



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: March 6, 2018

DATE: February 26, 2018
TO: Open Space and Regional Park Commission
FROM: Colleen Wallace Barnum, Parks Operations Superintendent
THROUGH: Eric Crump, Operations Division Director
SUBJECT: Review and possible recommendation to the Board of County Commissioners to approve the update to the Parks fees and Charges Schedule.

SUMMARY

This item discusses the Regional Parks and Open Space Fees and Charges Schedule (attached). The proposed Fee Schedule is based on information obtained from staff input, a comparative market analysis, facility and program use, and a review of cost recovery goals within the Fees and Charges Policy (attached). Staff recommends approval to the Fee and Charges Schedule as presented and attached.

BACKGROUND

The Fees and Charges Schedule is being proposed under guidance of the Fees and Charges Policy. The proposed Fees and Charges Schedule incorporates a modest fee increase over the majority of the fees to cover increased costs associated with our facility reservation software program. Additionally, each individual fee was analyzed with respects to usage, and reviewing the fee schedule of neighboring agencies and private entities which offer comparable facilities and programs. The last update to the Fees and Charges schedule was in 2013. The market analysis has been included with the proposed Fees and Charges Schedule (attached).

The update to the Fees and Charges Schedule will be forwarded to the Board of County Commission for possible approval as part of the Community Services Department Budget. If approved by the Board of County Commission, the Fee and Charges Policy will be effective July 1, 2018.

RECOMMENDATION

Staff recommends that the Open Space and Regional Parks Commissioners recommend approval of the Regional Parks and Open Space update to the Fees and Charges Schedule to the Board of County Commissioners.

POSSIBLE MOTION

AGENDA ITEM # _____

Should the Commission agree with staff recommendation, a possible motion would be:

“Move to recommend to the Board of County Commissioners approval of the update to the Fees and Charges Schedule.”



Washoe County Regional Parks and Open Space Department

Policies and Procedures

Title/Topic: Department Fees and Charges	Number: 1.4.1
Author: Al Rogers, Assistant Director	Effective Date: January 23, 2007
	Revision Date: February 2012
Approved by: Washoe County Board of Commissioners	Number of pages: 7
	Attachments: 1

I PURPOSE

Washoe County Regional Parks and Open Space Department is committed to providing its residents with a range of parks and recreation opportunities to improve health and quality of life. People of all ages and abilities can access a variety of physical and non-physical programs and activities at the County's numerous indoor and outdoor facilities. An essential purpose of the Fees and Charges Policy is to provide a distinction between different types of activity as related to the principles of funding and subsidization. The Guiding Principles outlined in this document and approved by the Board of County Commissioners are the foundation for establishing a fair, objective and equitable means to distinguish between activities and clients when setting user fees. It is the intent that the Regional Parks and Open Space Fees and Charges Policy be adopted as a permanent policy subject to review at a minimum every three years. The Department of Regional Parks and Open Space maintains a yearly fee schedule for all its programs, services and facilities.

II POLICY

Washoe County Regional Parks and Open Space Fees and Charges Policy is intended as a general mechanism for effectively allocating public funds for parks and recreational services and facilities. It will help provide a consistent approach to setting user fees and to ensure a reasonable and equitable proportion of the costs to deliver programs and services are recovered through user fees. This document clearly outlines the guiding principles, relates the principles to recreation programs, facilities, and clients. The Policy recommends that the Department will set reasonable targets for the recovery of direct and indirect costs for specified services through its user fees. It also recommends that these targets be reviewed annually.

III PROCEDURES

Definitions:

A. *Fees and Services*

Admission Fee: charges to enter a building or area of a building or other recreation attraction such as a pool/water park enclosure.

Department: the Washoe County Regional Parks and Open Space Department

Equipment Fee: charges for supplying additional, specialized equipment not usually considered being included with admission, facility use or other fees.

Green Fee: charges for playing an individual round of golf (nine or eighteen holes) on a single day.

Priority Service: all registration for programs and reservation of facilities will be offered on a first-come, first-serve basis. Registrations and reservations are not considered complete until all fees and deposits are paid

Facility Use Fee: charges for the exclusive, reserved use of a facility, or portion of a facility.

Reservation Fee: charges for the privilege of saving or reserving a specific date at a park facility.

Service: any program, class, event, activity, sale or reservation opportunity, maintained facility, whether a charge is associated with it or not.

Special Services Fee: charges for extraordinary or non-typical use of facilities or programs such as photo location fees, special event fees, security, or extraordinary hours.

Special Use Facility: any non-traditional park facility built for specific uses/purposes such as horse arenas, amphitheatres, or campgrounds.

Subsidy/Financial Aide: a value by which the user fee, admission or facility use fee is reduced to the user and recovered by other means such as private donations, grants, sponsorships or reductions to projected revenues.

Tournament Fee: charges for the exclusive, reserved use of the golf course and athletics and its facilities as designated.

User Fee: charges for participation in recreational programs, special events, athletic activities, instructional classes or for individual use of athletic fields and/or athletic complexes by leagues.

B. User Groups:

Youth: A youth is defined as 17 years or younger for most services.

Adult: An adult is defined as 18 years or older for most services.

Senior: A senior is defined as age 62 and older for most services

C. Cost/Sponsor:

Direct Costs: Those costs that can be directly and exclusively attributed or assigned to a specific program.

Indirect Costs: Those costs that can be attributed to more than one program or service such as administrative staff, insurance, and capital costs shared between varieties of programs.

County Sponsored: Services that are organized promoted and conducted exclusively by the Department and are the responsibility of the Department.

