

NOTICE OF REGULAR MEETING

Pursuant to Section 54954.2 of the Government Code of the State of California, a Regular meeting of the **PARKS AND COMMUNITY SERVICES COMMISSION** is hereby called for:

Date/Time: Thursday, March 7, 2024, at 7:00 p.m.
(or as soon thereafter as possible)

Location: City Hall Council Chambers
333 Civic Center Plaza, Tracy

THIS MEETING WILL BE OPEN TO THE PUBLIC FOR IN-PERSON PARTICIPATION PURSUANT TO GOVERNMENT CODE SECTION 54954.3 WHICH STATES THAT EVERY PUBLIC MEETING SHALL PROVIDE AN OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE COMMISSION ON ANY ITEM, BEFORE OR DURING CONSIDERATION OF THE ITEM, HOWEVER, NO ACTION SHALL BE TAKEN ON ANY ITEM NOT ON THE AGENDA.

MEETING AGENDA

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Items from the Audience - In accordance with Council Meeting Protocols and Rules of Procedure, adopted by Resolution No. 2019-240, and last amended by Resolution No. 2021-049, a five-minute maximum time limit per speaker will apply to all individuals speaking during "Items from the Audience/Public Comment". For non-agendized items, the Commission may briefly respond to statements made or questions posed by individuals during public comment; ask questions for clarification; direct the individual to the appropriate staff member; or request that the matter be placed on a future agenda or that staff provide additional information to Commission.
5. Approval of Meeting Minutes
 - a. **REVIEW AND APPROVE THE SPECIAL MEETING MINUTES FROM: February 13, 2024**
6. New Business
 - a. **HEAR APPEAL OF FACILITY PERMIT SUSPENSION FOR S&H ATHLETICS AND APPROVE STAFF'S RECOMMENDATION TO UPHOLD THE SUSPENSION.**
 - b. **REVIEW AND APPROVE SUPPORT OF STAFF'S RECOMMENDATION TO CITY COUNCIL REGARDING THE ADOPTION OF THE FISCAL YEAR 2024-2025 RECREATION PROGRAM AND FACILITY USE FEE SCHEDULE**
7. Staff items (Verbal Report)
 - a. **RECEIVE THE SPORTS FIELD QUARTERLY REPORT**
 - b. **RECEIVE THE YOUTH & TEENS REPORT**
 - c. **RECEIVE THE SENIORS QUARTERLY REPORT ON NEEDS & CONCERNS**
8. Items from the Commission
9. Adjournment

AGENDA POSTED: March 1, 2024

The City of Tracy complies with the Americans with Disabilities Act and makes all reasonable accommodations for the disabled to participate in public meetings. Persons requiring assistance or auxiliary aids in order to participate should call City Hall at (209) 831-6000 at least 24 hours prior to the meeting.

Any materials distributed to the Parks and Community Services Commission regarding any item on this agenda will be made available for public inspection in the Parks and Recreation Department located at 333 Civic Center Plaza, Tracy, during normal business hours.

Full copy of the agenda can be found at the Tracy Library as well on the City's Website:

<https://www.cityoftracy.org/government/boards-and-commissions/parks-and-community-services-commission>

**COMMUNITY SERVICES COMMISSION
SPECIAL MEETING MINUTES
Tuesday, February 13, 2024**

1. CALL TO ORDER:

Chair Lieberg called the meeting to order at 6:00pm.

2. ROLL CALL:

- a. Present: Chair Lieberg and Commissioners Arbogast and Shrout
- b. Absent: Vice Chair Abercrombie & Commissioner Jimenez
- c. Staff Present: Justin Geibig, Recreation Services Supervisor, Joseph Viorge-Koide, Economic Development Technician, Jorge Barrera, Economic Development Manager, Kimberly Murdaugh, Interim Director of Parks & Recreation
- d. Recorded By: Andrea Pedigo, Executive Assistant and Norma Padilla, Administrative Assistant

3. PLEDGE OF ALLEGIANCE:

The pledge of allegiance was led by Chair Lieberg

4. ITEMS FROM THE AUDIENCE:

There were no public comments via the audience.

5. APPROVAL OF MEETING MINUTES

- a. Reviewed and Approved the Regular Meeting Minutes from **December 7, 2023**

ACTION: Commissioner Shrout motioned to approve the December 7, 2023, meeting minutes as written, and Commissioner Arbogast seconded the motion. Roll call found all in favor with a 3,0,0 vote. Passed and so ordered.

