pools	Fitness <i>Indoor and Outdoor Pools</i>	9-13	Discount Fitness Swim Card <i>Adult</i>	\$54.00	\$57.50	\$57.50	The proposed fee increases bring fees in line with or below the average fee charged at comparable swimming facilities.
Swimming Pools	Fitness <i>Indoor and Outdoor Pools</i>	9-13	Discount Fitness Swim Card <i>Senior/Yth/Spec Pops</i>	\$31.50	\$35.00	\$35.00	The proposed fee increases bring fees in line with or below the average fee charged at comparable swimming facilities.



## Changes from the Adopted 2012 Fee Schedule to the Proposed 2013-2014 Fee Schedule

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Facility/Area	Service	Page # in 2013-14 Schedule	Description	Adopted 2012 Fee	Proposed 2013 Fee	Proposed 2014 Fee	Comments
Swimming Pools	Swimming Instruction <i>Indoor and Outdoor Pools</i>	9-13	Group Lesson <i>Youth 6+, tiny tot, or "Guard Start"</i>	\$6.50	\$7.00	\$7.00	The proposed fee increases bring fees in line with or below the average fee charged at comparable swimming facilities.
Swimming Pools	Swimming Instruction <i>Indoor and Outdoor Pools</i>	9-13	Group Lesson <i>Adult</i>	\$6.50	\$7.00	\$7.00	The proposed fee increases bring fees in line with or below the average fee charged at comparable swimming facilities.
Swimming Pools	Swimming Instruction <i>Indoor and Outdoor Pools</i>	9-13	Group Lesson - Low Income <i>Youth 6+, tiny tot, or "Guard Start"</i>	\$3.25	\$3.50	\$3.50	The proposed fee increases bring fees in line with or below the average fee charged at comparable swimming facilities.
Swimming Pools	Swimming Instruction <i>Indoor and Outdoor Pools</i>	9-13	Group Lesson - Low Income <i>Adult</i>	\$3.25	\$3.50	\$3.50	The proposed fee increases bring fees in line with or below the average fee charged at comparable swimming facilities.
Swimming Pools	Swimming Instruction <i>Indoor and Outdoor Pools</i>	9-13	Group Lesson <i>3 yr old</i>	\$12.00	\$12.50	\$12.50	The proposed fee increases bring fees in line with or below the average fee charged at comparable swimming facilities.
Swimming Pools	Swimming Instruction <i>Indoor and Outdoor Pools</i>	9-13	Group Lesson - Low Income <i>3 yr old</i>	\$6.00	\$6.25	\$6.25	The proposed fee increases bring fees in line with or below the average fee charged at comparable swimming facilities.



## Changes from the Adopted 2012 Fee Schedule to the Proposed 2013-2014 Fee Schedule

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Facility/Area	Service	Page # in 2013-14 Schedule	Description	Adopted 2012 Fee	Proposed 2013 Fee	Proposed 2014 Fee	Comments
Swimming Pools	Swimming Instruction <i>Indoor and Outdoor Pools</i>	9-13	Group Lesson <i>Kinders age 4 &amp; 5</i>	\$8.00	\$8.50	\$8.50	The proposed fee increases bring fees in line with or below the average fee charged at comparable swimming facilities.
Swimming Pools	Swimming Instruction <i>Indoor and Outdoor Pools</i>	9-13	Group Lesson - Low Income <i>Kinders age 4 &amp; 5</i>	\$4.00	\$4.25	\$4.25	The proposed fee increases bring fees in line with or below the average fee charged at comparable swimming facilities.
Swimming Pools	Swimming Instruction <i>Indoor and Outdoor Pools</i>	9-13	Summer Swim League <i>Ages 7-18</i>	\$120.00	\$130.00	\$130.00	The proposed fee increases bring fees in line with or below the average fee charged at comparable swimming facilities.
Swimming Pools	Swimming Instruction <i>Indoor and Outdoor Pools</i>	9-13	Summer Swim League Low Income <i>Ages 7-18</i>	\$60.00	\$65.00	\$65.00	The proposed fee increases bring fees in line with or below the average fee charged at comparable swimming facilities.
Swimming Pools	Swimming Instruction <i>Indoor and Outdoor Pools</i>	9-13	Personal Instruction <i>One on One</i>	\$34.00	\$36.00	\$36.00	The proposed fee increases bring fees in line with or below the average fee charged at comparable swimming facilities.
Swimming Pools	Swimming Instruction <i>Indoor and Outdoor Pools</i>	9-13	Personal Instruction <i>Each additional person in class</i>	\$10.00	\$12.00	\$12.00	The proposed fee increases bring fees in line with or below the average fee charged at comparable swimming facilities.