County Co-Sponsored: Services that are organized promoted and conducted partly by Department staff and partly by another County Department, outside agency, private organization or business or individual(s) and are the responsibility of both parties as defined in a contract, agreement or memorandum of understanding.

County Facilitated: Services that are organized promoted and conducted by another County Department, outside agency, private organization or business or individual(s) with limited or defined assistance from County staff. These services are the responsibility of the outside group.

D. Service Levels

Level I (Basic Service): These services generally represent a minimal level of maintenance and leisure opportunity. Many of these services are offered free of charge to the public, but not in all cases. The cost recovery for Level I ranges from 0% - 9%.

Examples of Level I Services

Regional/Neighborhood Parks, Playgrounds, Restrooms
Tennis Courts
Basketball Courts
Trails
Individual Picnic/Grill Areas
Outdoor Interpretive Programs

Level II: These services generally represent basic services plus additional, traditional type public leisure services. There is generally a considerable increase in required staff, planning and supervision. Services generally benefit the specific participant and the community due to educational, cultural or physical value. These services do not include specialized or intensive programming or facilities development. A minimum portion of direct cost should be recovered but these programs will be subsidized to a greater extent. The cost recovery for Level II ranges from 10% - 49%.

Examples of Level II Services

Reserved Picnic/Turf Areas
Reserved Facilities – Meeting/Educational/Social Functions
Public Swimming
Campgrounds

Level III: These services generally represent basic services plus additional traditional type public services and extraordinary services such as highly specialized instruction or activities, large- scale special events or an extraordinary number of recreational choices. There is a considerable increase in required staff, planning and supervision. These services will include specialized or intensive programming and facilities development. All of direct costs and a portion of indirect costs should be recovered. The cost recovery for Level III ranges from 50% - 100%.

Examples of Level III Services

Athletic Fields
Youth Camps
Youth Recreation, Sports and Educational Programs
May Center- Museum, Great Basin Adventure, Arboretum
Special Events

Level IV: These services are generally beyond the scope of traditional public leisure services. They are more specialized and the benefits are enjoyed by the direct participant rather than the broader community. All of the direct costs and indirect costs should be recovered. The cost recovery for Level IV is at a minimum 100%.

Examples of Level IV Services

Adult & Senior Recreation, Sports and Educational Programs
Equipment Rental
Specific Exhibits
Regional Shooting Facility

E. Fund Policies

Enterprise Fund: This fund accounts for operations that are financed and operated in a manner similar to private business enterprises. The intent is that costs of providing goods and services to the general public on a continuing basis be financed or recovered primarily through determination of revenues earned, expenses incurred, and/or net income as appropriate for capital maintenance, public policy, management control, accountability, or other purposes. The County golf courses operate under an Enterprise Fund and it is a goal of the Department to charge fees equivalent to the annual operating expenditures at a minimum.

Special Revenue Fund: This fund accounts for the proceeds of specific revenue sources (excluding special assessments and capital projects) that are legally restricted to expenditure for specified purposes. The Wilbur May Center at Rancho San Rafael Park operates under a Special Revenue Fund and it is a goal of the Department to charge fees equivalent to the total annual operating expenditures after grants and donations. The fund is currently supported by a General Fund subsidy.

V RESPONSIBILITIES

Policy Guidelines

It is the Policy of Washoe County that all user fees for recreation programs, services and facilities be set in accordance with the principles and fee categories, as well as the following guidelines:

1. The Department will provide Level I (basic parks and recreation services) at little or no charge in order to protect and conserve natural and historical properties and to promote the physical and mental well being of its citizens.
2. The Department will set reasonable targets to recover part of direct costs for Level II services through the collection of user fees. These targets will be reviewed annually with due consideration to the operating budget impact.
3. The Department will set reasonable targets for the recovery of direct costs and a portion of indirect costs for Level III services through the collection of user fees. These targets will be reviewed annually with due consideration to the operating budget impact.
4. The Department will set reasonable targets for the recovery of direct costs and all indirect costs for Level IV services through the collection of user fees. These targets will be reviewed annually with due consideration to the operating budget impact.

5. The Department will not charge fees for any program or facility where the cost to collect fees or the inconvenience to the public to pay fees exceeds the value of the revenue collected.
6. The Department will encourage community-meeting use of facilities by various groups by offering multi-use and annual rate discounts based on objective and uniformly applied criteria.
7. The fees and charges of all recreation programs, services and facilities will be reviewed annually and adjusted to accommodate the changes in operating and maintenance costs and the applicable market place.
8. It is intended that a range of recreational services be available to all residents and that no Washoe County resident shall be excluded from participating in parks and recreational activities, services or programs because of an inability to pay. The Department will establish a formalized low-income subsidy policy utilizing objective criteria to make all such services, programs and facilities available to all Washoe County residents to the greatest extent possible.
9. It is the intent of the Department to reduce the categories of activities that Washoe County subsidizes, such as for-profit sports tournaments and special events.
10. The Washoe County Manager has the authority to waive, reduce fees and alter fees for services for promotional purposes and to establish fees for short-term programs or exhibits on an as required basis.
11. It is the intent of the Department to ensure that fees remain competitive with other parks and recreation service providers in the region. However, it is not the intention of the Department to purposely undercut other service providers.
12. It is the intent of the Department to ensure that fees remain competitive with other golf courses and to that end, the Director or his/her designee has the authority to modify approved fees during times when demand has dropped or changes in area golf course fees necessitate a change to remain competitive in the market and maximize utilization of the golf course.
13. The Department will continue to investigate potential new sources of revenue (e.g. grants, sponsorships and new programs) and support appropriate funding efforts of groups and organizations to help offset the costs to the County in providing services and operating facilities.