6. NEW BUSINESS:

- a. **REVIEW AND ACCEPT THE PARKS AND COMMUNITY SERVICES COMMISSION'S SUBCOMMITTEE RANKING AND FUNDING RECOMMENDATIONS FOR THE ALLOCATION OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS AND HOME INVESTMENT PARTNERSHIP PROGRAM (HOME) FUNDS FOR FISCAL YEAR 2024-2025 AND RECOMMEND APPROVAL TO CITY COUNCIL.**

Jospeh Viorge-Kiode, Economic Development Technician presented the staff report to the Commission.

Commissioner comments followed.

Marcia Kirk, Tracy resident and part of the Good Shepherd Community Church stated that this was the 1st time they submitted for the grant as they provide a tremendous amount of service for the homeless. She also mentioned they partner with Tracy Community Connections Center, Tracy Family Resource Center who also rents space out of their building. Good Shepherd Community Church provides community meals.

Good Shepherd Community Church submitted the grant as they are highly qualified to serve; however, they were not awarded funds.

Marcia Kirk mentioned the grant was going to be used on security as they have a lot of homeless who go through there building which sits within a neighborhood which had generated safety concerns from the neighbors.

Marcia Kirk would like to know what more they could do to receive funding as they want to continue to be able to serve the community. Marcia mentioned that they provided a warming center when the City of Tracy needed one as well as their emergency shelter when there was a community need. She stated they have very limited financial resources, and they are at a point where they need help and would like to know what they can do to partner with the City so they can receive some type of funding, even if it is revisiting some type of financial support as the security is a huge issue for them.

Marcia Kirk would like the City to help and asked how they can get help.

Comments followed by Chair Lieberg.

Jorge Barrera, Economic Development Manager let Marcia Kirk know that he could meet with her offline to see what help he can offer to help outside of CDBG and the City.

Marcia Kirk thanked staff.

Chair Lieberg encouraged her to continue to apply and hit on the key points that he stated earlier.

ACTION: Commissioner Shroul motioned to accept the Parks and Community Services Commission's subcommittee ranking and funding for the allocation of the CDBG funds for FY 2024-2025 and make a recommendation to City Council. Commissioner Arbogast seconded the motion. Roll call found all in favor with a 3,0,0 vote. Passed and so ordered.

7. ITEMS FROM THE COMMISSION:

Chair Lieberg stated that former city council member, Mary Mitracos had sued the Surland Developers regarding the Aquatic Center. Her lawsuit quote on quote won. The 2nd DA agreement was told to unwind, which went back to court and the judge stated it was unwound and finalized but there was no money awarded.

Chair Lieberg stated that Surland admitted they owe the city \$8M, however, they threatened to sue the city if they accept the 16 acres. Lieberg mentioned that the city has tried to negotiate with Surland, but it has not led to an agreement.

Surland's lawyer stated they aren't concerned with the city council suing, as they can't get 3 votes.

Chair Lieberg stated he spoke to council on Tuesday and provided his input.

Chair Lieberg mentioned that the Parks Commission is only an advisory commission and do not make decisions, however, he would like to request a 2nd from the commission to bring an item back to the commission. He is requesting a staff report on an update of the aquatic center, specifically asking for an action item for us to make a recommendation to City Council.

Commissioner Arbogast seconded the request of Chair Lieberg.

8. ADJOURNMENT:

Time of Adjournment: 6:26 pm

ACTION: Motion was made by Commissioner Shroust and seconded by Commissioner Arbogast to adjourn the meeting at said time of 6:26 pm. Roll call found all in favor, passed and so ordered with 3,0,0 vote.

The above agenda was posted at Tracy City Hall on February 8, 2024. The above are action minutes. A recording of the meeting is available at the Parks and Recreation Department.

Jolene Jauregui, Staff Liaison

CITY OF TRACY
PARKS & COMMUNITY SERVICES COMMISSION MEETING
March 7, 2024

AGENDA ITEM 6.a

REQUEST

**HEAR APPEAL OF FACILITY PERMIT SUSPENSION FOR S&H ATHLETICS AND
APPROVE STAFF'S RECOMMENDATION TO UPHOLD THE SUSPENSION.**

BACKGROUND

S&H Athletics, a local tournament organization, has violated the City's Sports Field Reservation Handbook and was given a written notice of suspension of their facility permit. S&H Athletics has requested the Parks and Community Services Commission to hear their appeal.

