



THE CITY OF SAN DIEGO

MEMORANDUM

DATE: March 19, 2025

TO: Honorable City Council President and Members of the City Council

FROM: Andy Field, Director, Parks and Recreation Department
Via Kristina Peralta, Deputy Chief Operating Officer

SUBJECT: Parks and Recreation Department Fee Schedule Increases

As part of the Department of Finance Fiscal Year 2026 Budget process, each department was asked to participate in a user fee study. In lieu of having sufficient time and funding to conduct a full Cost-of-Service Study, the Parks and Recreation Department (Department) proposed to City Council a Consumer Price Index (CPI) inflation rate increase of 19.5% to cover inflation from 2020 to 2023. In accordance with the User Fee Council Policy 100-05, the city is required to conduct a cost-of service study on its user fees every three to five years, in which the Parks and Recreation Department is scheduled for their next study in Fiscal Year 2026.

On February 5, 2025, the Department proposed increases to the Department Fee Schedule (Attachment A) at the Budget and Government Efficiency Committee (Committee). The proposal included:

- 1) Increase most fees in the Department Fee Schedule by 19.5% based on the Consumer Price Index (CPI) for the purpose of recovering costs incurred by the City of San Diego in providing services and goods.
- 2) Restructure the Special Use Permit fee from a three-year fee of \$448 to an annual fee of \$149, by dividing the current fee by three to achieve an annual fee.
- 3) Restructure the Fiesta Island Youth Camp fee from a three-night fee of \$66 to a per night fee of \$26, by dividing the current fee by three to achieve a per night fee.
- 4) Eliminate three inactive fees including the Chollas Lake Overnight Youth Camp which is no longer offered and two Mount Hope Cemetery fees for items that are no longer available by the vendor.
- 5) Add the following aquatic fees:
 - a. Water Competency – Large Group (6 or more participants) Free
 - b. Water Competency – Small Group (4-5 participants) Free
 - c. Water Competency – Semi-Private (2-3 participants, 2.5 hours) \$80 per hour
 - d. Water Competency – Private (1 participant, 2.5 hours) \$96 per hour
- 6) Update language in the Department Fee Schedule for clarity purposes.

While a recommendation was not provided by the Committee, the item was advanced to City Council for consideration. The Committee requested the Department work with the Independent Budget Analyst and impacted Recognized Employee Organizations to conduct a preliminary feasibility study of implementing non-resident fees for further discussion at the March 3, 2025, City Council meeting. At the City Council meeting on March 3, 2025, the Council voted to approve the following:

- 1) Increase fees in the Department Fee Schedule (as identified in Attachment A) by 19.5% to account for CPI increases with category 1 fees increasing effective July 1, 2025, and category 2 fees (majority of fees) increasing April 1, 2025.
- 2) Increase the beach bars and boat mooring fees to 100% cost-recoverable per year.
- 3) Raise adult sport league fees to 90% full cost recovery effective July 1st, 2025.
- 4) Remove 19.5% fee increases for recreation youth sport leagues team fees per season.

At the Committee and City Council meetings, it was requested that the Department analyze the feasibility of implementing non-resident fees into the Department Fee Schedule. As part of an initial feasibility analysis, the Department reviewed past City usage of non-resident fees which previously charged non-residents two times the rate of most fees in the Department Fee Schedule. The Department also evaluated staff time, logistics and technology needed to implement non-resident rates. Although more analysis and discussion are required, the Department has identified a foreseeable list of implementation costs including:

- Updates to the Online Registration and Reservation system to include a GIS module that can verify resident and non-resident participants and the cost of coding new fees.
- Updates to the Fee Calculator Application which is an accountability software tool that is a requirement per previous audit on our permit process.

The Department will continue to study the feasibility of implementing a non-resident rate and is expected to bring this item back to City Council with a proposal.

As we look ahead into Fiscal Year 2026, the Department is preparing two Requests for Proposals (RFP) for the following related services:

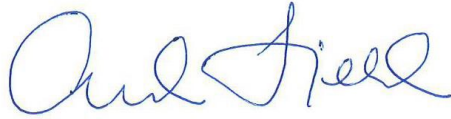
- 1) Comprehensive Cost-of-Service Study – This study is contingent upon approval of a Fiscal Year 2026 budget allocation, which was requested for this study.
- 2) New online registration and reservation system that will bring efficiencies to our operations and conveniences to our customers as identified in the Audit of Equity in Recreation Programming released in 2021.

The Department has posted the revised Department Fee Schedule on its website which can be found at www.sandiego.gov/sites/default/files/prfeeschedule.pdf. Staff will begin charging new rates beginning April 1, 2025, as identified in the Department Fee Schedule. Additional increases will take effect July 1, 2025, for Beach Bar and Mooring fees, as well as Adult League Team fees.

Page 3
Honorable City Council President and Members of the City Council
March 19, 2025

For questions related to the fee schedule increases please contact Sarah Erazo, Deputy Director, at serazo@sandiego.gov, Salome Martinez, Program Equity Manager, at symartinez@sandiego.gov, or me at afield@sandiego.gov.

Sincerely,

A handwritten signature in blue ink that reads "Andy Field". The signature is fluid and cursive, with the first name "Andy" and last name "Field" clearly distinguishable.

Andy Field
Director

AE/sje

Attachment:

1. Parks and Recreation Department Fee Schedule, effective April 1, 2025

cc: Honorable Mayor Todd Gloria
Honorable City Attorney Heather Ferbert
Paola Avila, Chief of Staff, Office of the Mayor
Nick Serrano, Deputy Chief of Staff, Office of the Mayor
Charles Modica, Independent Budget Analyst
Matthew Vespi, Chief Financial Officer, Office of the Mayor
Kristina Peralta, Deputy Chief Operating Officer, Office of the Mayor
Matt Yagyagan, Director of Policy, Office of the Mayor
Emily Piatanesi, Policy Advisor, Office of the Mayor

ATTACHMENT 1



THE CITY OF SAN DIEGO

**PARKS AND RECREATION DEPARTMENT
FEE AND DEPOSIT SCHEDULE
EFFECTIVE APRIL 1, 2025**

Contents

REGISTRATION/RESERVATION PROCESSING FEES	4
GENERAL AND COMMERCIAL USE OF PARKS	4
Opportunity Fund Fee	4
Recreation Center Fund Fee	4
Grounds Use Fees	5
Outdoor Facility Use Fees	5
Regional Parks Special Use Fees	6
Preferential Non-Exclusive Use Permits, Special Use Permits, and Short-term Leases	6
Deposit Accounts	6
Hourly Rates	6
FACILITY USE BY ATHLETIC ORGANIZATIONS	7
Sports Leagues Operating within the City of San Diego	7
Hourly Rental Rates for Sports Programs	7
AQUATICS PROGRAMS AND RENTALS	8
Aquatics Classes and Programs	8
Swimming Pool Entrance Fees	8
Swimming Pool Rentals	9
RECREATION PROGRAMS	9
BUILDING AND FACILITY RENTAL	10
Recreation Centers and Buildings Outside of Balboa Park	10
Balboa Park Buildings	10
CAMPGROUND USE	12
MOUNT HOPE CEMETERY	13
Mount Hope Cemetery Terms and Conditions	15
PARKS, POOLS, AND PROGRAMS TERMS AND CONDITIONS	16
Park Use	16
City Pools	21
Athletic Programs	21
Recreational Programs Refund and Transfer Policy	25
GENERAL INFORMATION	27
Recreation Center Information	27
City Pool Information	27
Joint Use Locations	27

INTRODUCTION

The City of San Diego Parks and Recreation Department operates and maintains a diverse and valued parks system that serves millions of residents and visitors each year. The City's parks system does more than fulfill the public's need for leisure, it supports and provides opportunities for individual growth, cultural exchange and enrichment, and youth development including important opportunities for at-risk youth, and it also provides a robust and varied offering of programs for all, including individuals with disabilities and seniors. The parks system also preserves and maintains a significant portion of the San Diego region's diverse natural habitat and supports San Diego's economic base through tourism; and it greatly enhances the City's ability to attract and retain businesses.