Government Use Rate

1. The County will provide a 100% rate reduction for reciprocating governmental and quasi-governmental agencies at a comparable rate for the use of park facilities for public meetings and/or employee training/workshops. The reduction will be given to the following governmental and quasi-governmental groups:

- | | |
|---------------------------------------|------------------------------------|
| a. Washoe County | g. General Improvement Districts |
| b. City of Reno | h. Fire Protection Districts |
| c. City of Sparks | i. State of Nevada |
| d. Washoe County School District | j. Tahoe Regional Planning Agency |
| e. University of Nevada Reno | k. Regional Planning Agency |
| f. Truckee Meadows Community College | l. Truckee Meadows Water Authority |
| g. Regional Transportation Commission | |

The reduced rate will be honored as long as no other individual or group requests the same facility and time as the governmental group. If there is a request for the same facility and time, the governmental group can retain the reservation by paying the full applicable facility use fee. Otherwise, every effort will be made to relocate the governmental group to another available County owned facility for their activity at no charge. The Government Use Rate does not apply to individual and group social events such as retirement, birthday and agency celebrations. For government use of buildings past 5:00 p.m., the agency will be responsible for obtaining security services through the County's contracted security vendor. The 100% rate reduction does not apply to the use of the Regional Shooting Facility except for Washoe County Departments.

2. The County will provide a 50% rate reduction for the use of Camp WeChMe and the Robert Z. Hawkins Amphitheatre by the Washoe County School District for District sponsored programs. If there is a request for Camp WeChMe for the same date and time, Washoe County School District can retain the reservation by paying the full applicable facility use fee. The Government Use Rate does not apply to individual and group social events for the District such as retirement, birthday and agency celebrations.
3. The County reserves the right to not honor the Governmental Use Rate for any governmental or quasi-governmental agency who does not reciprocate a reduced fee for similar facilities that may benefit the citizens of Washoe County.

Deposits/Refunds

1. All cleaning/security deposits will be collected prior to a facility use to ensure that the facility is restored to its original condition in accordance with the annual fee schedule. Facilities will be inspected and written records maintained stipulating the condition the facility was left in. The inspecting party will indicate the amount of the deposit to be returned after the event. Security deposits will be returned within three (3) weeks from the final day of the event.
2. The Department will process facility deposit refunds to customers in an efficient and timely manner, and in accordance with the Facility Reservation Policy. If a patron cancels a reservation or changes the date or location, a cancellation fee per the fees and charges schedule will be withheld. If the Department cancels a reservation, a full refund will automatically be processed unless the cancellation results from a breach of the rules established by the Department. Extenuating circumstances such as a medical emergency, death or moving out of the area, may warrant an exception to the policy. Refunds for facility reservations must be requested 90 days prior to the event. A full refund will be issued less a cancellation fee. Requests less than 90 days but at least 30 days prior to the event will be refunded 50% of the facility use fee or the amount of the cancellation fee, whichever is greater. Less than 30 days notice, the customer forfeits 100% of the facility use fee. Cleaning/security deposits will be completely refunded for cancelled events. Agencies using facilities at no charge will be subject to the cancellation fee if the written cancellation is not received at least 24 hours prior to the start of the reservation.
3. The Department will process program and activity refunds to customers in an efficient and timely manner. Criteria will determine whether a refund is warranted. If the Department cancels a program, full refunds will automatically be processed. A cancellation fee, per the fees and charges schedule, will be withheld from all refunds unless the Department cancels a program. For continuous programs, if the criteria are met, a credit can be transferred without a cancellation fee charged. Extenuating circumstances such as a medical emergency, death or

moving out of the area, may warrant an exception to the policy. Customers will receive a “not approved” response in 1 – 2 weeks and/ or their refund check within 4 – 6 weeks.

a. Criteria:

Recreation Classes (more than one class meeting): Refunds must be requested before the first class meeting. No refund is issued for class materials. Some classes may require more advance notice as listed in printed announcements, registration forms or the class receipt.

One Time Programs (one meeting only): Refunds must be requested one week prior to the program date. Some programs may require more advance notice as listed in printed announcements, registration forms or the class receipt.

Golf: No refunds once the player has begun play. If a customer pays for 18 holes but only plays nine holes, a refund is given if a nine-hole rate is currently offered or twilight rates are at that time. Refunds for tournament deposits must be requested 30 days in advance of the event. Less than 30 days notice, the customer forfeits the deposit.

Annual Passes and Multi-Play Punch Passes

1. The golfing season shall run from January 1 year through December 31 of the same year and any credit/refund will be calculated using said dates.
2. For an individual who has purchased an Annual Golf Pass and sustains a season-ending injury and/or illness, a pro-rated credit may be applied to the following year’s Annual Golf Pass under the conditions that substantiating documentation is furnished from a qualifying physician.
3. Medical credits shall be calculated in the following manner:
 - (Part 1) Division of the annual fee payment into equal monthly payments with credit determined by multiplying this amount by the number of months missed due to injury and/or illness beginning with the month after the last round of golf was played.
 - (Part 2) A calculation of the number of rounds played by the individual requesting medical credit figured at Daily Privilege Card Rates.
 - (Part 3) A comparison of Parts 1 and 2 listed above will provide two figures. The greater of these two figures shall be subtracted from the current annual fee paid by said individual with the remaining balance to be issued as the medical credit towards the following year’s Annual Golf Pass.
4. In the event of a death or golf career ending injury/illness of a resident who has paid the annual golf fee, a refund shall be issued on a pro-rated basis using the same formulas listed above upon request of the family member.
5. In the event that a golfer sustaining a career ending injury/illness is able to return to active status the refund policy for said golfer shall be reviewed.
6. In the event the golfer does not purchase an Annual Golf Pass the following golf year, the medical credit will not be refunded.
7. There will be no refunds or credits for Multi-Play Punch Passes, either 10 or 25 count.