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Facility/Area	Service	Page # in 2013-14 Schedule	Description	Adopted 2012 Fee	Proposed 2013 Fee	Proposed 2014 Fee	Comments
Swimming Pools	Swimming Pools <i>Competitive Training Rentals</i>	9-13	Youth Swim Team	\$71.00	\$81.00	\$81.00	The proposed fee brings fee in line with or below the average fee charged at comparable swimming facilities.
Swimming Pools	Swimming Pools <i>Competitive Training Rentals</i>	9-13	Indoor competitive training (6am-8pm) <i>per hour when pool is scheduled to be closed to the public</i>	N/A	\$97.00	\$97.00	The proposed fee brings fee in line with or below the average fee charged at comparable swimming facilities.
Swimming Pools	Swimming Pools <i>Competitive Training Rentals</i>	9-13	Indoor competitive training (6am-8pm) shallow end only in bulkhead pools <i>per hour when pool is scheduled to be closed to the public</i>	N/A	\$48.50	\$48.50	The proposed fee brings fee in line with or below the average fee charged at comparable swimming facilities.
Swimming Pools	Swimming Pools <i>Competitive Training Rentals</i>	9-13	Indoor competitive training (8pm-6am) <i>per hour when pool is scheduled to be closed to the public</i>	N/A	\$89.00	\$89.00	The proposed fee brings fee in line with or below the average fee charged at comparable swimming facilities.



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Facility/Area	Service	Page # in 2013-14 Schedule	Description	Adopted 2012 Fee	Proposed 2013 Fee	Proposed 2014 Fee	Comments
Swimming Pools	Swimming Pools <i>Competitive Training Rentals</i>	9-13	Indoor competitive training (8pm-6am) shallow end only in bulkhead pools <i>per hour when pool is scheduled to be closed to the public</i>	N/A	\$44.50	\$44.50	The proposed fee brings fee in line with or below the average fee charged at comparable swimming facilities.
Swimming Pools	Swimming Pools <i>Competitive Training Rentals</i>	9-13	Colman Pool competitive training <i>per hour</i>	N/A	\$156.00	\$156.00	The proposed fee brings fee in line with or below the average fee charged at comparable swimming facilities.
Swimming Pools	Special Use Fees	9-13	Mounger Pool Merchandise	N/A	Market Value	Market Value	Clarifies that these sales are “City funds”. All merchandise sold at Mounger Pool is collected and deposited into the Parks & Recreation fund. Merchandise is not listed separately, as it varies by season. (All other City Pools deposit merchandise sales into Advisory Council accounts)
Environmental Learning Centers	Camp Long Challenge Course	20-21	Half-day <i>(per 15 youth participants)</i>	N/A	\$125.00	\$125.00	The proposed fee is in line with the average fee charged at comparable facilities – Parks Superintendent approved pilot in 2012