The Parks and Recreation Department is responsible for the management of:

- Park Land 42,263 acres of developed and undeveloped park land, joint use and open space.
- 26,972 acres of open space
- 5,977 water acres within the San Diego-La Jolla Underwater Park
- 9,314 acres of regional, community, neighborhood, mini and joint use parks

City of San Diego City Charter, Article V, Section 55 states "All real property owned in fee by the City heretofore or hereafter formally dedicated in perpetuity by ordinance of the Council or by statute of the State Legislature for park, recreation or cemetery purposes **shall not be used for any but park, recreation or cemetery purposes** without such changed use or purpose having been first authorized or later ratified by a vote of two-thirds of the qualified electors of the City voting at an election for such purpose."

REGISTRATION/RESERVATION PROCESSING FEES

The City of San Diego only accepts electronic bank transfers and major credit cards as payment, except for Pool Admission fees. Transaction and credit card processing fees are established by the on-line service provider and are nonrefundable. Processing fees (approximately 3-5%) are added when transactions are processed within the online reservation/registration system. Processing fees are cost recoverable and are subject to change based on service provider rate changes.

GENERAL AND COMMERCIAL USE OF PARKS

Opportunity Fund Fee

This fee will be applied to all permitted events/activities, room and pool rentals, and on-going recreation-based business operations by commercial and non-profit entities. Additional rental fees may apply for park and facility use depending on set up or permitted area. Fees only apply to event hours/times and league game hours (practice hours are excluded). The fees will fund the Parks and Recreation Department's equity-based recreation programs. This fee is not applicable when Recreation Center Fund fees (below) are assessed for commercial, fundraising, donations, and promotional activities within a specific community recreation area. Available venues are determined by the Department as all areas are not available to rent.

Outdoor Events less than 50 People (per hour per location)	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Non-profit Youth & Adult/Non-Commercial/Government	\$1	\$1.20	No change
Commercial	\$5	\$6	No change
Outdoor Events 50 or more People (per hour per location)	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Non-profit Youth & Adult/Non-Commercial/Government	\$10	\$12	No change
Commercial	\$15	\$18	No change
Room Rentals (per hour per room)	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Non-profit Youth & Adult/Non-Commercial/Government	\$1	\$1.20	No change
Commercial	\$10	\$12	No change
Youth and Adult Sports - Use of Fields and Indoor/Outdoor Courts (per hour per location/court/field)	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Youth Sports	\$1	\$1.20	No change
Adult Sports	\$2	\$2.25	No change

Recreation Center Fund Fee

In addition to park use or facility rental fees, all adult and youth leagues, commercial, fundraising and promotional activities conducted within community park recreation areas will be assessed the Recreation Center Fund Fee. These funds support local park maintenance, improvements, and recreation programs. The Opportunity Fund Fee will not be applied when Recreation Center Fund fees are applied.

Adult and Youth Leagues, Commercial, Fundraising and Promotional activities (per hour per location/court/field)	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Youth Fee	\$10	\$12	No change
Adult Fee	\$15	\$18	No change

Grounds Use Fees

Park use permits are required for any group of 50 or more persons per venue. Complex events must submit a Special Events Application before the park permit is issued. All weddings and surf contests require a permit (ground use fee for reservations smaller than 50 people is the same as 50 to 150 persons category). **This rental charge shall include any set-up or dismantle time.** Available venues are determined by the Department as all areas are not available to rent. Special Equipment Set-Up Fees are not required when a Grounds Use fee is assessed. Large or complex specialty events that require additional Parks and Recreation staff to maintain public health/safety may be charged (see Miscellaneous Staffing for Event Support under the Terms and Conditions section). *For Open Space areas due to the sensitivity of the area, a CEQA review may be required. All rentals will be assessed the Recreation Center Fund Fee, or the Opportunity Fund Fee as designated under General and Commercial Use of Parks (page 4).

Grounds Use Rental Fees (per day per location)

Activities/Events with 50-300 persons	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Non-Profit Youth	\$64	\$76	No change
Non-Profit Adult & Government	\$133	159	No change
Other Users	\$191	No change	No change

Activities/Events with 301-1,000 persons	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Non-Profit Youth	\$64	\$76	No change
Non-Profit Adult & Government	\$382	\$456	No change
Other Users	\$763	No change	No change

Activities/Events with over 1,000 persons	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Non-Profit Youth	\$64	\$76	No change
Non-Profit Adult & Government	\$954	\$1,140	No change
Other Users	\$1,908	No change	No change

Outdoor Facility Use Fees

Miscellaneous park use fees may be applied in addition to other facility use fees based on the type of event requested and the specific facilities to be utilized. See Use Terms and Conditions for more information.

	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Parking Lot Use for Events (per space per day)	\$3.50	\$4	No change
Special Equipment Set-up (per equipment per day)	\$24	\$29	No change
Staff Support for Events	100% cost recovery	No change	No change
Field Lighting (per hour per location)	\$9	\$11	No change
Outdoor Amphitheater Rental (per hour/2-hour minimum)	\$84	\$100	No change
Picnic Shelter Rental (per hour /2-hour minimum)	\$30	\$36	No change
Skate Park Rental - non-exclusive (per hour /2-hour minimum)	\$55	\$66	No change
Pump Track Rental - non-exclusive (per hour/2-hour minimum)	\$55	\$66	No change
Outdoor Youth Camps (per child per week)	\$14.50	\$17.25	No change

Regional Parks Special Use Fees

These activities are unique to Balboa Park, Mission Bay Park, and Shoreline Parks.

	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Art Mart Exhibit (per Exhibitor per year)	\$17	\$20	No change
Pedi-Cab Permit (per month)	\$48	\$57	No change
Special Event Pedi-Cab Permit (per day)	\$48	\$57	No change
Unattended Exhibit Display (per space per event)	\$24	\$29	No change
Annual Beach Bar Rental (Long-term Boat Beaching) per location (per year)	\$171	\$204	\$266
Mooring Rental per mooring (per year)	\$808	\$965	\$1,244
Mooring Installation or Relocation Fee (per request)	\$488	\$583	\$644
Instructional Camps in Beach and Bay (per quarter, per location)	\$37	\$44	No change
Additional Hours of Operation for Balboa Park Tram (per hour)	\$90	\$108	No change
Fee to Operate Special Shuttle Service in Balboa Park (per hour)	\$125	\$149	No change

Preferential Non-Exclusive Use Permits, Special Use Permits, and Short-term Leases

Fee is charged for groups with preferential use permits and special use permit holders that are managed by Parks and Recreation. The Department, at the Directors discretion, can waive the fee if the Special Use Permit is providing a particular service that is beneficial to the park system.