Conclusion

The fees and charges policy is designed to promote access to and enjoyment of all of the County’s parks and recreation services. This is achieved by recognizing those facilities, services and programs for which the private market is not likely to provide an appropriate level of service at affordable costs and recognizing the role of the County in providing access at reasonable costs. As such, the fees and charges policy establishes those services that should be subject to higher levels of subsidization, consistent with the mandate of the Washoe County to provide parks and recreation services with costs borne from the tax base.

In meeting the challenge of allocating tax dollars effectively, the intent of the policy is to direct where subsidy should be most appropriately applied. This essential mandate requires that user fees and charges are set according to the principles of this policy.

VI ATTACHMENTS

2012 Regional Parks and Open Space Fee Schedule

BCC approved 5/13/14	CURRENT FEES	PROPOSED FEES	Market analysis	Notes
		effective 7/1/18		
1. PICNIC/PARTY PAVILIONS FACILITY USE FEES				
A. Large Picnic Pavilion Fees - Bartley (Flying B), Bowers Mansion (Washoe or Comstock), Lazy 5 (Sugarloaf), and Rancho San Rafael (Peavine)				
1. Groups of 1 to 100 people	\$160.00/day	\$170.00	\$210/day to \$207/hour	
2. Groups of 101 to 499 people	\$60.00/day PLUS \$1.00/person over 100	\$170.00		
3. Groups of 500+ people	\$100.00/day PLUS \$.50/person over 500	\$170.00		
B. Medium Picnic Pavilion Fees - Bartley Ranch (Plaza & Last Chance) Davis Creek Park (Lakeview), Galena Creek Park (Bearmat, Manzanita or Mistletoe) Hidden Valley Park (Vista), Lazy 5 (Sunrise or Sunset), North Valley (Sierra or Patio), Rancho San Rafael (Pagoda or GBA Amphitheater), and So. Valleys (Mt. Rose or Steamboat)				
1. Groups of 1 to 100 people	\$130.00/day	\$140.00	\$100-\$355	
2. Groups of 101 to 300 people	\$30.00 PLUS \$1.00/person over 100	\$140.00		
C. Small Picnic Pavilion Fees - Bartley (Huffaker), North Valleys (Dry Creek) & Rancho San Rafael (Highland or GBA Pavilion)				
1. Groups up to 50 people	\$80.00/day	\$90.00	\$95-\$155	
D. Group Picnic Cleaning/Security Deposit (Refundable)				
1. Small and Medium Pavilions	\$100.00/day			Remove fee
2. All Pavilions (REMOVE Large Pavilions)	\$150.00/day	\$150/day		Change wording
3. 2,500 + people (change to 500+)	\$250.00/day	\$250/day		Change wording
2. BUILDING & GARDEN FACILITY USE FEES				
A. Group A (North Valleys-Grand Room, Lazy 5-Cottonwood, & Bartley-W.H.I.C., Ranch House)				
a. Facility Use Fee (2 hour minimum)	\$75.00/hour	\$90/hour	\$80-\$185	Add Ranch House
b. Cleaning/Security Deposit (Refundable)	\$500.00	\$500.00		
c. Kitchen Fee (Ranch House only)		\$100/day		
B. Group B (Bartley-Historic Huffaker School & Bartley-Brick House)				
a. Facility Use Fee (2 hour minimum)	\$50.00/hour	\$60/hour	\$15-\$75 (classrooms)	
b. Cleaning/Security Deposit (Refundable)	\$500.00	\$500.00		
C. Group C (Westbrook-Grand Room, Lemmon Valley-Joe Mitchell,- (REMOVE) Cold Springs-Grand Room)				
a. Facility Use Fee (2 hour minimum)	\$30.00/hour	\$35/hour	\$15-\$75 (classrooms)	Remove Lemmon Valley/Joe Mitchell Center
b. Cleaning/Security Deposit (Refundable)	\$500.00	\$500.00		
D. Bartley Ranch - Robert Z. Hawkins Amphitheater (6 hour minimum)				
Events requiring ticketing, special lighting and sound system will incur additional charges				
a. Facility Use Fee	\$225.00/hour	\$240/hour		
b. Non-performance Facility Use Fee (applicable after 6 hour minimum reservation)	\$100/hr	\$120/hour		
c. Cleaning/Security Deposit (Refundable)	\$500.00	\$500.00		
E. Wilbur D. May Museum (2 hour minimum)				
1. Facility Use Fee				
a. The Garden Court	\$150.00/hour	\$175/hour	\$80-\$185	