DISCUSSION

The purpose of the City of Tracy's Sports Field Reservation Handbook is to establish guidelines for staff to allocate City-owned and operated sports fields to applicants on an annual allocation basis. The Handbook designates priority classification groups, in-season priority sports, and the Annual Field Allocation process and schedule, in addition to codifying rules and regulations for sports field rentals.

Each year, prior to the Annual Sports Field Allocation Process, City staff presents the current Handbook to all sport user groups, to educate them on the current policies and procedures, and solicits feedback/changes for the upcoming handbook update. During the allocation process, a representative from each organization is required to sign an Acknowledgment Form indicating they will be responsible to ensure their entire organization will abide by the Handbook policies and procedures.

On January 24, 2024, City staff met with S&H Athletics to discuss recent discoveries and inaccuracies involving S&H Athletics tournament requests for 2024 and presented the following information:

- S&H was unable to be identified on the following required websites, Franchise Tax Board and Secretary of State to qualify for a non-profit priority classification.
- Staff was unable to identify a website, social media page, tournament flyer(s) or link to any information related to S&H Athletics' tournaments for 2024.
- Dates from S&H Athletics' approved City of Tracy facility use permit were discovered on another for profit organization's website, 1st To 3rd promoting tournaments on the following dates at City of Tracy sports fields facilities: February 24-25, March 9-10, March 23-24, April 20-21, June 1-2, and June 14-16. Furthermore, the flyers and registration information listed on the organization 1st To 3rd website failed to include S&H Athletics anywhere as the host or tournament organizer.

- City staff received written confirmation (text messages) from an individual detailing S&H Athletics soliciting City of Tracy field reservations to other organizations specifying the exchange process (i.e. costs, payment process, splitting gate fees).

S&H Athletics was informed that they failed to follow the City of Tracy's Policies and Procedures listed the Sports Fields Reservation Handbook due to the following reasons:

Subleased City fields to another organization. According to the Sports Fields Reservation Handbook, Subleasing of Fields, page 18, "When permits are issued, a specific field(s) is reserved for the user, to the exclusion of others. Groups may not assign their scheduled time to other groups. Any such action will result in the loss of rental/allocation privileges".

After S&H was given an official written notice of suspension of their facility permit due to the violation, S&H Athletics submitted a request to appeal to the Parks and Community Services Commission.

Per the Parks and Community Services Commission by-laws, the Commission shall hear the appeal of the facility permit suspension at the March 7, 2024, meeting.

RECOMMENDATION

That the Parks and Community Services Commission hear the appeal of the facility permit suspension for S&H Athletics and approve staff's recommendation to uphold the suspension.

Prepared by: Justin Geibig, Recreation Services Supervisor

Reviewed by: Jolene Jauregui, Interim Parks & Recreation Director

ATTACHMENTS:

Attachment A: Suspension Notice – S&H Athletics
Attachment B: S&H Athletics Request to Appeal
Attachment C: S&H Athletics Acknowledgement Form 2024
Attachment D: Sports Fields Reservation Handbook 2024



PARKS & RECREATION DEPARTMENT
Community Facilities Division

MAIN 209.831.6200
FAX 209.831.6218
www.ci.tracy.ca.us

February 14, 2024

S&H Athletics
1215 Nabih Hamdan Court
Manteca, CA 95337

Re: Sports Field Reservation Handbook Violation: 1-Year Suspension

Mr. Jeremy Harrison,

This letter is an official written reprimand to S&H Athletics for failure to follow the City of Tracy's Sports Fields Reservation Handbook Policies and Procedures. On Wednesday, January 24, 2024, our Recreation Services Supervisor scheduled a meeting with you to discuss recent discoveries and inaccuracies involving your organization's tournament requests for 2024. To recap the conversation, staff presented the following information:

- S&H Athletics was unable to be identified on the following required websites, Franchise Tax Board and Secretary of State to qualify for a non-profit priority classification.
- Staff was unable to identify a website, social media page, tournament flyer(s) or link to any information related to S&H Athletics' tournaments for 2024.
- Dates from S&H Athletics' approved City of Tracy facility use permit were discovered on another for profit organization's website, *1st To 3rd* promoting tournaments on the following dates at City of Tracy sports fields facilities: February 24-25, March 9-10, March 23-24, April 20-21, June 1-2, June 14-16. Furthermore, the flyers and registration information listed on the organization *1st To 3rd* website failed to include S&H Athletics anywhere as the host or tournament organizer.
- City staff received written confirmation (text messages) from an individual detailing S&H Athletics soliciting City of Tracy field reservations to other organizations specifying the exchange process (i.e. costs, payment process, splitting gate fees).