## Changes from the Adopted 2012 Fee Schedule to the Proposed 2013-2014 Fee Schedule

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Facility/Area	Service	Page # in 2013-14 Schedule	Description	Adopted 2012 Fee	Proposed 2013 Fee	Proposed 2014 Fee	Comments
Environmental Learning Centers	Camp Long Challenge Course	20-21	Full-day (per 15 youth participants)	N/A	\$250.00	\$250.00	The proposed fee is in line with the average fee charged at comparable facilities – Parks Superintendent approved pilot in 2012
Environmental Learning Centers	Camp Long Challenge Course	20-21	Corporate Groups (per person)	N/A	\$35.00	\$35.00	The proposed fee is in line with the average fee charged at comparable facilities – Parks Superintendent approved pilot in 2012
Environmental Learning Centers	Camp Long Challenge Course	20-21	5-day Facilitator Training Program	N/A	\$400.00	\$400.00	The proposed fee is in line with the average fee charged at comparable facilities – Parks Superintendent approved pilot in 2012
Environmental Learning Centers	Camp Long Challenge Course	20-21	3-day Facilitator Training Program (prior low course training)	N/A	\$255.00	\$255.00	The proposed fee is in line with the average fee charged at comparable facilities – Parks Superintendent approved pilot in 2012
Environmental Learning Centers	Camp Long Challenge Course	20-21	1-day Refresher Facilitator Training Program	N/A	\$125.00	\$125.00	The proposed fee is in line with the average fee charged at comparable facilities – Parks Superintendent approved pilot in 2012
Environmental Learning Centers	Camp Long Challenge Course	20-21	Current members of WSU-4H sponsored groups	N/A	60% discount	60% discount	The proposed fee is in line with the average fee charged at comparable facilities – Parks Superintendent approved pilot in 2012



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Facility/Area	Service	Page # in 2013-14 Schedule	Description	Adopted 2012 Fee	Proposed 2013 Fee	Proposed 2014 Fee	Comments
Special Amenity Facilities	Boathours, Bathhouse, Shelterhouse, and Pumphouse Rentals	21	Dakota Place Shelterhouse Building Rental	\$120.00	\$100.00	\$100.00	The proposed fee decrease is in line with venues of a similar size in the area
Special Amenity Facilities	Langston Hughes Performing Arts Center	22	Performance Rentals Theater <i>per hour</i>	\$110.00	\$160.00	\$160.00	Proposed fee increase based upon newly renovated space
Special Amenity Facilities	Langston Hughes Performing Arts Center	Deleted	Performance Rentals Theater <i>per hour, 6-10 hours</i>	\$90.00	Delete	Delete	Deleted this fee, as all theater rentals are one fee per hour (see line above)
Special Amenity Facilities	Langston Hughes Performing Arts Center	23-25	Performance Rentals "Load-in / Load-out" <i>per day</i>	\$60.00	\$75.00	\$75.00	The proposed fee increase brings fees in line with comparable theater facilities in the area
Special Amenity Facilities	Langston Hughes Performing Arts Center	Deleted	Marquee Rental	\$110.00	Delete	Delete	The marquee cannot be rented due to sign ordinance
Special Amenity Facilities	Langston Hughes Performing Arts Center	23-25	Film/Video Rental Theater, BIG Projector, Big Screen (4 hours)	\$80.00	\$350.00	\$350.00	Proposed fee increase based upon newly renovated space



## Changes from the Adopted 2012 Fee Schedule to the Proposed 2013-2014 Fee Schedule

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Special Amenity Facilities	Langston Hughes Performing Arts Center	Deleted	Film/Video Rental <i>add'l hours over 5</i>	\$50.00	Delete	Delete	Fee no longer decreases after 5 hours. Deleted this fee, as all film/video rentals are one fee per 4 hours (see line above).
Special Amenity Facilities	Langston Hughes Performing Arts Center	23-25	Film/Video Rental <i>Theater, SMALL Projector, Big Screen (8 hours)</i>	N/A	\$85.00	\$85.00	Proposed new fee, based upon newly renovated space
Special Amenity Facilities	Langston Hughes Performing Arts Center	23-25	Conference, Meeting or Seminar Rental <i>Theater, per hour</i>	\$95.00	\$120.00	\$120.00	Proposed fee increase based upon newly renovated space
Special Amenity Facilities	Langston Hughes Performing Arts Center	Deleted	Conference, Meeting or Seminar Rental <i>add'l hours over 5</i>	\$50.00	Delete	Delete	Fee no longer decreases after 5 hours. Deleted this fee, as all film/video rentals are one fee hour (see line above).
Special Amenity Facilities	Langston Hughes Performing Arts Center	23-25	Rehearsals <i>per hour when renter not renting space for rehearsed performance</i>	\$25.00	\$35.00	\$35.00	Proposed fee increase based upon newly renovated space
Special Amenity Facilities	Langston Hughes Performing Arts Center	23-25	Rehearsals <i>per hour when renter is renting space for rehearsed performance</i>	\$15.00	\$25.00	\$25.00	Proposed fee increase based upon newly renovated space



