

Recreation Center Fund Fee Structure

Permits and Registrations

REGISTRATION:

The RCF collects program registration for all activities with the exceptions of aquatics and civic dance programs.

- For City Staff led programs, the fee is collected solely for the purpose of purchasing supplies/services for the program. There is no percentage of the fee retained for the RCF.
- For Contractual Programs, there are 3 parts to the fee: contractor fee, city surcharge, and a RCF percentage. The RCF percentage was developed by the corresponding Recreation Councils and ranges between 10-20%.

Registration Examples:

City Staff Led Program (Ex: Kids Night Out)

\$10/registration fees collected

-\$3 food/bev

-\$4 craft

-\$3 games, movies, misc

\$0 retained in RCF

Contractual Program

\$100/registration fees collected

-\$61.62 Contractor Fee

-\$27.50 city surcharge (general fund)

\$10.88 retained in RCF Fee (15%)

PERMITS:

The Fee Schedule has 3 fees identified that are paid directly to the RCF. These fees apply throughout the fee schedule for camps, clinics, tournaments, fundraising, promotional and commercial activities. The fees are as follows:

\$10.00/hour – Youth Activities indoor or outdoor

\$11.00/hour – Adult Leagues outdoor (courts or fields only)

\$15.00/hour – Adult leagues indoor (courts), all other adult activities for grounds use and building rentals. Adult fitness programs do not pay RCF fees.

Permit Examples:

Ground Use Scenario

Commercial Grounds Use

Parties-R-S (a city of San Diego company) wants a permit for a commercial organization (a city of Chula Vista company) that has hired them to organize their annual picnic at Mountain View Community Park for their employees and clients. They anticipate attendance to be 2,500 and there is an admission fee. There will be 25 booths for activities, food vendors (where alcohol will be served), and client products. They also will have 3 inflatable jumpers. They would like to set-up on Friday at 6:00 pm – 10:00 pm. Saturday is event day with activities from 10:00 am to 5:00 pm. Cleanup will be on Saturday from 5:00 pm – 8:00 pm. The permit is paid with a check.

- Capacity of the park venue is 1,500
- Admission Fee of \$2.00
- No vendor booth fee is charged by the Client
- There are outdoor restrooms available which are not locked
- Alcohol is allowed at this park

CALCULATIONS FOR SCENARIO

City Fees:

Ground Use Fee (Commercial Organization with over 1,000 in attendance):

Set-up day \$172.00

Event day \$1,722.00

Transaction Fee: \$2.00 (*Fees retained by ActiveNet*)

3% Credit Card Fee: N/A paid with check

GENERAL FUND SUBTOTAL: \$1,896.00

Recreation Center Fund Fees:

Set-up day \$15.00/hour x 4 hours = \$60.00

Event day \$15.00/hour x 10 hours = \$150.00

Transaction Fee: \$0 (*Processed as one transaction, no additional transaction fee collected*)

3% Credit Card Fee: N/A paid with check

RECREATION CENTER FUND SUBTOTAL: \$210.00

GRAND TOTAL: \$2,106.00

Court Scenarios

Gymnasium Reservation, Adult Basketball League

An adult basketball league requests the use of one (1) indoor gymnasium court at a recreation center from 5:30 pm – 8:30pm pm on Mondays with a total of 6 teams participating. This league is not under staff direction or part of the recreation council's programs. Their season is 10 weeks with two (2) weeks of playoffs and championships games, totaling 12 weeks. Four teams qualify for a single elimination playoff. Staff is required during all hours of the rental. The league director pays for the fees with a credit card.

- Team Entry Fee: \$500.00
- Recreation Center Hours of Operation: Monday-Friday, 12 pm – 8 pm;
Saturday, 9 am - 2 pm; closed on Sundays

CALCULATIONS FOR SCENARIO

City Fees:

League Team Fee:	$\$97/team \times 6 teams = \582.00
Court Reservation Fee:	$\$108.00/court \times 1 courts = \108.00
NHO Rate for the Court:	$\$21.00/hour \times 12 hours = \252.00 (holiday on 5/28)
Transaction Fee:	$\$2.00$ (Fees retained by ActiveNet)
3% Credit Card Fee:	$\$28.32$ (Fees retained by ActiveNet)

GENERAL FUND SUBTOTAL: \$972.32

Recreation Center Funds Fees:

Court:	$\$15/hour \times 33 hours = \495.00
Transaction Fee:	$\$0$ (Processed as one transaction)
Credit Card Fee:	$\$14.85$ (Fees retained by ActiveNet)

RECREATION CENTER FUND SUBTOTAL: \$509.85

GRAND TOTAL: \$1,482.17

Athletic Field Scenario

Tournament with Youth Traveling Baseball Teams

A non-profit youth travel baseball team requests the use of 3 unlighted field diamonds at a recreation center from 8 am - 5 pm on a Saturday and Sunday for a tournament consisting of a total of 20 teams participating. They need use of the kitchen for each entire day for a snack bar, which is attached to the recreation center building. Beverages, food, team equipment bags, and tournament t-shirts will be sold for the purpose of the tournament itself on both days at the snack bar. They are expecting 800 in attendance. Staff is required during all hours of this rental due to the use of the kitchen. This client will be paying with a credit card.

- Total Snack Bar Gross Sales (food, shirts, etc.): \$2,000
- Tournament Team Entry Fee: \$650
- Recreation Center Hours of Operation: Saturday, 9 am - 2 pm; Sunday, Closed
- Capacity of the athletic area is 1,500
- This request is outside of their 26 week season

CALCULATIONS FOR SCENARIO

City Fees:

Field Rental Rate:	$\$11.25/\text{hour} \times 18 \text{ hours} \times 3 \text{ fields} = \607.50
Kitchen Rate:	$\$3.00/\text{hour} \times 18 \text{ hours} = \54.00
NHO Rate for the Kitchen:	$\$21.00/\text{hour} \times 4 \text{ hours (Saturday)} = \$84.00;$ $\$21.00/\text{hour} \times 9 \text{ hours (Sunday)} = \189.00
Transaction Fee:	$\$2.00$ (Fees retained by ActiveNet)
3% Credit Card Fee:	$\$28.10$ (Fees retained by ActiveNet)

GENERAL FUND SUBTOTAL: \$964.60

Recreation Center Fund Fees:

Field:	$\$10.00/\text{hour} \times 18 \text{ hours} \times 3 \text{ fields} = \540.00
Kitchen:	$\$10.00/\text{hour} \times 18 \text{ hours} = \180.00
Transaction Fee:	$\$0$ (Processed as one transaction)
3% Credit Card Fee:	$\$21.60$ (Fees retained by ActiveNet)

RECREATION CENTER FUND SUBTOTAL: \$741.60

GRAND TOTAL: \$1,706.20