	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Permit Processing Fee (current fee is per permit/April 1, 2025 fee is per year)	\$448	\$149	No change

Deposit Accounts

A developer deposit charge account is used to recoup staff time spent as the Parks and Recreation Representative during the design and construction of developer delivered parks in accordance with the Park Development Standard Terms and Conditions and San Diego Municipal Code (SDMC), Chapter 14, Article 2, Division 6, General Development Plan, Park Development Agreement, Park Operations Agreement, Park Maintenance Agreement, Preliminary Review Application, Telecom / Wireless Communication Facility, Special Projects: Minimum Deposit of \$3,000 to \$10,000 (Depending on Project Complexity)

Hourly Rates

Hourly Project Review Fee (1221) Associate Engineer Civil	\$166
Hourly Project Review Fee (1751) Project Officer I	\$150
Hourly Project Review Fee (1752) Project Officer II	\$203
Hourly Project Review Fee (1855) Senior Civil Engineer	\$213
Hourly Project Review Fee (1227) Associate Planner	\$126
Hourly Project Review Fee (1872) Senior Planner	\$153
Hourly Project Review Fee (1638) Park Designer	\$152

Proposed Hourly Rates are based on Fiscal Year 2024 salary, load, and overhead rates, and is subject to change each July 1.

FACILITY USE BY ATHLETIC ORGANIZATIONS

Leagues operating outside of the City of San Diego do not qualify for Sports League rates. Leagues that hold special events such as tournaments and sports clinics must pay hourly rates. Adult user groups may qualify for a 40% discount upon meeting the requirements for Adult Senior/Disabilities teams. Youth leagues operating after 6:00 p.m. must pay the hourly field lighting fee when lights are needed. All rentals will be assessed the Recreation Center Fund Fee, or the Opportunity Fund Fee as designated under General and Commercial Use of Parks (page 4).

Sports Leagues Operating within the City of San Diego

Youth - In-season League Play	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Field Use - Per Team (does not include lights)	\$26	No change	No change
Gym Court Use - Per Team	\$26	No change	No change
Court Use - Per Team	\$15	No change	No change
Adult - In-season League Play	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Field Use - Per Team (unlit)	\$111	\$133	\$317
Lighted Field Use - Per Adult Team	\$138	\$165	\$393
Gym Court Use - Per Team	\$111	\$133	\$317
Court Use - Per Team	\$83	\$99	\$117

Hourly Rental Rates for Sports Programs

Youth	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Field Rental	\$11.25	\$13	No change
Field Lighting Fee	\$9	\$11	No change
Gym Full Court Rental	\$19.50	\$23	No change
Outdoor Full Court Rental	\$10.75	\$13	No change
Indoor/Outdoor Half-court Rental (badminton, table tennis, pickleball, etc.)	\$5	\$6	No change
Adult	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Field Rental	\$26	\$31	No change
Field Lighting Fee	\$9	\$11	No change
Gym Full Court Rental	\$25	\$30	No change
Outdoor Full Court Rental	\$13.25	\$16	No change
Indoor/Outdoor Half-court Rental (badminton, table tennis, pickleball, etc.)	\$10	\$12	No change

AQUATICS PROGRAMS AND RENTALS

For more information, see the City Pools Terms and Conditions section and visit the Parks and Recreation web page for pool rules and regulations, <https://www.sandiego.gov/pools/rules-regulations>.

Aquatics Classes and Programs

Water Competency Lessons (per hour per participant)	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Large Group (6 or more participants)	Free	No change	No change
Small Group (4-5 participants)	Free	No change	No change
Semi-Private (2-3 participants)	New	\$80	No change
Private (1 participant)	New	\$96	No change
Swimming Lessons (per hour per participant)	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Large Group (6 or more participants)	\$12	\$14	No change
Small Group (4-5 participants)	\$18	\$22	No change
Semi-Private (2-3 participants)	\$67	\$80	No change
Private (1 participant)	\$80	\$96	No change
Water Fitness Classes	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Per Hour	\$4	\$5	No change
10-Use Pass (10 hours)	\$33	\$39	No change
Youth Swim and Youth Water Polo Teams	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Per Participant - per month (2 hours/week)	New	\$27	No change
Per Participant - per month (3 hours/week)	\$28	\$33	No change
Per Participant - per month (4 hours/week)	New	\$40	No change
Per Participant - per month (5 hours/week)	\$39	\$47	No change
American Red Cross Course (per Course)	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Lifeguard Training	\$211	\$252	No change
Water Safety Instructor	\$172	\$206	No change
Emergency Response	\$222	\$265	No change
First Aid for Public Safety Personnel (Title 22)	\$89	\$106	No change
CPR Training	\$44	\$53	No change

Swimming Pool Entrance Fees

Pool Passes - Children, Seniors, and Persons with Disabilities (under 16, over 62)	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
One-Time Pass	\$2	\$2.25	No change
10 Swim Pass*	\$15	\$18	No change
30 Swim Pass*	\$40	\$48	No change
Pool Passes - Adults	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
One-Time Pass	\$4	\$5	No change
10 Swim Pass*	\$30	\$36	No change
30 Swim Pass*	\$80	\$96	No change

Swimming Pool Rentals

All rentals will be assessed the Recreation Center Fund Fee, or the Opportunity Fund Fee as designated under General and Commercial Use of Parks (page 4).

Hourly Rental – Exclusive Use	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Hourly Rental (2-hour minimum)	\$234	\$280	No change
Hourly Rental Public School and Public Colleges	\$55	\$66	No change
Hourly Rental Youth Aquatics Teams	\$55	\$66	No change
Pool Guard per hour (actual cost)	\$26	\$31	No change
Hourly Rental – Non-Exclusive Use	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Hourly Rental (2-hour minimum)	\$66	\$79	No change
Hourly Rental Public School and Public Colleges	\$50	\$60	No change
Hour Rental Inclusionary Programs*	\$44	\$53	No change
Hourly Rental Youth Aquatics Teams	\$50	\$60	No change
Pool Guard per hour (actual cost)	\$26	\$31	No change

*Inclusionary Programs require a minimum of 75% participation by persons w/disabilities.

RECREATION PROGRAMS

The City of San Diego has 60 Recreation Centers, 15 Pools, 7 Skate Parks and many other recreational facilities that serve both residents and visitors of all ages, abilities and income levels. For details visit <https://www.sandiego.gov/parks-and-recreation>.