As the representative(s) of S&H Athletics you are responsible for the actions of the organization and for following the policies and procedures listed in the Sports Fields Reservation Handbook. During the discussion on January 24, 2024, we informed you that S&H Athletics has failed to follow the City of Tracy's Policies and Procedures listed in the Sports Fields Reservation Handbook due to the following reasons:

- S&H Athletics subleased fields to another organization. According to the Sports Fields Reservation Handbook, Subleasing of Fields, page 18, "When permits are issued, a specific field(s) is reserved for the user, to the exclusion of others. Groups may not assign their scheduled time to other groups. Any such action will result in the loss of rental/allocation privileges".

February 14, 2024

Page 2 of 3

Therefore, the following measures shall be applied to your organization:

- **Suspension of your organizations (S&H Athletics and NorCal Choppers) permit privileges for use of City of Tracy Sport fields for one (1) year, starting February 1, 2024 – February 1, 2025**
The permit suspension includes use of any sports fields facility which require a permit including first come, first served parks for the purpose of softball games or practices.
- **Loss of scheduling priority for your organizations for the 2025 allocation year**
Applications for any fields from your organization will be considered as a Priority Classification E, according to the Sports Fields Reservation Handbook Field Allocation Priority Classification if the suspension is lifted.

If participants in your organization are found to be utilizing sports fields for the purpose of softball games or practices during your suspension period, participants will be asked to vacate the fields, and your organization will be charged with an additional violation. These actions are being taken in accordance with the City of Tracy policies and procedures as detailed in our Sport Field Reservation Handbook – which you have acknowledged reviewing and have signed (Attachment 1).

According to the City's sports field rental policy, fields that were originally issued to you in the 2024 calendar year will be released on a first-come, first-served basis. Rental fees shall be returned to you per the cancellation policy in the Sports Field Reservation Handbook.

Should continuing violations of the City's Sports Field Allocation policies and procedures occur, further disciplinary action shall be taken, up to and including permanent suspension of rental of City of Tracy facilities.

According to the Tracy Municipal Code, section 4.16.160, your organization has the right to appeal the suspension directly to the Parks and Community Services Commission. To submit your appeal, you must complete and submit the Request for Appeal Form (Attachment 2) to the Community Facilities Division no later than Friday, February 23, 2024, to be placed on the agenda. The next Commission meeting shall take place on Thursday, March 7, 2024, at 7:00 pm in City Hall Council Chambers.

The City of Tracy takes the violation of policies and procedures seriously and expects your cooperation moving forward.

Thank you,



Jolene Jauregui-Correll
Interim Parks and Recreation Director

February 14, 2024

Page 3 of 3

CC: Brian MacDonald, Interim Public Works Director
Todd Rocha, Public Works Superintendent
Justin Geibig, Recreation Supervisor
Katie Akre, Recreation Coordinator
Kade Lovell, Recreation Coordinator

Enc: Attachment 1: S&H Athletics Acknowledgment Form 2024
Attachment 2: Request for Appeal Form



City of Tracy
333 Civic Center Plaza
Tracy, CA 95376

PARKS & RECREATION DEPARTMENT
Community Facilities Division

MAIN 209.831.6200
FAX 209.831.6218
www.ci.tracy.ca.us

Request for Appeal

Name / Organization: S&H Athletics

Address: 1215 Nabih Hamdan Ct City Manteca State CA Zip 95337

Home # _____

Cell # 209-346-0668 Contract / Permit # _____
(Required)

Work # _____

Please detail the grounds for your appeal below. Additional pages may be used if more space is needed.

Hello, this request to appeal is based on the fact the the charges levied against us are catagorically false.
I nor my any agents contact any other party to act as a 3rd party to subleasing fields with any party.
I believe that any text shown are falsified documents in an act of vengence with a disgruntled party
When I in fact refused to work with him because it would be considered sub leasing. In addition Mr.
Kappmeyer is a non-voting board member of S&H Athletics and a business partner of mine. Any
seemingly wrong doing is not intentional but rather ignorance of any rules violations. Proceeds from
events hosted at Tracy fields have all gone to S&H athletics, while using PGF's platform for hosting
Tournanaments. We're a start up non-profit and have yet to establish an on-line presence but am attemptin
to remedy that. Please see attached email and other documents that show the depth of this issue and
provide proof of Mr. Kappmeyer's and my relationship being a partnership and not a sub lease.
I, as an official representative of the organization and/or whose name appears on the contract / permit # stated above,
by signing below verify that the information contained in this appeal is true and correct to the best of my knowledge, and
that I have read and understand the policies and procedures pertaining to the appeal process.