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Special Amenity Facilities	Langston Hughes Performing Arts Center	23-25	Meeting Rooms <i>Grand Rehearsal Hall per hour</i>	\$60.00	\$160.00	\$160.00	Proposed fee increase based upon newly renovated space
Special Amenity Facilities	Langston Hughes Performing Arts Center	23-25	Kitchen <i>per hour</i>	\$48.00	\$75.00	\$75.00	Proposed fee increase based upon newly renovated space (state of the art upgrades)
Special Amenity Facilities	Langston Hughes Performing Arts Center	23-25	Wedding Packages <i>Package A</i>	N/A	\$8,850	\$8,850	Proposed "package" fee based upon newly renovated space
Special Amenity Facilities	Langston Hughes Performing Arts Center	23-25	Wedding Packages <i>Package B</i>	N/A	\$4,925	\$4,925	Proposed "package" fee based upon newly renovated space
Special Amenity Facilities	Langston Hughes Performing Arts Center	23-25	Wedding Packages <i>Package C</i>	N/A	\$2,850	\$2,850	Proposed "package" fee based upon newly renovated space
Special Amenity Facilities	Langston Hughes Performing Arts Center	23-25	Conference Packages <i>Package A</i>	N/A	\$3,200	\$3,200	Proposed "package" fee based upon newly renovated space



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Facility/Area	Service	Page # in 2013-14 Schedule	Description	Adopted 2012 Fee	Proposed 2013 Fee	Proposed 2014 Fee	Comments
Special Amenity Facilities	Langston Hughes Performing Arts Center	23-25	Conference Packages <i>Package B</i>	N/A	\$2,100	\$2,100	Proposed "package" fee based upon newly renovated space
Special Amenity Facilities	Langston Hughes Performing Arts Center	23-25	Conference Packages <i>Package C</i>	N/A	\$1,000	\$1,000	Proposed "package" fee based upon newly renovated space
Special Amenity Facilities	Langston Hughes Performing Arts Center	23-25	Specialty Sunday Use <i>per month (minimum 4 wks)</i>	N/A	\$3,100	\$3,100	Proposed new fee for underutilized space on Sunday mornings from 7:00 a.m. to 12:00 noon (not available for Business or Fee-Based programs).
Special Amenity Facilities	Langston Hughes Performing Arts Center	23-25	Box Office Receipts	N/A	70% / 30% split	70% / 30% split	All Box Office proceeds are split between the Parks Department and the Production company. Parks retains 70% of the proceeds (split equally between the Parks & Recreation Fund and the LHPAC Associated Recreation Council account), and the remaining 30% of Box Office proceeds are retained by the Production company.