Program Fees	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
City Civic Dance Programs (per student, per session)	\$41	No change	\$49
Department-run Recreation Programs (1)	Varies (direct non-personnel costs only)		
Contractual City Recreation Programs (1)	Vendor contract service rate + 15% + Program Surcharge (below)		
Program Surcharge City Contractual Programs (per student, per meeting)	\$2.75	\$3	No change
Non-City Indoor/Outdoor Youth Camps (2) (per child, per week)	\$14.50	\$17.25	No change

- (1) Funds collected for these programs are allocated to the respective Recreation Center Fund that supports the recreation programs in that area. Department-run program fees are based on the direct cost (for each program) to provide supplies/equipment not budgeted in the General Fund.
- (2) This park/building use fee is paid by commercial and non-commercial businesses/agencies operating day camps in City parks or buildings. Youth Camp rates are based on a minimum of 3 days per week with at least 3 hours per day and a maximum of 5 days per week with a maximum of 11 hours per day.

BUILDING AND FACILITY RENTAL

No fees are required for kitchen use if used in conjunction with other rooms at the following centers: Adams, Azalea, Cadman, City Heights, Penn Athletic, Silver Wing, Stockton, Tecolote and Willie Henderson. Protective coverings must be used when gymnasiums are rented for non-athletic events. Not all gymnasiums are available for non-athletic rentals. For indoor day camps, see the Recreation Programs section. Fees are applied per hour per location. All rentals will be assessed the Recreation Center Fund Fee, or the Opportunity Fund Fee as designated under General and Commercial Use of Parks (page 4).

Recreation Centers and Buildings Outside of Balboa Park

Hourly Rental – Non-Profit and Government	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Meeting Room/Activity Room	\$6	\$7	No change
Auditorium/Gymnasium (non-athletic use)	\$22	\$26	No change
Kitchen	\$6	\$7	No change
Additional Operating Hours	\$50	\$60	No change
Non-Hours of Operation	\$26	\$31	No change
Hourly Rental – Non-Commercial	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Meeting Room/Activity Room	\$55	\$66	No change
Auditorium/Gymnasium (non-athletic use)	\$104	\$124	No change
Kitchen	\$27	\$32	No change
Additional Operating Hours	\$50	\$60	No change
Non-Hours of Operation	\$26	\$31	No change
Hourly Rental – Commercial	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Meeting Room/Activity Room	\$83	\$99	No change
Auditorium/Gymnasium (non-athletic use)	\$156	\$186	No change
Kitchen	\$40	\$48	No change
Additional Operating Hours	\$50	\$60	No change
Non-Hours of Operation	\$26	\$31	No change

Balboa Park Buildings

Balboa Park Activity Center and Municipal Gymnasium (per hour, per court, per activity)* - Non-Profit	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Balboa Park Activity Center - Athletic	\$11	\$13	No change
Balboa Park Activity Center Non-Athletic	\$122	\$146	No change
Municipal Gymnasium - Athletic	\$38	\$45	No change
Municipal Gymnasium - Non-Athletic	\$122	\$146	No change
Balboa Park Activity Center and Municipal Gymnasium (per hour, per court, per activity)* - Non-Commercial	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Balboa Park Activity Center - Athletic	\$21	\$25	No change
Balboa Park Activity Center Non-Athletic	\$244	\$292	No change
Municipal Gymnasium - Athletic	\$75	\$90	No change
Municipal Gymnasium - Non-Athletic	\$244	\$292	No change

Balboa Park Activity Center and Municipal Gymnasium (per hour, per court, per activity)* - Commercial	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Balboa Park Activity Center - Athletic	\$32	\$38	No change
Balboa Park Activity Center Non-Athletic	\$366	\$437	No change
Municipal Gymnasium - Athletic	\$113	\$135	No change
Municipal Gymnasium - Non-Athletic	\$366	\$437	No change
<i>* For League Athletic Use - See athletic fees for gymnasiums</i>			
Balboa Park Club (per hour, 3-hour minimum) - Non-Profit	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Ballroom	\$155	\$185	No change
Kitchen	\$23	\$27	No change
Santa Fe Room	\$41	\$49	No change
Balboa Park Club (per hour, 3-hour minimum) - Non-Commercial	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Ballroom	\$310	\$370	No change
Kitchen	\$47	\$56	No change
Santa Fe Room	\$82	\$98	No change
Balboa Park Club (per hour, 3-hour minimum) - Commercial	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Ballroom	\$465	\$556	No change
Kitchen	\$70	\$84	No change
Santa Fe Room	\$123	\$147	No change
Casa Del Prado (per hour, 3-hour minimum) - Non-Profit	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Room 101 Majorca, Room 207 Saragossa, Dance Studios 201, 202, & 206	\$82	\$98	No change
Room 102 Granada, Room 103 Barcelona, Room 204 Valencia, Room 205 Madrid, Dance Studio 203	\$35	\$42	No change
Patio A (Ceremonies Only)	\$44	\$53	No change
Patio B	\$66	\$79	No change
Casa Del Prado (per hour, 3-hour minimum) - Non-Commercial	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Room 101 Majorca, Room 207 Saragossa, Dance Studios 201, 202, & 206	\$164	\$196	No change
Room 102 Granada, Room 103 Barcelona, Room 204 Valencia, Room 205 Madrid, Dance Studio 203	\$71	\$85	No change
Patio A (Ceremonies Only)	\$89	\$106	No change
Patio B	\$133	\$159	No change
Casa Del Prado (per hour, 3-hour minimum) - Commercial	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Room 101 Majorca, Room 207 Saragossa, Dance Studios 201, 202, & 206	\$246	\$294	No change
Room 102 Granada, Room 103 Barcelona, Room 204 Valencia, Room 205 Madrid, Dance Studio 203	\$106	\$127	No change
Patio A (Ceremonies Only)	\$133	\$159	No change
Patio B	\$199	\$238	No change

War Memorial (per hour, 3-hour minimum) – Non-Profit	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Meeting Rooms 2 & 3	\$35	\$42	No change
Auditorium	\$122	\$146	No change
War Memorial (per hour, 3-hour minimum) - Non-Commercial	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Meeting Rooms 2 & 3	\$71	\$85	No change
Auditorium	\$244	\$292	No change
War Memorial (per hour, 3-hour minimum) - Commercial	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Meeting Rooms 2 & 3	\$106	\$127	No change
Auditorium	\$336	\$437	No change
Recital Hall (per hour, 3-hour minimum) - Non-Profit	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Recital Hall	\$122	\$146	No change
Recital Hall (per hour, 3-hour minimum) - Non-Commercial	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Recital Hall	\$244	\$292	No change
Recital Hall (per hour, 3-hour minimum) - Commercial	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Recital Hall	\$366	\$437	No change
Spreckels Organ Pavilion (per hour, 3-hour minimum) - Non-Profit	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Organ Pavilion - Exterior	\$139	\$166	No change
Organ Pavilion - Interior	\$86	\$103	No change
Spreckels Organ Pavilion (per hour, 3-hour minimum) - Non-Commercial	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Organ Pavilion - Exterior	\$277	\$331	No change
Organ Pavilion - Interior	\$86	\$103	No change
Spreckels Organ Pavilion (per hour, 3-hour minimum) - Commercial	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Organ Pavilion - Exterior	\$416	\$497	No change
Organ Pavilion - Interior	\$86	\$103	No change

CAMPGROUND USE

For events/services not related to campgrounds, see the relevant section of the Parks & Recreation Fee Schedule.

