



MEMORANDUM

Date: January 31, 2023

To: The Honorable Chair and Members
Pima County Board of Supervisors

From: Jan Leshner 
County Administrator

Re: **Additional Information – February 7, 2023 Agenda Item #48, Natural Resources Parks and Recreation Fees**

Background

In December 2021, Natural Resources Parks and Recreation (NRPR) initiated an update to their fee schedule. Since that time, NRPR has conducted a variety of outreach in person and virtually to solicit input. NRPR has also met with individual Supervisors and their staff to receive input to incorporate into the proposal.

The fee proposal was presented to the Natural Resources Parks and Recreation Advisory Committee on four separate occasions. At its October 2022 meeting, the NRPR Advisory Committee voted 9 to 0 (one member absent) to recommend approval of the proposal to the Board of Supervisors.

The attached memorandum from NRPR Director Victor Pereira outlines some of the key aspects of the proposed fee revision. Also included is a summary of modifications made to the proposal based on input received during outreach. Provided with Mr. Pereira's memorandum is the full fee schedule showing the proposed changes.

Recommendation

I recommend that the Board of Supervisors approve the proposed fee revisions with an effective date of July 1, 2023. Funds generated from the increased fees will be placed in a separate fund to be reinvested into NRPR programs and facilities.

JKL/anc

Attachment

c: Carmine DeBonis, Jr., Deputy County Administrator for Public Works
Francisco García, MD, MPH, Deputy County Administrator & Chief Medical Officer
Steve Holmes, Deputy County Administrator
Melissa Manriquez, Clerk of the Board of Supervisors
Victor Pereira, Director, Natural Resources, Parks and Recreation

MEMORANDUM

Date: January 30, 2023

To: Jan Leshner
County Administrator

From: Victor Pereira
NRPR Director

VP

Thru: Carmine DeBonis, Jr.
Deputy County Administrator

Re: Proposed NRPR Fee Structure, 7 February 2023, BOS Agenda Item

The purpose of this memo is to provide an update on the Natural Resources, Parks and Recreation (NRPR) proposed fee structure, which is scheduled to be a BOS agenda item on February 7, 2023.

HISTORY

- December 2021, NRPR introduced a fee increase proposal at the NRPR Advisory Commission (NRPR AC) meet; all items were discussed and the NRPR AC **voted unanimously 6-0** on the new fee increase
- February 2022, County Administration provided the BOS a memo which outlined the proposed fee increase
 - o Specifically, NRPR was directed to conduct two (2) outreach efforts to receive public input, then go back to the NRPR AC with the results, then to BOS for their consideration and approval
- April 2022, the proposed fee increase was added to the NRPR AC agenda due to three (3) AC members not being present at the December 2021 meeting
- July 2022, the fee structure was amended by NRPR and once again **passed 6-2** by the NRPR AC
- October 2022, final modifications were made to the proposed fee structure, NRPR AC **voted unanimously 9-0** to approve

OUTREACH CONDUCTED

- NRPR has conducted a total of **4 outreach events** utilizing a myriad of communication platforms
- **1 formal 60-day open comment period** from **28 Feb - 30 Apr**; created dedicated email for constituent feedback. Additionally had comment sheets at all our community centers, shooting ranges and main office for personnel without computer access
- Since December 2022, NRPR Subject Matter Experts have briefed all youth and adult league representatives at the bi-annual meetings, informing them of the proposed fee increase for sports field utilization
- August 17, 2022: NRPR hosted a public outreach event which was attended by 8 community members
- August 30, 2022: NRPR hosted a public outreach event, which was attended by 8 community members

SUMMARY OF KEY CHANGES

Attachment 1 depicts the entire department fee proposal; below is a summary of key changes:

- **Aquatics:** Fee adjustment proportional to operations and maintenance
- **Campgrounds:** Includes new fees for high demand/peak season and for premium sites that have 50amp electrical hook-ups
- **Sports Fields:** Introduces a field usage fee for youth sports field utilization
- **Ramada(s):** Delineates between small and medium size ramada fees; introduces high demand/peak weekend fees; incorporates a new fee for constituents who would like to obtain a beer/wine special use permit while renting a ramada
- **South East Regional Park/shooting range:** fee adjustment proportional to operations and maintenance
- **Special Events:** fee adjustment proportional to operations and maintenance
- **Community Centers:** Introduces new fees for after school programs that incorporates a sliding scale approach for families in need

ADDITIONAL BACKGROUND

- Based on constituent, other stakeholders and BOS feedback, NRPR has made several fee adjustments and modifications to the original December 2021 proposed structure
 - o Examples include modification to the sports field utilization fee from \$4 per hour to \$2 per hour, inclusion of a sliding scale fee for families in need that utilize the community centers as well as working with County Administration to create a "Special Revenue Fund" ensuring all fee revenue generation remains in NRPR, vice being deposited into the General Fund. The Department plans to reinvest all the revenue generated from fees back into NRPR programs and facilities
- The proposed fee structure safeguards the department's ability to provide recreational services commensurate with 95% of the state of Arizona Parks and Recreation Departments who already maintain a fee structure for various amenities and services
- NRPR's proposed fees are Parks and Recreation-level fees, not current market level fees

RECOMMENDATION

- NRPR recommends delaying the fee implementation until **1 July 2023** to allow further strategic communication with Pima County constituents to ensure personnel can plan accordingly

ATTACHMENT 1

**PIMA COUNTY NATURAL RESOURCES, PARKS & RECREATION
FEE SCHEDULE**

*All Facilities subject to availability and insurance requirements.