b. Double Diamond or David's Discovery Hall (available M-F 8-5 independently or regular facility hours in conjunction with Garden Court)	\$75.00/hour	\$75/hour		
c. Kitchen (must reserve facility for use)	\$100.00/day	\$100/day		
2. Cleaning/Security Deposit (Refundable)	\$500.00	\$500.00		
F. Rancho San Rafael - Ranch House (2 hour minimum)				
1. Facility Use Fee - First Floor Rooms & Bar courtyard and east lawn (Kitchen not included)	\$75.00/hour			Move to Group A
2. Kitchen (must reserve facility for use)	\$100.00/day			Move to Group A
3. First and Second Floors (Kitchen not included) - REMOVE	\$100.00/hour			Move to Group A
4. Cleaning/Security Deposit (Refundable)	\$500.00			Move to Group A
G. Wilbur D. May Arboretum Gardens Use Fees (3 hour minimum)				
a. Group A (Honey's Garden)	\$275/hour	\$300/hour		
b. Group B (Burke's, Plaza & Lear)	\$175/hour	\$200/hour		
c. Group C (Kristen's, Evans Creek Bridge & Columbus)	\$50/hour	\$60/hour		
d. Cleaning/Security Deposit (Refundable)	\$250.00	\$250.00		
H. Galena Creek Regional Park				
a. Camp WeChMe Lodge and Grounds				
1. Weekday Overnight Lodge Use Monday through Friday (Building, kitchen, top floor bunk rooms (6) and exterior grounds): (maximum of 94 people)	\$525 minimum charge	\$725.00		Includes fees for kitchen and one bunk room
a. Youth (3-17) REMOVE	\$10/night/person			Remove Fee
b. Adults REMOVE	\$15/night/person			Remove Fee
c. Kitchen (must reserve facility for use) REMOVE	\$100/day			Remove Fee
a. Per Room Additional Fee		\$50.00		New Fee
b. Cleaning/Security Deposit - refundable	\$500.00	\$500.00		
2. Weekend Overnight Lodge Use Friday night and Saturday night (Building, kitchen, one bunk room and exterior grounds) - maximum of 94 people	\$1,000 minimum charge	\$1,350.00		includes fees for kitchen and one bunk room
a. Per Room Additional Fee	\$50.00	\$50/room		
b. Kitchen (must reserve facility for use) REMOVE	\$100/day			Remove Fee
c. Cleaning/Security Deposit - refundable	\$500.00	\$500.00		
3. Single Day Use - Limited Lodge and Exterior Grounds (Includes Grand Room and bathrooms)				
a. Weekday Two hour minimum	\$110.00/hour	\$120.00		
b. Weekend Two hour minimum (Saturday and Sunday)	150/hour	\$160.00		
c. Kitchen	\$100/event	\$100/event		
d. Cleaning/security deposit (refundable)	\$500.00	\$500.00		
4. Single Day Use - Exterior Grounds and bathrooms only (Excludes Grand Room)				Remove Fee
a. Two hour minimum	\$60.00/hour			Remove Fee
b. Cleaning/security deposit (refundable)	\$500.00			Remove Fee
b. Fish Hatchery Building (2-hour minimum)	\$125/hour	\$150.00	\$80-185	
a. Cleaning/security deposit (refundable)		\$500.00		
J. FACILITY AFTER HOURS FEE				
				New Fee
1. Reservations past 5pm (4pm at the May Museum)		\$25/hour	\$32/hour	New Fee
3. HORSE ARENA FACILITY USE FEE				
1. Hidden Valley, Lemmon Valley, Golden Valley & Bartley Ranch Parks	\$100.00/day	\$110/day		

2. Cleaning/Security Deposit (Refundable)	\$250.00	\$250.00		
4. PASTURE USE FEE				Remove Fee
1. Rancho San Rafael pastures (fee for special events only) REMOVE	\$150.00/each/day			
5. BOWERS MANSION				
1. Admission Fees (Tours)				
a. Adult	\$8.00/person	\$9/person	\$10	
b. Youth (3-17) & Seniors (62+)	\$5.00/person	\$6/person	free	
2. Group (reservations required, minimum 15)				
a. Adult	\$6.00/person	\$7/person		
b. Youth (3-17) & Seniors (62+)	\$3.50/person	\$5/person		
6. DAVIS CREEK PARK CAMPGROUND				
1. Individual Campsites (1 - 7 people)				
a. Campsite Fee	\$20.00/night, year round	\$25/night	\$15-\$40	
b. Extra Vehicles	\$5.00/night per vehicle	\$5/night per vehicle		
c. Pets	\$1.00/night per pet	\$1/night per pet		
2. Group Campsites - 100 people maximum				
a. R. V. Area	\$125.00/night	\$150/night	\$97-\$201	
b. Tent Area	\$100.00/night	\$120/night	\$113-\$143	
c. Cleaning/Security Deposit (Refundable)	\$100.00			
3. Miscellaneous Fees				
a. Firewood (bundle)	\$6.00	\$6.00		
b. Dump station usage	\$5.00	\$5.00		
c. Shower usage (coin operated)	\$1.00	\$1.00		
7. WILBUR D. MAY MUSEUM				
1. Individuals				
a. Adults	\$5.00/person	\$6/person	\$8-\$12	
b. Youth (3-17) & Seniors (62+)	\$3.50/person	\$4/person	free -\$10	
2. Group (minimum 15 people)				
a. Adults	\$4.00/person	\$5/person		
b. Youth (3-17) & Seniors (62+)	\$2.50/person	\$3/person		
3. Exhibits	Up to \$10.00/person	Up to \$10/person		
8. REGIONAL SHOOTING FACILITY				
1. Public Shooters - Individuals				
a. Adults	\$8.00/day	\$9/day	\$5-\$17/day	
b. Youth & Seniors	\$5.00/day	\$5/day	kids free-\$5/day	
2. Annual Passes (Public Range Only. 12 months from day of purchase)				
a. Adults	\$140.00	\$150.00		
b. Youth (3-17) & Seniors (62+)	\$100.00	\$110.00		
3. Concession Rentals & Sales				
a. Items to rent/sale	up to \$10.00/item	up to \$10/item		
4. Group Reservations	\$4/shooter (minimum 10) per range	\$5/shooter	\$150-\$300/day + classroom	