	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Fiesta Island Youth Camp (current fee, per campsite 3-day use/April 1, 2025 fee per campsite per night)	\$66	\$26	No change
Kumeyaay Campground (per night)	\$22	\$26	No change
Kumeyaay Campground Extra Vehicle	\$4	\$5	No change

MOUNT HOPE CEMETERY

For events/services not related to interments, see the relevant section of the Parks & Recreation Fee Schedule.

Cemetery Lots – Non-Resident	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Adult Lot	\$3,970	No change	No change
Cremaains Lot	\$747	No change	No change
Child Lot	\$486	No change	No change
Infant Lot	\$248	No change	No change
Cemetery Lots – Resident	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Adult Lot	\$2,985	No change	No change
Cremaains Lot	\$562	No change	No change
Child Lot	\$366	No change	No change
Infant Lot	\$187	No change	No change
Cemetery Lots – Low Income Resident	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Adult Lot	\$1,347	No change	No change
Cremaains Lot	\$253.50	No change	No change
Child Lot	\$165	No change	No change
Infant Lot	\$85	No change	No change

Burial Services	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Adult Liner Handling/Installation**	\$274	\$327	No change
Oversize Adult Liner Handling/Installation**	\$514	\$614	No change
Adult Top-Seal Vault Handling/Installation	\$274	\$327	No change
Oversize Top-Seal Vault Handling/Installation	\$549	\$656	No change
Double Depth Crypt Handling/Installation	\$549	\$656	No change
Urn Vault Handling/Installation	\$57	\$68	No change
Infant Box Handling/Installation	\$137	\$164	No change
Child Box Handling/Installation	\$274	\$327	No change
Temporary Marker Handling/Installation	\$57	\$68	No change
Adult Lot Opening & Closing**	\$486	\$581	No change
Double Depth Lot Opening & Closing**	\$600	\$717	No change
Cremation Lot Opening & Closing**	\$240	\$287	No change
Child Lot Opening & Closing**	\$366	\$437	No change
Infant Lot Opening & Closing**	\$240	\$287	No change
Marker Installation (flat)	\$286	\$342	No change
Re-Set Marker (Like size)	\$57	\$68	No change
Re-Set Marker (Unlike size)	\$103	\$123	No change
Vase Installation	\$86	\$103	No change
Monument Base Installation	\$286	\$342	No change
Monument Border Installation	\$200	\$239	No change

Additional Fees for Overtime/Weekend Services	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Overtime Due to Delays (Weekday, 1-hour increments)	100% Cost Recovery***		
Weekend Adult/Child Burial Exceeding 2 Hours	\$573	\$657	No change
Weekend Infant Burial Exceeding 2 Hours	\$286	\$321	No change
Weekend Cremation Exceeding 2 Hours	\$286	\$321	No change
Disinterment (Adult)	\$908	\$1,037	No change
Disinterment Double Depth in "A" Placement	\$1,429	\$1,618	No change
Disinterment (Child)	\$712	\$819	No change
Disinterment (Infant)	\$516	\$600	No change
Disinterment (Cremains)	\$516	\$600	No change
Canopy	\$130	\$155	No change

**See Low Income Fee Assistance under Mount Hope Terms and Special Conditions.

***100% cost recovery is based on the loaded labor cost for each employee classification (Step C) and the total number of hours per employee.

Burial Materials	Current Fee	Fee Effective April 1, 2025	Fee Effective July 1, 2025
Adult Liner**	\$145	No change	\$229
Oversize Adult Liner**	\$320	No change	\$449
Adult Top-Seal Vault	\$195	No change	\$231
Oversize Top-Seal Vault	\$459	No change	\$647
Double Depth Crypt	\$417	No change	\$655
Infant Box	\$146	No change	\$213
Child Box	\$158	No change	\$238
Temporary Marker	\$5.30	No change	\$6.75
Urn Vault (Cremains burial)	\$62.15	No change	\$73.30
Galvanized Flower Vase	\$11.50	No change	\$14.75
Ground Trion Flower Vase	\$25.25	No change	\$29.50
Galvanized Flower Vase Insert	\$9.65	No change	\$11.25
Trion Flower Vase Insert	\$16.05	No change	\$19

Mount Hope Cemetery Terms and Conditions

Definitions

Child: One year to 10 years old.

Double Depth Graves – These grave sites can contain up to two full body burials. “A” is located on the bottom and “B” is located on the top of the grave.

Handling Fees for Burial Containers: Lowering the casket with a lowering device into the exposed gravesite and placing the vault at the bottom of the gravesite.

Infant: One day to 12 months old.

Green Burials (Slab): Burial option where preference is that no sealed containers (e.g., casket, pine box, etc.) are to be used.

Opening and Closing: Removing the soil from the ground, digging the grave and replacing the soil for a grave site.

Oversize: Any burial that requires a size 6 vault or larger as defined by the National Funeral Association standards (most current version).

Resident: City of San Diego residency for the decedent.

Low Income Fee Assistance

Certain fees (Lot and Perpetual Care; Opening/Closing of Grave; and Grave Liner and Liner Handling Fees (Bell) for City Residents are reduced for individuals whose gross income in the past twelve months falls within the Lower Living Standard Income Level and have a maximum of \$2,380 in value of personal property.

The Lower Living Standard Income Level (LLSIL) is published annually by the US Department of Labor at <https://www.dol.gov/agencies/eta/llsil>.

Completion of a fee waiver form is required. A copy of the applicant's current Internal Revenue Service (IRS) tax return shall be used to verify income. A Social Security Award-Benefit letter or a Social Security Proof on Income letter may also be used for verification of income.

PARKS, POOLS, AND PROGRAMS TERMS AND CONDITIONS

Park Use

Additional Operating Hours for Recreation Centers

Entities or individuals may purchase additional operating hours for a recreation center. When a specific location is not identified by the donor, the Parks and Recreation Director will determine the location and time for the additional operating hours.

Beach Bar and Mooring Rentals

Rental use permits are issued for a period of one calendar year beginning March 1st. Fees are non-transferable and non-refundable and cannot be prorated. Beach Bars (long-term boat beaching) are generally limited to vessels that are fourteen (14) feet or less in length and eight (8) feet wide. Some locations permit vessel up to seventeen (17) feet. Mooring rentals are limited to vessels twenty-five (25) feet (or less) in length. The physical buoy and tackle are the property of the permit holder.

Campground Use

For events/services not related to campgrounds, park rental fees and special event application may apply.

For refund and campground rules and regulations, please visit specific campground websites:

Kumeyaay Campground

To obtain a refund, reservations must be canceled 14 days in advance. No refunds for late cancellations. A maximum of 6 persons per campsite. Anyone under 18 years of age must be accompanied by a parent or guardian. Dogs are permitted if licensed, vaccinated for rabies, and kept on a leash. One vehicle allowed per site.

Fiesta Island

There is no cancellation policy for the Youth Camp; fees are non-refundable; however, fees can be credited to use for up to six months in advance for another date. This campground is limited to organized non-profit youth groups. A non-profit youth group is a non-commercial organization and family camping is not permitted. The campground consists of 5 clusters with a maximum number of participants per cluster. Groups wishing to use the Youth Camp must complete a Facility and Park Use Permit Application. All applications for requested dates are accepted on a first come, first served basis, and will not be accepted more than 6 months before the requested reservation date(s). All applications must be submitted no later than 15 days prior to the requested dates.