	Current Fee	Proposed Fee
I. PROGRAMS:		
AJO RECREATION PROGRAMS		
Adult Arts & Craft-Open Workshops / per class	\$3.00	\$3.00
Adult Exercise (per six week class)	\$25.00	\$25.00
Ceramics:		
Firing per cubic inch	\$0.50	\$0.50
Clear glaze per 4 ounces	\$3.00	\$3.00
Slip per gallon	\$3.00	\$3.00
Structured Class / 2 days	\$6.00	\$6.00
Open Workshop / 1 day	\$3.00	\$3.00
Stained Glass:		
Open Workshop	\$3.00 per day	\$3.00 per day
Beginner's class (per seven weeks)	\$25.00	\$25.00
Youth ceramics	\$1.00 per class	\$1.00 per class
AQUATICS		
Life Guard Training Classes:		
First Aid/CPR/Life guarding	\$50	\$50
Water Safety Instructor	\$50	\$50
Lifeguard, Water Safety Instructor, Lifeguard Instructor, and Instructor Trainer Recertification	N/A	\$0 for current employees, \$50 or current authorized provider fee (whichever is greater) for all others
Open Swim/Lap Swim		
Child/Youth	\$1.00 per child per admission (\$0.50 per admission for those children who meet the low income standard)	\$1.00 per child per admission (\$0.50 per admission for those children who meet the low income standard)
Adult (18 – up)	\$3.00 per person per admission (\$1.50 for adults years of age and older, for adults with disabilities, and for adults who meet the low income standard)	\$3.00 per person per admission (\$1.50 for adults years of age and older, for adults with disabilities, and for adults who meet the low income standard)
24 punch pass	\$60.00 adult / \$20.00 child/youth \$30.00 adult/\$10.00 child/youth who meet the admission discount standard	\$60.00 adult / \$20.00 child/youth \$30.00 adult/\$10.00 child/youth who meet the admission discount standard
All Other Pool Uses		
Family Swim	N/A	\$1.00 per family (family unit must include at least one adult)
Aqua Aerobics, per person per day	\$4.50	\$2.00 per instructor taught class
Swim Lessons	\$20 per 8-day session	\$20 per 8-day session
Swim Team	\$20 per child per league season	\$25 per child per league season
Junior Lifeguard	\$30 per session	\$35 per session
Pool Rental – Swim Team ²	\$1.00 per lane per hour, must provide certified lifeguard and insurance, meet county health code requirements	\$1.00 per lane per hour, must provide certified lifeguard and insurance, meet county health code requirements
Pool Rental Non-Commercial ²	\$50.00 per hour (includes 2 lifeguards) plus \$45-per hour each additional lifeguard per County health code requirements	\$50.00 per hour (includes 2 lifeguards) plus \$25 per hour each additional lifeguard per County health code requirements
Pool Rental Commercial ²	\$75 per hour (includes 2 lifeguards) plus \$45 per hour each additional lifeguard per County health code requirements; insurance by renter is required	\$75 per hour (includes 2 lifeguards) plus \$25 per hour each additional lifeguard per County health code requirements; insurance by renter is required
Party Zone, per three hours (includes admission for up to 30 people)	\$50 per three hours (includes admission for up to 30 people)	\$50 per three hours (includes admission for up to 30 people)
July 4th Pool Admission	Free with a can of food for the Community Food Bank	Free with a can of food for the Community Food Bank
² Facilities subject to availability		
ENVIRONMENTAL EDUCATION AND ART AND LEISURE CLASS PROGRAM		
Special Workshop events and classes	Per person: Varies by workshop - \$2 - \$250 per workshop/class	Per person: Varies by workshop - \$2 - \$250 per workshop/class
Classes taught by contract instructor	Per Family: Varies by workshop/class - \$4 to \$750 per workshop/class	Per Family: Varies by workshop/class - \$4 to \$750 per workshop/class
Environmental Education Annual Pass	Varies by contract (\$1 to \$1,000 per class) \$50 per person per year	Varies by contract (\$1 to \$1,000 per class) \$75 per person per year
II. RENTALS:		
Overstay subject to double the base fee/hourly rate		
AMUSEMENT RIDES AND JUMPING CASTLE PERMITS		
Jumping Castles and Amusement Rides	\$25 per month per vendor	\$25 per month per vendor
CAMPGROUND SITES		
R.V. Site – with hookup	\$20 per vehicle per night	\$20 per vehicle per night
R.V. Site - premium	\$30 per vehicle per night	\$35 per vehicle per night (\$50 -\$75 during holiday and peak times)
Tent/RV Site – without hookup	\$10 per night (maximum 2 vehicles per site)	\$10 per night (maximum 2 vehicles per site)
Student Rate (organized school outing)	\$3 per student per night	\$3 per student per night
FIELDS - Sports (Tournaments that charge entry fees to participating teams, Special Event Surcharge does not apply to Field Sport Tournaments)		
Non-profit organization/Government	\$100 per day (excluding light fees)	\$100 per day (excluding light fees)
For profit organization/Private Party	\$200 per day (excluding light fees)	\$200 per day (excluding light fees)
FIELDS - Sports (fee based clinic)		
Clinic Fees	\$20 per hour per field (excluding light fees)	\$20 per hour per field (excluding light fees)
FIELDS Without Lights- Sports (per field)		
Youth Leagues (non-profit)/Government	No charge	\$2.00 per hour
Youth Leagues (profit)/Private Party	\$5 per hour	\$5 per hour
Adult Leagues (18 and up)	\$10 per hour	\$10 per hour
General public Use	\$10 per hour	\$10 per hour
Sportspark (non-profit)	\$10 per hour	\$10 per hour
Sportspark (for profit)	\$15.00 per hour	\$15.00 per hour
LIGHT FEE		
Light Fee	\$9 per hour per field*	\$9 per hour per field*
*NRPR Director authorized to increase light fee commensurate with utility electric rate increase		
Brandi Fenton Memorial Park Courts (per court, Special Event Surcharge will apply to court tournaments and fee-based events)		
Covered Basketball Court		
Non-profit organization/Government	\$20 per court per hour	\$20 per court per hour
For profit organization/Private Party	\$30 per court per hour	\$30 per court per hour
Court and Skatepark Rental (per court: all parks except Brandi Fenton Memorial Park, Special Event Surcharge will apply to tournaments and fee-based events)		
Volleyball, Basketball, Tennis		
Non-profit organization/Government	\$12 for 3 hrs.	\$5 per hour
For profit organization/Private Party	\$20 for 3 hrs.	\$7.50 per hour
Skatepark Rental - Events	N/A	\$10 per hour
RAMADA RENTAL		
Small Ramada Use Permit	\$25 per ramada per day	\$25 per ramada per day
Medium Ramada Use Permit	N/A	\$40 per ramada per day, with 3 or more tables
Ramada Holiday/Premium Fee	N/A	Additional \$20 per day per ramada. Holiday premium rates apply for the entire weekend on Easter, Memorial Day and Labor Day. Premium rates apply for the day of Mother's Day, Father's Day, 4th of July, Thanksgiving Day, Christmas Day and New Year's Day.
Beer and Wine Permit (may only be issued to individuals 21 and older in conjunction with a valid ramada rental or other park facility use permit)	N/A	\$25 per day
HORSE ARENA		
Horse Arena (Non-Profit/Youth/Government)	\$60 per day (insurance provided by renter is required)	\$70 per day (insurance provided by renter is required)
Recreational Horse Arena (For Profit/Private Party)	\$100 per day (insurance provided by renter is required)*	\$100 per day (insurance provided by renter is required)*
SHOOTING RANGE		
Archery Ranges TMP and SERP	\$25 per calendar year \$3.00 per shooter per day	\$25 per calendar year \$3.00 per shooter per day
Rifle Range (TMP) - Adult (16 and older)	\$6.00 per shooter per day	\$8.00 per shooter per day