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Facility/Area	Service	Page # in 2013-14 Schedule	Description	Adopted 2012 Fee	Proposed 2013 Fee	Proposed 2014 Fee	Comments
Warren G. Magnuson Park	Facility/Site Rentals	Deleted	Auditorium <i>per hour</i>	\$75.00	Delete	Delete	The auditorium is now under a Joint Use Tenant Agreement with Seattle Musical Theater; all rentals/uses are scheduled through Seattle Musical Theater.
Warren G. Magnuson Park	Facility/Site Rentals	Deleted	Auditorium <i>per day</i>	\$500.00	Delete	Delete	The auditorium is now under a Joint Use Tenant Agreement with Seattle Musical Theater; all rentals/uses are scheduled through Seattle Musical Theater.
Warren G. Magnuson Park	Facility/Site Rentals	Deleted	West 30 <i>per diem</i>	\$300.00	Delete	Delete	Parks is no longer renting this facility
Warren G. Magnuson Park	Facility/Site Rentals	25	Gym <i>athletic use per hour</i>	\$50.00	\$40.00	\$40.00	This fee decrease brings the gym in line with all other Parks gym rentals in our system
Warren G. Magnuson Park	Facility/Site Rentals	25	Small room rate <i>per day</i>	\$200.00	\$280.00	\$280.00	This fee increase brings the room in line with all other Parks small room rentals in our system
Warren G. Magnuson Park	Facility/Site Rentals	25	Medium room rate <i>per day</i>	\$280.00	\$360.00	\$360.00	This fee increase brings the room in line with all other Parks medium room rentals in our system
Warren G. Magnuson Park	Facility/Site Rentals	25	Large room rate <i>per day</i>	\$400.00	\$480.00	\$480.00	This fee increase brings the room in line with all other Parks large room rentals in our system
Warren G. Magnuson Park	Facility/Site Rentals	25	Workshop 30 <i>hourly rate classes only</i>	\$30.00	\$35.00	\$35.00	This fee increase brings the room in line with all other Parks rooms similar in size



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Warren G. Magnuson Park	Facility/Site Rentals	26	Workshop 30 <i>per diem weekday</i>	\$300.00	\$500.00	\$500.00	This fee increase is based on an estimated increase in rentals following the renovation of Building 30.
Warren G. Magnuson Park	Facility/Site Rentals	26	Workshop 30 <i>per diem weekend</i>		\$700.00	\$700.00	This fee increase is based on an estimated increase in rentals following the renovation of Building 30.
Warren G. Magnuson Park	Facility/Site Rentals	26	Hanger 30 <i>per diem weekday</i>		\$1,500.00	\$1,500.00	This fee increase is based on an estimated increase in rentals following the renovation of Building 30.
Warren G. Magnuson Park	Facility/Site Rentals	26	Hanger 30 <i>per diem weekend</i>		\$1,800.00	\$1,800.00	This fee increase is based on an estimated increase in rentals following the renovation of Building 30.
Warren G. Magnuson Park	Facility/Site Rentals	Deleted	Hangar 27 <i>per diem</i>	\$1500	Delete	Delete	Hangar 27 is now under a Tenant Agreement with Arena Sports
Reservations	Park Area Ceremony Fee	30-31	Hourly fee <i>2-hour minimum at designated sites</i>	N/A	\$150.00	\$150.00	Creates a fee category for high use parks in our system (Alki Beach Park, Golden Gardens Park, Hamilton Viewpoint, Sunset Hill Viewpoint, and Volunteer Park)
Reservations	Day Camps Booking Fee	30-31	Discount of Picnic Reservation fee	75% discount	50% discount	50% discount	Discount of "Picnic Reservation Fees" as found in Fees and Charges, plus \$75 use permit application fee.



## Changes from the Adopted 2012 Fee Schedule to the Proposed 2013-2014 Fee Schedule

The table below identifies all Department of Parks and Recreation proposed fees included in Attachment 1 that are changed from 2012 Adopted fees. Changes are noted for Proposed 2013-2014 fees when compared to Adopted 2012 fees.

Facility/Area	Service	Page # in 2013-14 Schedule	Description	Adopted 2012 Fee	Proposed 2013 Fee	Proposed 2014 Fee	Comments
Permits	Use of Park Facilities for Filming / Photography	33	Commercial filming / photography <i>wedding photos, graduation photos, etc</i>	\$20.00	\$25.00	\$25.00	The proposed fee increases are more in line with the average fee charged at comparable parks/facilities.
Permits for Non-Park Uses of Park Property	View Tree Pruning Permit	37	Forester staff time per hour for public <i>communications, site visits, and designated paperwork</i>	N/A	\$80.00 per hour	\$80.00 per hour	Recovers staff time cost for public requests (currently this is not part of the rate structure for View Tree Pruning Permits). The customer will be reimbursed or charged additionally, depending on the number of hours worked.