Use of City Parks, Facilities, Beaches, Bays, and Open Space

All activities that charge or collect donations from participants for their service are required to obtain a park use permit. In addition, the Opportunity Fund Fee will apply along with additional applicable park use fee(s). This includes, but is not limited to, outdoor fitness classes, personal trainers, tour guides, sports groups, trail guides, commercial picnics and events, rock climbing and dog classes, practices, shows (Events/classes not permitted in dog parks). Commercial dog walking/daycare services will be charged the Opportunity Fund Fee for use of dog parks. Not all dog parks are available for use. Per City Charter all uses must be park and recreation-based activities. Available venues are

determined by the Department as all areas are not available to rent. See Opportunity Fund section on page 4 for more details.

Dance Instruction

In addition to dance class fees, fees for costumes may be collected after the start of classes and will not exceed 100% cost recovery. Fees for dance day camps and workshops are determined by staffing requirements and will not exceed 100% cost recovery.

Day Camp Fees

Commercial and non-commercial businesses/agencies operating day camps in City parks or buildings must pay the Indoor/Outdoor Youth Camp rate (\$14.50 per child per week) when running camps, a minimum of 3 days per week with at least 3 hours per day and a maximum of 5 days per week with a maximum of 11 hours per day. Additionally, the Recreation Fund Fee or Opportunity Fund will apply based on location. Any youth camps that do meet these parameters above will be assessed an hourly rate.

Discounts for Organizations/Groups serving Seniors or Persons with Disabilities

A group discount rate of 40% may be applied to certain activities when the group has over 75% participants with a disability or seniors. Senior participants must be 62 years of age or older. Groups must provide documentation that is acceptable to the Center Director/Permit Center or Park Manager to receive the discount. This discount is applied for City of San Diego residents only.

Activities eligible for discounts include sports leagues, athletic field rentals, recreation building room and gym rentals, including Balboa Activity Center and Municipal Gym. Other Balboa Park buildings are excluded. Discounts are not applicable for Additional Operating Hours or Non-hours of Operation.

Dog Activities, Classes, Practices, and Shows

Organizers must submit a permit application and pay the Opportunity Fund Fee. Shows and/or tournaments of 50 or more persons must also pay the Ground Use Fee. Insurance is required and not all areas are available for use. Cleaning and/or a security deposit may be required. Available venues are determined by the Department as all areas are not available to rent.

Government Use of Facilities

The Parks and Recreation Director may reduce or waive fees for the use of indoor facilities by other government agencies and public-school districts (non-athletic events) for official government business. Only one waiver or reduction is granted per agency or school district per fiscal year. Requests for waivers or discounts must be submitted in writing no later than fifteen 15 working days before facility use. There will be no charge for any Government Organizations utilizing a city facility for city business. (e.g., Parks and Recreation Department, City of San Diego, Community Councils, Community Planning Groups, Joint Use Holders at Joint Use Site, Employee Labor Organization and Informal Employee Organizations per Council Policy 300-06).

Ground Use Fees

A permit is required for any group of 50 or more persons per venue. Notwithstanding the foregoing, weddings and surf contests require a permit regardless of the number of persons (fee for groups

smaller than 50 is the same as 50 - 150 person category). Permit shall include any set-up or dismantle time. Available venues are determined by the Department as all areas are not available to rent. Any additional staff needed, as determined by Parks and Recreation, may be charged for large or specialty events. Complex events must submit a Special Events Application before the park permit is issued.

Runs/walks are charged the Ground Use Fee if using park land as a staging area, including starting, resting or "pit" stops and ending points. If this type of event is only passing through park land and no closures nor set up is required, no fee is required.

Leaseholders in Mission Bay are not required to pay this fee when use is contiguous to their leasehold and the City is to receive a percentage of revenues per their lease agreement for the scheduled activity on park land.

Instructional Camps on Park Land in Beaches and Bay Areas

Instructional camps (e.g., learning to surf) must pay a quarterly permit application fee to operate on park land in beach and bay areas. Permit is non-refundable and cannot be prorated and will contain days/dates activity is permitted. Surf camps or other programs awarded under City Request for Proposal (RFP) process are excluded.

Joint Use Locations - Clarification of Charges for Public School Districts

If a public-school district that has a joint use agreement requests the use of an athletic field, outdoor court or gymnasium that is one of their joint use sites, there is no charge. A list of all existing joint use sites is included as a reference. When there is no joint use agreement the school district will pay normal fees according to this fee schedule. All events not hosted directly by public-school district staff are required to pay rental fees.

Low Income Fee Waivers

Not all Parks and Recreation Department programs are eligible for low-income fee waivers. Fees for City-conducted Parks and Recreation Department programs and the City surcharge on City of San Diego contractual programs are waived for individuals from families whose gross income in the past twelve months falls within the Lower Living Standard Income Level.

The Lower Living Standard Income Level (LLSIL) is published annually by the US Department of Labor at <https://www.dol.gov/agencies/eta/llsil>.

Completion of a fee waiver application is required once per calendar year per family. A copy of the applicant's current Internal Revenue Service (IRS) tax return, Social Security Award-Benefit letter or a Social Security Proof of Income letter, Medi-Cal or Cal-Fresh shall be used to verify income. The application form and requirements can be found at:

<https://www.sandiego.gov/sites/default/files/prfeewaiver.pdf>

Miscellaneous Staffing for Event Support

Fees are intended to achieve 100% cost recovery to support events and protect public health and safety. Fees will be based on the hourly loaded labor cost for each employee classification (Step C) and the total number of hours per employee.

Non-Hours of Operation

This fee is required when facilities are reserved outside the normal hours of operation when City staff is required on site. There is a two-hour minimum charge if Non-Hours of Operation are not contiguous with normal hours. Prorating for partial hours and combining partial hours over multiple timeframes is not allowed.

Payment of Non-Hours of Operation Fee does not provide open access to an entire facility to the public. Groups or individuals that desire full public access to a recreation center will be required to pay the Additional Operating Hours for Recreation Center fee.

Non-Profit Organization

Refers to an organization that the Internal Revenue Service has designated as tax exempt organization under 26 U.S.C. § 501, with current status as a 501(c)(3), 501(c)(4), or 501(c)(6) charitable organization. Organizations must submit documentation to qualify for these rates.

Parking Lot Use for Event Venues

Fee is for the sole purpose of closing public parking spaces for use as an event venue. It is not permissible to use the fee to secure parking spaces for exclusive permitted or paid parking purposes. This daily rental must include any set-up or dismantle time. Rental period begins at 6 a.m. and is valid for 24 hours. An additional daily rate will be charged per day for any event which exceeds the permitted period. Not all parking spaces are available for rental. All rentals will be assessed the Recreation Center Fund Fee, or the Opportunity Fund Fee as designated under General and Commercial Use of Parks (page 4).

Pedi-Cab Permit

For complete rules and procedures for Pedi-Cabs, contact Park Ranger Division at 619-235-1122.