Rifle Range (S.E. Regional Park) - Adult (16 and older) Youth 15 and under (Adult Supervision Required)	\$8.00 per shooter per day No charge (Archery and Rifle Ranges)	\$10.00 per shooter per day No charge (Archery and Rifle Ranges)
Discount Card Rifle and Pistol Ranges	TMP / SERP	
10 punch card	\$54 / \$72 (10% discount)	\$72 / \$90 (10% discount)
20 punch card	\$96 / \$128 (20% discount)	\$128 / \$160 (20% discount)
30 punch card	\$126 / \$168 (30% discount)	\$168 / \$210 (30% discount)
40 punch card	\$144 / \$192 (40% discount)	\$192 / \$240 (40% discount)
50 punch card	\$150 / \$200 (50% discount)	\$200 / \$250 (50% discount)
Complimentary Pass	N/A	No charge
Incentive Program Discounts	N/A	Varies according to program designed by Communications and Range Staff, and approved by Director
Law Enforcement Agency Range Rental (includes use of one classroom during range rental hours)	\$50 per hour (includes Range Master as needed)	\$85 per hour (includes one Range Master as needed during business hours; \$25 per hour, each additional Range Master)
Non-Profit Group Range Rental (includes use of one classroom during range rental hours)	\$50 per hour (includes Range Master as needed)	\$85 per hour (includes one Range Master as needed during business hours; \$25 per hour, each additional Range Master)
For-profit Group Range Rental (includes use of one classroom during range rental hours)	\$100 per hour (includes Range Master as needed)	\$120 per hour (includes one Range Master as needed during business hours; \$25 per hour, each additional Range Master)
Reactive Target Action Range	N/A	\$10 per hour per lane, max 4 persons per lane
Simulator Rental	N/A	\$5 - \$100 per hour, (\$25 per hour for instructor/operator)