5. Classroom	\$15.00/hour	\$20/hour		
9. SWIMMING POOLS				
1. Daily Admission:				
a. Adults	\$5.00	\$5.00	\$5	
b. Youth & Seniors	\$4.00	\$4.00	\$4	
2. 5 Punch Pass				
a. Adults	\$20.00	\$22.00		
b. Youth & Seniors	\$15.00	\$18.00		
3. 10 Punch Pass				
a. Adults	\$40.00	\$43.00		
b. Youth & Seniors	\$30.00	\$34.00		
4. Swim Lessons				
a. Group Lessons	\$40-\$75	\$50.00		
b. Lifeguarding		\$100.00		New Fee
c. Water Safety Instructor		\$150.00		New Fee
5. Pool Facility Use Fees (2 hours)	\$140.00	\$150.00	\$75-\$100/hour	
extra lifeguard(75+, per 25 guests)	\$25.00	\$25.00	\$20	
10. Melio Gaspari WATER PLAY PARK				
1. Daily Admission	\$3.00	\$3.00		
2. 5 Punch Pass	\$13.50	\$14.00		
3. 10 Punch Pass	\$24.00	\$26.00		
4. Water Play Park Party Shelter Area - (2 1/2 hour time frame plus individual per person admission fee)	\$65.00	\$70.00		
10. North Valleys WATER PLAY PARK				
1. Daily Admission	\$3.00	\$4.00		New Fee (broken out from Melio)
2. 5 Punch Pass	\$13.50	\$18.00		
3. 10 Punch Pass	\$24.00	\$34.00		
4. Water Play Park Party Shelter Area - (2 1/2 hour time frame plus individual per person admission fee)	\$65.00	\$70.00		
11. RECREATION/INTERPRETIVE CLASSES, PROGRAMS & SPECIAL EVENTS				
1. Recreation/Interpretive Programs/Events	up to \$10	up to \$50		incorporates Kids Triathlon
12. ATHLETIC FIELD USER FEE				
1. Youth per season (3-17) Change to Field User Fee	\$20.00/person	\$20/person	\$14.50-\$25.50/person	change to field user fee
2. Adult per season (REMOVE)	\$20.00/person	\$20.00		remove
3. Athletic Field Facility Use Fee (Standard or Youth) - for athletic events				
a. Hourly Field Facility Use Fee (up to 8 hours per field)	\$30.00/hour	\$35/hour		
b. Daily Field Facility Use Fee (8 or more hours)	\$150.00/day	\$160/day		
4. Field Facility Use Fee - Special Events - Non-athletic				
5. Light Use Fee (per field)	\$15.00/hour	\$18/hour	\$35-\$45/hour	

6. Security/Damage/Cleaning Deposit	\$500.00	\$500.00		
13. PHOTOGRAPHY PERMIT FEE				
1. Class 1 Professional Photography Fee (1-25)	\$25.00/event	\$30/event		
2. Class 2 Large Group (26-100)	\$100.00/event	\$110/event		
3. Class 3* Commercial Productions (TV, Ads, Movies, Documentary)	\$200 - \$10,000/event	\$200-\$10,000/event		
4. Class 4 Annual Permit (Applies to class 1 only - expires 1 year from purchase date)	\$150.00	\$160.00		
*Negotiable depending on size and impact				
14. SPECIAL ACTIVITY FEE				
1. Run, Charity Walk, Mountain Bike Race, or similar activities	\$150.00 PLUS \$1/person over 100	\$200 PLUS \$1/person over 100	\$540-\$675/day plus staff & city services	
2. Annual Permit/Outdoor Fitness/Bootcamp add classes, training or similar activities (calendar year)	\$400/per park	\$500/park		
3. Cleaning/Security Deposit (Refundable)				
a. 1 to 50 people REMOVE	\$0.00			Remove Fee
b. 51 to 499 people (1-500)	\$100.00/day			
c. 500 to 2,499 people REMOVE	\$150.00/day			Remove Fee
d. 2,500 + people CHANGE TO 500+	\$250.00/day			
15. MISCELLANEOUS FEES				
1. Firewood (salvage)	Up to \$100.00/cord			
2. Commercial Rafting	\$1/person per entry or exit			
3. Administrative Fee	\$30.00 minimum charge	\$35.00		
4. Easement Application Fee	\$100.00			
5. Park Printed Documents (Master Plans, Green Book, Rancho San Rafael Implementation Plan etc.)	Cost of reprinting rounded to nearest \$			
6. Building, Garden, Picnic , Horse Arena & Field Multi-use Discount (up to 50%)				Remove Garden, Picnic, and Field
3rd Facility Use	5%			Remove Fee
4th Facility Use	10%			Remove Fee
5th Facility Use	15%			Remove Fee
6th Facility Use	20%			Remove Fee
7th Facility Use	25%			Remove Fee
8th Facility Use	30%			Remove Fee
9th Facility Use	35%			Remove Fee
10th Facility Use	40%			Remove Fee
11th Facility Use	45%			Remove Fee
12th Facility Use	50%			Remove Fee
First 5 full price; 6-9 25% discount; 10+ 50% discount				Add Fee changes
16. RECREATION FACILITY FEES				
1. Sand Dome (2 hour minimum)		\$75/hr		New Fee
2. Cleaning/Security Deposit		\$100/event		New Fee