Permits

Park and building rental permits are not issued until payment is received. Some permits may require insurance, cleaning deposits and/or damage deposits. Each rental group is responsible for leaving the facility and equipment in a safe, proper working order and clean condition. Any violations of rules, regulations or policies and/or damage attributable to the Permittee, sponsors or any other party associated with this event, an invoice from the City will be issued to the Permittee with applicable charges for repairs and labor cost.

Prorating

All hourly fees are rounded to the full hour. Prorating of partial hours or combining partial hours over multiple timeframes is not allowed. Set up and clean up time must be included in the total hours permitted.

Special Equipment Set-Up

Permittees that pay the Ground Use Fee are not charged this fee. This charge is for any special set-up by permittee to include, but not limited to canopies, tables, chairs, generators, party jumps, pony rides, portable food service equipment, portable stages (20'x20' maximum size), etc. Each item will be assessed a set-up charge.

One party jump with one generator is considered one set-up charge where allowed. Permittees should confirm which locations allow party jumps prior to seeking a permit. Generators for youth league pitching machines or other like equipment are excluded from this fee when used in conjunction with permitted regular season play.

There is a set-up fee for tables and chairs when the number of tables exceeds three (3) tables (max. seating of 10), or the number of chairs exceeds thirty (30) chairs. Activities with more than one 10'x10' canopy or canopies larger than 10'x10' will be charged a set-up fee for each canopy.

Sponsorship or Co-sponsorship of Events by the City

Community events officially sponsored by Parks and Recreation require direct and active involvement by Parks and Recreation staff in the planning, coordination, and actual presentation of the event. Events officially sponsored by City Council offices require direct and active involvement by the Council/Mayor and/or their staff. Community events officially sponsored by the City must be accompanied by a written confirmation from a City Council staff representative or the appropriate City department appointing authority.

City Pools

American Red Cross Courses

Course fee does not include American Red Cross support service fee, books, or other course materials. Instructions for paying the American Red Cross for these items will be provided prior to the first date of class.

Pool Closure Policy

For pool entrance fees, there will be no refunds granted for emergency closures due to pool contamination or inclement weather. Patrons with paid facility admission receipts who must leave a pool due to such emergency will be issued a voucher for admission that will be valid for 1 year from the date of the incident.

Priority Use of Pools

The following priorities for swimming pool use have been established:

- (1) Department staff conducted programs.
- (2) Public school district - and public school - sponsored teams or learn-to-swim programs during regular season activity.
- (3) Non-season public school district or school sponsored teams. Non-profit and private, non-commercial groups (birthday parties, etc.). Proof of non-profit status will be required.
- (4) Profit groups, commercial groups and organizations. Includes non-public agency swim clubs.

Swimming Pool Rentals

Activities with over 25 participants and/or other specialized activities may require additional guards as determined by Pool Manager. All permittees conducting classes or programs must be certified and provide proof of certification in the activity being conducted. Number of lanes available for non-exclusive pool rental and pool configuration is determined by the Pool Manager.

Security, cleaning deposits, and insurance may be required, and will be determined by the Pool Manager.

Youth Swim and Youth Water Polo Teams

Monthly rate cannot be prorated or refunded for absences. Fees reflect City-staffed teams.

Athletic Programs

The City of San Diego manages athletic fields, gymnasiums and outdoor courts (hardscape or sand) throughout the City to serve the recreation needs of its citizens. These facilities are used for activities conducted by the Parks and Recreation Department (Department). Other groups and organizations may schedule use of the athletic fields, gymnasiums and outdoor courts when available. The Department reserves the right to modify priority classifications and seasonal sports priorities, and to establish new priorities for other activities, at its sole discretion. (Mission Bay and Shoreline areas excluded and fees will remain as is until a Cost-of-Service Study is completed.)

All organized activities require use fees and a permit, including athletic activities, sports games, practices, clinics, sports classes, commercial activities (including for-profit leagues), tournaments, and all school-based or organized athletics on an athletic field, gymnasium or outdoor court.

Leagues consists of a minimum of four (4) teams that participate in athletic competitions against each other at a City field or court. An organization with four (4) or more teams that practices at a City of San Diego park or court but participates in competitions exclusively at fields or courts from another jurisdiction is not considered a City league and must pay the appropriate hourly rates.

Clinics are instructional events conducted on a single non-recurring date in which the participants are primarily registered participants or affiliates of a permitted league. Examples include coaches’, officials’, and player development clinics. Hourly fees will apply unless the clinic is offered for free as part of a league permit. Camps cannot be offered as part of a league permit and must pay the applicable hourly rate.

In-season League Play consists of a maximum of 26 weeks that includes tryouts, clinics, practices, scrimmages and games hosted by a league for its participants. League Play is calculated as one practice and one game per week per team. If space is available, practices can be allowed up to 2 times a week. Hourly rates will apply for non-league activities. The calendar below sets seasonal sports priorities for “In-season League Play.”

Youth Sports	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Baseball		x	x	x	x	x	x					
Basketball	x	x	x	x	x							x
Football								x	x	x	x	x
Lacrosse		x	x	x	x	x	x					
Soccer								x	x	x	x	x
Softball		x	x	x	x	x	x					
Rugby	x	x	x	x	x							x
Volleyball		x	x	x	x			x	x	x	x	

Adult Sports	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Baseball			x	x	x	x	x	x	x	x	x	x
Basketball	x	x			x	x	x	x			x	x
Football								x	x	x	x	x
Lacrosse			x	x	x	x	x	x	x	x	x	x
Soccer			x	x	x	x	x	x	x	x	x	x
Softball			x	x	x	x	x	x	x	x	x	x
Rugby	x	x	x	x	x							x

Volleyball									x	x	x	x
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Priority Use Designations

The Department has established priorities for scheduling use of athletic fields, gymnasiums and outdoor courts (hardscape and sand) for sports activities as detailed below.

Athletic fields at joint-use sites, as designated in the Fee Schedule, maybe permitted by any youth sport group or adult sport group after school and on weekends if allowed by the relevant joint-use agreement for that site. The specific start time for evening hours is determined by the Department for each athletic facility, based on the needs of the community.

Within each priority level, youth and adult sports are prioritized as follows:

1. Youth sport groups have priority during daytime hours Monday-Saturday, generally starting at 7:00 a.m. and ending between 6:00 p.m. and 7:00 p.m.
2. Adult sport groups have priority during evening hours Monday – Saturday, generally starting between 6:00 p.m. and 7:00 p.m. and all day on Sundays.
3. The specific start time of evening hours for adult sports is determined by the Department for each athletic facility.

Priority 1 – Department Programs

Programs provided by Department employees, contractors, and/or volunteers.

Priority 2 – Special Use Permit Holders and Lease Holders

Programs with long-term (3 or more years) special use permit or leases at designated a site/facility.

Priority 3 – Schools with Joint-Use Agreements

School programs operating during normal school hours plus 30 minutes before and 30 minutes after school, during the normal school year (traditional/year-round) at designated joint-use sites (identified in the appendix), unless otherwise designated in the applicable Joint-Use Agreement.

Priority 4 – In-season City Sports Groups Programs

Programs consisting of 75% City residents and operating during their designated seasonal period of activity, provided that the group conducts an "open to all" registration regardless of skill level and promotes an "everyone plays" philosophy.