Clay Target Center		
25-target Round	\$8.00 per 25 target round	\$8.00 per 25 target round
Discount Multi-Use Pass: Twenty 25-target Rounds	\$140.00 per 20 round pass	\$140.00 per 20 round pass
Volunteer 25-target Round	\$3.00	\$3.00
Youth / Student 25-target Round	N/A	\$5.00 per round for Youth under 16, and for Students under 25 while participating in organized educational activities
Sundry Items - All Ranges		
Water, per bottle	\$0.50 each	\$0.50 each
Safety glasses - regular, each	\$2.00 each	\$2.00 each
Safety sunglasses, each	N/A	\$4.00 each
Ear plugs, per pair	\$1.00 each	\$1.00 each
Bulleseye and Sight in targets, each	\$0.25 each	\$0.25 each
Large silhouette targets, each	\$0.50 each	\$0.50 each
Hit and See targets, each	\$1.00 each	\$1.00 each
Chamber flags, each	\$1.00 each	\$1.00 each
Ear muff rental, per person, per use	\$1.00 each	\$1.00 each
Safety Glasses - rental, per person, per use	\$1.00 each	\$1.00 each
Sight-in Rest rental, per use	\$3.00 each	\$3.00 each
Spotting Scope rental, per use	\$3.00 each	\$3.00 each
Chronograph rental, per hour	\$10.00 each	\$10.00 each
Shell Pouch rental, per use	\$1.00 each	\$1.00 each
Sundry Items	N/A	\$0.25 to \$25/each, commensurate with local market prices

ROOM RENTALS		
Small to Large Room Rental*	\$10 to \$100 per hour	\$10 to \$100 per hour
*An additional \$25 per hour will be charged if a staff monitor is required.		
Cleaning Charge	N/A	\$50 per hour
Lost Key Charge	N/A	\$100 per key

SNACK BARS, CONCESSION STANDS, ETC.		
Snack Bar excluding Sportsark Concession Stand	\$35 per month (1 month minimum rental fee required)	\$35 per month (1 month minimum rental fee required)

III. SPECIAL EVENTS:

RILLITO RACE TRACK		
Grandstand (lower level)		
Non-profit/Government	\$350 per day	\$450 per day
For-Profit/Private Party	\$550 per day	\$550 per day
Clubhouse (upper level)		
Non-profit/Government	\$450 per day	\$450 per day
For-Profit/Private Party	\$550 per day	\$550 per day
Parking Lot		
Non-profit/Government	\$400 per day	\$450 per day
For-Profit/Private Party	\$550 per day	\$550 per day
(Excluding events that do not charge a parking fee or donation, i.e. circus, mobile home show, etc.)		
Horse Stalls		
Non-profit/Government	\$5.00 per stall per day	\$5.00 per stall per day
For-Profit/Private Party	\$7.50 per stall per day	\$7.50 per stall per day
Infield (East Side, or West Side)		
Non-profit/Government	\$550 per day	\$700 per day
For-Profit/Private Party	\$1,000 per day	\$1,000 per day
Set Up/Tear Down Fee	\$350 per day	\$350 per day
Infield (West Side)		
Non-profit/Government	\$550 per day	\$700 per day
For-Profit/Private Party	\$1,000 per day	\$1,000 per day
Set Up/Tear Down Fee	\$350 per day	\$350 per day
Entire racetrack facility (for non-horse racing events excluding Pavilions and First Avenue Fields)		
Non-profit/Government	\$1,750 per day	\$1,750 per day
For-Profit/Private Party	\$2,500 per day	\$2,500 per day
Use of track surface for Walking or Running Events		
Non-profit/Government	N/A	\$350 per day, plus surcharge
For-Profit/Private Party	N/A	\$500 per day, plus surcharge
Pavilions		
Non-profit/Government	\$75 per pavilion per day	\$75 per pavilion per day
For-Profit/Private Party	\$100 per pavilion per day	\$100 per pavilion per day
*Facilities subject to availability		