FACILITY TYPE and CAPACITY	WASHOE COUNTY	CITY OF RENO	CITY OF SPARKS	CITY OF HENDERSON	CARSON CITY	SOUTH LAKE TAHOE	CITY OF BOISE
PAVILIONS/PI CNIC SHELTERS				2-hour minimum			4-hour blocks of time. Fees subject to tax
Small - 50ppl	\$80/day	\$95day + *addtl permits	\$130-\$155/day + \$50 nonrefundable deposit	\$10/hr + *additional 15-25% + alcohol permit	\$75-\$112.50/day	Small-Med groups. \$134/4-hour block + \$35/hour for addtl hours + *addtl fees	\$45-\$69.75 per block +*addtl fees
Medium - 100-150ppl	\$130/day = \$1/person over 100	\$100/day + *addtl permits	\$285-\$355/day + *city service costs + \$50 nonrefundable deposit	\$20/hr + *additional 15-25% + alcohol permit	\$75-\$112.50/day	Small-Med groups. \$134/4-hour block + \$35/hour for addtl hours + *addtl fees	\$65-\$100.75 per block +*addtl fees
Large - 0-500ppl	\$160/day + \$1/person over 100	\$130-\$160/day + \$80 Lg Group Fee +*addtl permits	-	1-150 ppl - \$31/hr + *additional 15-25%. 151-399 ppl \$65/hr + *additional 15-25%. 400+ ppl \$31/hr + *additional 15-25% + alcohol permit	-	Med-Lg groups. M-Th \$155/hr, F-Su \$207/hr - 2-hr minimum +*addtl fees	\$920-\$166 per block +*addtl fees
Alcohol Permit	\$0	\$50	-	\$50	-	\$112	\$10
Amplified Sound Permit	\$0	\$20	-	-	-	-	\$20-\$50
Special Event BUILDING - 2-hour	\$150 + applicable facility fees	\$70-\$410/day + \$80/hr staff time +*addtl permits	\$540-\$675/day + *city services costs	Trails - 1-399 ppl \$59/hr+ *additional 15-25%. 400+ppl \$90/hr+ *additional 15-25% + alcohol permit	-	-	All day park rentals - \$1575-\$2441.25 +*addtl fees
Historic Huffaker School/Brick House - 50-60ppl	\$50/hr	15-30ppl \$15-\$50/hr Meeting Rooms	\$25-\$75/hr - under 47 ppl, no alcohol allowed only avail until 9p	-	-	-	-
Cold Springs/Westbrook/RSF Classroom - 100ppl	\$30/hr	15-30ppl \$15-\$50/hr Meeting Rooms	-	-	-	-	-
Lazy5/NVRP/WHIC - 150-200ppl	\$75/hr	\$80-\$100/hr + \$50 alcohol permit	\$70-\$105/hr +\$50 alcohol permit+\$25 admin fee+kitchen fee+\$32/hr security	-	-	-	-
Fish Hatchery - 130ppl	\$125/hr	\$80-\$100/hr + \$50 alcohol permit	-	-	-	-	-
Ranch House - 1st floor only	\$75/hr	\$80-\$100/hr + \$50 alcohol permit	-	-	-	-	-
- Full House not including kitchen	\$100/hr	\$80-\$100/hr + \$50 alcohol permit	-	-	-	-	-
Museum Garden Court-up to 400ppl w/ add ons	\$150/hr	\$80-\$100/hr + \$50 alcohol permit	-	-	-	-	-
- Double Diamond - add on room - 100 ppl	\$75/hr	\$80-\$100/hr + \$50 alcohol permit	-	-	-	-	-
- David's Discovery - add on room - 100ppl	\$75/hr	\$80-\$100/hr + \$50 alcohol permit	-	-	-	-	-
Kitchen - RSR/WeChMe/Museum	\$100/day	-	\$75-\$100	-	-	-	-
Amphitheater - 6-hr min	\$225/hr	-	-	-	-	-	-
- Nonperformance hours after 6-hr min	\$100/hr	-	-	-	-	-	-
		*Alcohol permit, amplified sound	*City Service Costs: road closures/parks staff/restroom maintenance/park rangers etc. Resident & Nonresident fees	*15% Clark County residents, 25% Outside Clark County residents and commercial. Resident/Nonresident/Commercial Fees	Resident/Nonresident/Commercial Fees	*Additional fees for beer/wine/champagne permit, \$25/hr for lighting after sunset	*Alcohol and amplified permits. Resident and Nonresident Fees