Priority 5 - Out-of-season City Sports Programs

Programs consisting of 75% City residents and operating **outside** of their designated seasonal period of activity, or **who selectively choose players according to skill level** (i.e. everyone does not make the team).

Priority 6 – Non-City Sports Program

Programs consisting of less than 75% City of San Diego residents, nonprofit recreation or community service groups (open to the public), and other non-profit private groups composed of less than 75% City of San Diego residents.

Priority 7 – Commercial organizations
Promotional or commercial groups and organizations.

Designated Area of Play

Multipurpose fields with multiple fields will be charged per hour per allocated playing field. The number of fields is defined by the designated area of play on a field that is either a lined, coned off section or designated area where a game or activity will be conducted for any given sport.

A gymnasium or outdoor court with multiple courts will be charged per hour per allocated playing court. The number of courts is defined by the designated area of play on a court that is either a lined, coned off section or designated area where a game or activity will be conducted for any given sport. Outdoor court includes all hardscape, sand, grass or other areas used as a designated area of play.

Violation of City Policy by User Groups

It is the policy of the Parks and Recreation Department to ensure that all user groups have equal opportunity to permit facilities. At the discretion of the Parks and Recreation Director, or their designee, failure to comply with any of the following requirements may result in cancellation of permit without refund and a 1-year sanction whereby the sanctioned organization will only be permitted after other priority groups have been permitted.

1. Organizations may only permit the minimum number of athletic fields, gymnasiums and outdoor courts required to adequately operate their program. The permitting of facilities to keep other organizations out of an area is strictly prohibited.
2. Organizations are required to cancel permitted athletic fields, gymnasiums and outdoor courts that are no longer needed.
3. Organizations are prohibited from subdividing or subleasing permitted athletic fields, gymnasiums and outdoor courts to other organizations.
4. Organizations must not use an athletic field, gymnasium or outdoor court without a valid permit. In addition to sanctions the organization will be billed at the hourly City rate and the RCF hourly rate.
5. Organizations must not utilize athletic facilities that are closed for rest, maintenance or renovation.

Permit Refund Policy

Written refund applications must be submitted, using the Application for Miscellaneous Refund Form (COM-6), in person at the facility where the permit is issued. Refunds will be processed in accordance with the cancellation/refund procedures as stated in the Parks & Recreation Fee Schedule. **A 3.56% processing fee will be deducted from all refunds.**

- 1) League Reservations for Fields and Indoor/Outdoor Courts: Refund is based on the date that the written cancellation/refund application is submitted.
 - 96.5% refund - 14 or more calendar days prior to the first scheduled use
 - No refund for requests received less than 14 calendar days prior to the first scheduled use
 - Field and Court Reservation Fees are non-refundable
- 2) Grounds Use Fees: Refund is based on the date that the written cancellation/refund application is submitted.
 - 96.5% refund (less \$50) - 60 calendar or more days prior to the event
 - No refund for requests submitted less than 60 calendar days prior to the event
- 3) Outdoor Court (except leagues) and Kumeyaay Campground: Refund is based on the date that the written cancellation/refund application is submitted.
 - 96.5% refund - 14 calendar days or more prior to use
 - No refund for requests submitted less than 14 calendar days prior to use
- 4) Building, Field, Picnic Shelter, Recreation Center Fund Fees and All Other Permit Rentals (not identified above): Refund is based on the date that the written cancellation/refund application is submitted.
 - 96.5% refund - 30 calendar days or more prior to use
 - 75% refund - less than 30 calendar days prior to use
 - 50% refund - less than 10 calendar days prior to use
 - No refund for requests less than 48 hours prior to use
- 5) Pool Rentals: Refund is based on the date that the written cancellation/refund application is submitted.
 - 96.5% refund – 14 or more calendar days prior to use
 - 75% refund – 48 hours or more prior to the first day of use of a monthly rental
 - Late cancellations will be charged 25% of the fee paid

Requests for refunds due to rain will be approved (less processing fees) provided that a written request (Application for Miscellaneous Refund Form COM-6) is submitted within 48 hours after the scheduled event. Building rental permits cannot be cancelled due to rain (excluding picnic shelters).

Recreational Programs Refund and Transfer Policy

Written refund applications must be submitted, using the Application for Miscellaneous Refund Form (COM-6), in person at the facility where the program occurs. Civic Dance refund request shall be referred to the Civic Dance program office at 619-235-5255. Refunds will be processed in accordance with the following policy:

- 1) Refund Policy Exclusions:
 - A 3.56% processing fee will be deducted from all refunds
 - No refund or transfer for non-attendance at any class
 - No credits to account

- No refunds for costumes or equipment
 - Activity fees less than \$10.00 will not be refunded
- 2) Classes: Refund is based on the date that the written application is submitted.
- 96.5% refund – 3 or more calendar days prior to the first day of the class
 - 75% refund - less than 3 calendar days prior to the first day of class
 - No refund for requests submitted 24 hours after the first day of class
- 3) Camps: Refund is based on the date that the written application is submitted.
- 96.5% refund - 10 or more calendar days prior to the first day of camp
 - 50% refund – less than 10 calendar days prior to the first day of camp
 - No refund or transfer for requests less than 48 hours prior to the first day of camp
- 4) Leagues: Refund is based on the date that the written application is submitted.
- 96.5% refund - 10 or more calendar days prior to the first scheduled game
 - 50% refund – less than 10 calendar days prior to the first scheduled game
 - No refund or transfer for requests after the first scheduled game.
- 5) Swimming Lessons: No refunds unless swimming lessons are cancelled by City staff. Transfer to another class may be permitted by the Pool Manager, at their sole discretion. No refunds for emergency closures due to pool contamination.
- 6) One-day Activity/Field Trips: Refund is based on the date that the written application is submitted.
- 96.5% refund - 20 or more calendar days prior to the Activity or Field Trip
 - No refund for requests submitted less than 20 calendar days prior to the Activity or Field Trip.

GENERAL INFORMATION

The City of San Diego has 60 Recreation Centers, 15 Pools, 7 Skate Parks and many other recreational facilities that serve both residents and visitors of all ages, abilities and income levels. We also manage more than 400 park assets with over 40,000 acres, 26 miles of shorelines, three municipal golf courses and a historical cemetery.

Visit the Parks and Recreation home page for more details:

[Parks and Recreation | City of San Diego Official Website](#)

Recreation Center Information

[Recreation Centers | Parks & Recreation | City of San Diego Official Website](#)

City Pool Information

[Pools | City of San Diego Official Website](#)

Joint Use Locations

<https://www.sandiego.gov/park-and-recreation/parks/jointusefacilities>

Mount Hope Cemetery

A City-owned and operated cemetery that is the final resting place of some of San Diego's most notable citizens and is located at 3751 Market St.

[Mount Hope Cemetery | Parks & Recreation | City of San Diego Official Website](#)

Campground Information

Mission Trails Regional Park and Kumeyaay Campground

<https://www.sandiego.gov/park-and-recreation/parks/osp/mtrails>

Fiesta island

<https://www.sandiego.gov/park-and-recreation/parks/regional/missionbay/fiestaisland>

San Diego Municipal Code – 63.01 Use of Park Areas

<https://docs.sandiego.gov/municode/MuniCodeChapter06/Ch06Art03Division01.pdf>