Special Events - Fields (Non-sports)		
Brandi Fenton Memorial Park		
Brandi Fenton Park Special Event Area (Non-Profit/Government)	\$100 per day (Up to 150 people) \$300 per day (Greater than 150 people) \$200 per day (Up to 150 people)	\$120 per day (Up to 150 people) \$300 per day (Greater than 150 people) \$200 per day (Up to 150 people)
Brandi Fenton Park Special Event Area (For-Profit/Private Party)	\$500 per day (Greater than 150 people)	\$500 per day (Greater than 150 people)
Brandi Fenton Park Special Event Area (Set up/tear down fee)	1/2 of fee charged above	1/2 of fee charged above
Brandi Fenton Hay Barn/Ramada 6	N/A	\$100 per day
Brandi Fenton Ramada 8	N/A	\$50 per day
All Parks		
Ball Field Rental for Special Events (Non-Profit/Government)	\$400 per field/ per day	\$400 per field/ per day (excluding light fees)
Ball Field Rental for Special Events (For Profit/Private Party)	\$700 per field/ per day	\$700 per field/ per day (excluding light fees)
Sportsark		
Parking Lot (Paved or Dirt)		
Non-profit/Government	\$400 per day	\$400 per day
For-Profit/Private Party	\$550 per day	\$550 per day

Entrance Fee	\$2 per person per day*	\$2 per person per day*
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*Tournaments allowed to charge additional fee

Agua Caliente Park Special Event Areas (\$25 application fee and other charges may apply)

Picnic Area 1	N/A	\$75 per day
Entry Turf	N/A	\$125 per day
Island	N/A	\$125 - \$525 per hour, depending on group size and amenities
Ranch House Courtyard	N/A	\$125 per day
Picnic Area 2	N/A	\$75 per day
Picnic Area 3	N/A	\$75 per day

Special Use Permit Application Fee	\$25 per application	\$25 per application
Special Use Permit Rush Fee (Less than 72 hours notice)	N/A	\$50 per application

SPECIAL EVENT SURCHARGE

<u>Ticket Surcharge</u> for ticketed events in County Parks Non-profit/Government	\$1 surcharge per ticket sold for concerts or special events requiring a fee, ticket, or donation	\$1 surcharge per ticket sold for concerts or special events requiring a fee, ticket, or donation
For-Profit/Private Party	\$2 surcharge per ticket sold for concerts or special events requiring a fee, ticket, or donation	\$2 surcharge per ticket sold for concerts or special events requiring a fee, ticket, or donation

IV. FAIRS:

ARTS & CRAFTS AND ANTIQUE FAIRS

Antique, Arts & Crafts, and all other Fairs	\$35 per vendor booth per day (includes food vendors)	\$35 per vendor per day
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V. SUBMITTAL FEES

SUBMITTAL FEES

Recreation Area Plan	\$200	\$200
Each Submittal Thereafter	\$50	\$50

*Fee pays for submittal and review of subdivision plans to ensure compliance with Ordinance 2003-16.

VI. ONLINE RESERVATION FEES

3rd Party Convenience fees	Paid by customer	Paid by customer
Refund Fee	\$10.00	\$10.00
Transfer Fee	\$5.00	\$5.00

VII. COMMUNITY CENTER PROGRAMS

Congregate Meals Program	Sliding Scale \$0-\$3	Sliding Scale \$0-\$3
Community Center After School Program	free	\$50 per month per child, \$40 per month each additional child in same family
Community Center After School Program - reduced fee for youth in reduced price school lunch or similar assistance program	free	\$30 per month per child, \$25 per month each additional child in same family
Community Center After School Program - reduced fee for youth in school free lunch or similar assistance program	free	\$15 per month per child, \$12 per month each additional child in same family
Community Center Summer Youth Program	free	\$100 per month per child, \$80 per month each additional child in same family
Community Center Summer Youth Program - reduced fee for youth in reduced price school lunch or similar assistance program	free	\$60 per month per child, \$50 per month each additional child in same family
Community Center Summer Youth Program - reduced fee for youth in school free lunch or similar assistance program	free	\$30 per month per child, \$25 per month each additional child in same family
Lil Rec'ers	free	\$10 per session
Junior Staff in Training Program for youth ages 14 to 18	free	\$35 per session
Copies/Printing	N/A	\$0.25 each/per sheet