**2013-2014 BUDGET LEGISLATION FISCAL NOTE**

Department:	Contact Person/Phone:	CBO Analyst/Phone:
Parks and Recreation	Amy Williams/ 684-4135	Jeff Muhm/ 684-8049

**Legislation Title:** AN ORDINANCE relating to the Department of Parks and Recreation; establishing the 2013-2014 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 2013-2014.

**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 2013-2014.

The revenue generated by these fees constitutes approximately 1% 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.

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 2012 Fee Schedule to the Proposed 2013-2014 Fee Schedule” reflects DPR’s proposed fee changes for 2013-2014.

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	2013 Proposed	2014 Endorsed
<b>Total Fees and Charges Resulting From Passage of This Ordinance</b>	Income from User Fees	459,482	459,482

Revenue Change Notes: Income from User Fees include increases for the use of several DPR facilities including increases at our aquatic facilities (\$300,482 in both 2013 and 2014), Langston Hughes Performing Arts Center (\$30,000 in 2013-14), the Volunteer Park Conservatory (\$104,000 in both 2013 and 2014), and Camp Long (\$55,000 both 2013 and 2014).

The swimming pool rate changes increase Youth and Adult Group lessons by 7%, Kinder Group lessons by 6%, and 3-year old and under group lessons by 4%. It also increases Summer Swim League rates by 8%, Personal Instruction by 6%, Semi Private Instruction by 17%, and Swim Team Rental by 16%. These increases bring fees in line with or below the average fee charged at comparable swimming facilities.

The Langston Hughes Performing Arts Center Fee increases (including additional fee categories) are aligned with the newly renovated center and its new performing arts amenities which include: a sprung floor for dance rehearsals and presentations, a recording and music studio, and upgraded theater.

Instituting a \$4 admission fee at Volunteer Park improves the future sustainability of the facility. The Fee structure includes reduced admission for college students and school groups as well as opportunities to visit for free.

The new Camp Long fee is related to their new Ropes Challenge Course, which provides team building activities and experiences integrated with environmental education knowledge. In 2012, the Parks and Recreation Superintendent established these same pilot fees for team-building programs using the Parks and Recreation Fee Setting Policy guideline and a program budget outline.

In addition, 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: adding a Student category and Photographer category to annual passes at Japanese Garden, clarifying fees at Amy Yee Tennis Center, bringing rental fees at Warrant G. Magnuson Park in line with other Parks room rentals, deleting fees we no longer are using, and increasing permit fees for commercial



filming/photography at parks facilities. The changes also include clarification of the conditions under which insurance is required for special events consistent with long-standing Park's policy.

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

Fund Name and Number	Revenue Source	Total 2013 Revenue	Total 2014 Revenue
(10200)	Income from User Fees	30,291,739	31,209,990
<b>TOTAL</b>			

Total Revenue Notes: Does not include Golf, use of Fund balance, or General Fund.

**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 2013-2014 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 24, 2012

Honorable Sally J. Clark  
President  
Seattle City Council  
City Hall, 2<sup>nd</sup> Floor

Dear Council President Clark:

I am transmitting the attached proposed Council Bill for consideration with the 2013-2014 Proposed Budget. This legislation will establish the Department of Parks and Recreation's (DPR's) Fees and Charges Schedule for 2013-2014.

Key changes to fees include increases for the use of several DPR facilities including aquatic facilities, Langston Hughes Performing Arts Center, the Volunteer Park Conservatory, and the clarification of the conditions under which insurance is required for special events.

Also included are establishment of fees for a team-building program at Camp Long, 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 Gerry Asp at 233-1503.

Sincerely,



Michael McGinn  
Mayor of Seattle

cc: Honorable Members of the Seattle City Council