	CAPACITY	FEE	DEPOSIT	ALCOHOL PERMIT	AMPLIFIED SOUND	LARGE GROUP FEE-over 200	SPECIAL EVENT STAFF	TOTAL
CITY OF RENO FACILITIES								
PAVILIONS								
Pat Baker (50), Canyon Creek(50), Comstock, Idlewild Rose Garden(100) (2-hr limit), Huffaker(50), Northgate(50), Silver Lake(50) and Teglia's(50) - Picnic Shelters	50	\$95/day		50	\$20/day			\$165/day
Dick Taylor(100), Idlewild Terrace(200), La Brisas(100), Manzanita(100), Pickett(100), Virginia Lake(100) and Whitaker(100) - Picnic Shelters	100	\$110/day		50	\$20/day			\$180/day
Idlewild Snowflake(200), Mira Loma(200) - Picnic Shelters	200	\$160/day		50	\$20/day			\$230/day
Miguel Ribera(200), Teglia(200) (South)	200	\$130/day		50	\$20/day			\$200/day
SPECIAL EVENT VENUES								
Bicentennial Park		\$70/day	\$500-\$1,000	50	\$20/day	\$80/day	\$80/hr	\$120/day - staff & lg group fee not included
Summer City Plaza		\$185/day	\$500-\$1,000	50	\$20/day	\$80/day	\$80/hr	\$235/day - staff & lg group fee not included
Idlewild		\$55/day	\$500-\$1,000	50	\$20/day	\$80/day	\$80/hr	\$105/day - & lg group fee not included
Wingfield Park (East)/Amphitheater		\$410/day	\$500-\$1,000	50	\$20/day	\$80/day	\$80/hr	\$490/day - & lg group fee not included
West Wingfield (WW)		\$235/day	\$500-\$1,000	50	\$20/day	\$80/day	\$80/hr	\$285/day - & lg group fee not included
BUILDINGS								
California Building - 3-hour min	260	\$80/hr	\$500-\$1,000	50				
California Building w/ Patio	260	\$80/hr plus \$105/flat rate	\$500-\$1,000	50				
Evelyn Mount NE Community Center - Small Meeting Room - 2-hour min	15	\$15/hr	\$500-\$1,000					
Evelyn Mount NE Community Center - Large Meeting Room - 2-hour min	30	\$25/hr	\$500-\$1,000					
Evelyn Mount NE Community Center - Tuscarora Room - 2-hour min	80	\$35/hr	\$500-\$1,000					
Neil Road Multipurpose Room - 2-hour min	40	\$25/hr	\$500-\$1,000					
Paradise Park Activity Center - 3-hour min	85	\$50/hr	\$500-\$1,000					
McKinley Arts & Culture Center - Auditorium Rehearsals	150-200	\$50/hr 2-hr min	\$500-\$1,000	50				
McKinley Arts & Culture Center - Auditorium Performance	150-200	\$75/hr 4-hr min	\$500-\$1,000	50				
McKinley Arts & Culture Center - Auditorium Other Use	150-200	\$100/hr 2-hr min	\$500-\$1,000	50				
McKinley Arts & Culture Center - Board Room	30	\$50/hr	\$500-\$1,000	50				
McKinley Arts & Culture Center - Kitchen		\$25/event						
McKinley Arts & Culture Center - Wedding Package - 8 hours	150-200	800	\$500-\$1,000	50				
McKinley Arts & Culture Center - Wedding Package - additional hours		\$100/hr						
CITY OF SPARKS FACILITIES								
PAVILIONS								
Sparks Marina- no alcohol allowed-gas grills only-no weddings. Over 50 people will pay 100% of city services costs - lifeguards, trash control, traffic control, restroom maintenance, park rangers etc								
- North Beach	50	\$130-\$155/day	50					
- Sparks Marina-Pavilion	150	\$285-\$355/day + addtl fees for	50					
SPECIAL EVENT VENUES								
Special Events - fees do not include city service costs for road closures/parks staff/restroom maintenance/park rangers etc		\$540-\$675/day						
BUILDINGS								
Community Center Rentals - 4-hr min, No rentals after 9pm, No alcohol	16-47	\$25-\$75/hr		50	25	\$75-\$100	\$32/hr	
Recreation Building - 4 hr min + security fees	410	\$70-\$105/hr + kitchen fee + li	\$200-\$500					

Campground Fees	Individual sites	Group sites (tent)	Group sites (RV)
Nevada Beach (CA State Parks)	\$35-\$40		
Stampede/Boca	\$20-\$23		
NV State Parks	\$15-\$25		
Pyramid Lake	\$15		
Prosser		\$143	
Silver Creek		\$113	
Stampede/Boca			\$97 (max 25)
			\$201 (max 50)
NV State Parks			\$15-\$400 (individual pricing)

Shooting Range Fees	Public	User Groups
Ben Avery		
Adult	\$7.00	
Youth	Free	
Group		\$50.00
PMAA		
Adult	\$10.00	
Youth	\$3.00	
Group		\$175/\$200 with classroom
Lee Kay		
Adult	\$5.00	
Youth	\$2.00	
Chabot		
Adult	\$17.00	
Member	\$8.50	
Youth	\$5.00	
Group		\$150 half day/\$300 full day
Clark County		
Adult	\$9.00	
Youth	free	
Punch Pass	\$90/12	

	per player	Reno Field Fee	Field Development	impact fee (football/Rugby)	impact fee (Soccer, Lacrosse, Flag Football)	Football, rugby total	Soccer, LaX, Flag Football
RYSA							
Youth	10	2	0.5	3	2	15.5	14.5
youth for-p	15	2	0.5	3	2	20.5	19.5
Adult	20	2	0.5	3	2	25.5	24.5

Lighting Fees	
Youth	35
Adult	45

	Reno	Sparks	SVGID	IVGID
Adrop In				Includes entire facility
Adult	5.5	5	4.5	16
Youth	3.5	3 (17&↓)	3.5	8
Senior	2.5	4	3.5	13
Child (2&↓)	2.5	N/A		
Pass (10 punch)				
Adult	45	44		
Youth	30	26		
Senior	20	35		
Child (2&↓)	20	N/A		
Lessons	\$13.00 /Hr.	\$10.50 /Hr.		15/hr.
LTS	78	53		
TT	52	42		
pool rental	80/hr	N/A	\$75/hr(25 people) +3 per (26+)	100/hr.
extra guard	20/hr		20	