Signature Jeremy Harrison Date 02/23/2024

Tracy Municipal Code section 4.16.160 provides, in part, as follows: This appeal must be filed with the Parks and Recreation Director and state the grounds for appeal. Regular meetings of the Parks and Recreation Commission are scheduled in accordance with section 2.04.020 of the Tracy Municipal Code (usually the first Thursday of each month). The appeal must be filed no later than noon on Thursday a week preceding the Parks and Recreation Commission meeting to be placed on the next regular meeting's agenda. The decision of the Parks and Recreation Commission may be appealed to the City Council who has final authority. Please be advised that, if there is insufficient time for a timely appeal to be heard by the Parks and Recreation Commission prior to the date on which the event is scheduled, the applicant may, at his or her option, request the Parks and Recreation Director to schedule the appeal to be heard before the City Manager. The City Manager shall attempt to hold a hearing no later than three (3) business days after the filing of the appeal, and shall render his decision no later than two (2) business days after hearing the appeal. If the appeal is heard before the City Manager, the City Manager's decision is final.

City of Tracy Sports Field Reservation Handbook: 2024 Allocation Year

**SPORTS FIELD RESERVATION HANDBOOK
ACKNOWLEDGEMENT FORM**

I, Jeremy Harrison have read and understood the policies and procedures contained in the City of Tracy, Sports Field Reservation Handbook ("Handbook"), and agree to abide by them. I have retained a copy of the Handbook for my reference and will share the information contained in the Handbook with the organization or league that I represent.

I understand that, as the representative of my organization or league, I am responsible for any and all conduct by players, parents, coaches, and visitors, both on and off the field, while on City property and for enforcing the policies and procedures set forth in this Handbook.

I understand that the City of Tracy has the right to stop all play, cancel and/or revoke my Facility Use Permit, if a violation of the policies and procedures contained in the Handbook are made by me, a coach, player or other league representative(s).

Jeremy Harrison

Printed name of facility user

Jeremy Harrison

Signature of facility user

01/24/2024

Date

S&H Athletics

Name of organization

CITY OF TRACY

Sports Field Reservation Handbook

2024 Allocation Year

Finalized by the Parks & Community Services Commission
at its November 2, 2023 regular meeting



Think Inside the Triangle™

Parks & Recreation Department
Community Facilities Division
333 Civic Center Plaza, Tracy, CA 95376
Phone (209) 831-6201
Fax (209) 831-6218
Email sportsfields@cityoftracy.org

TABLE OF CONTENTS

Introduction/Contact Information	Pages 3-4
General Rules & Scheduling	Pages 5-9
Annual Field Allocation Process	Pages 10-12
Sports Field User Fees	Pages 13-14
General Field & Facility Use Policies	Pages 15-18
Rules of Conduct	Page 19
Special Permits & Requests	Pages 20-21
Additional Tournament & Special Event Requirements	Pages 22-23
Measures to Ensure Adherence to Policy	Page 24
City Sports Facilities Chart	Page 25
Map of City Facilities	Page 26
User Acknowledgement Form	Page 27

SPORTS FIELD RESERVATION HANDBOOK

INTRODUCTION

Thank you for considering the City of Tracy for your next sporting event, game or practice. The City's Parks & Recreation Department, through its Community Facilities Division, administers the allocation and reservation of City-owned and operated sports fields to non-profit, private and commercial users.

The City of Tracy recognizes the importance of providing safe, well-maintained and aesthetically appealing fields to all users. The policy provided herein reflects this philosophy, as well as the City's desire to provide an outstanding quality of life through park amenities and facilities.

Please carefully review this handbook prior to submitting your request for field usage and sign the Acknowledgement Form on the last page of the Handbook to signify that you (and/or the representing organization) have read and understood the information and policy herein.

Contact information for the Community Facilities Division is as follows:

Tracy City Hall
333 Civic Center Plaza
Tracy, CA 95376

City Hall Business Hours

Monday – Thursday 8:00 am – 6:00 pm
*Friday** 8:00 am – 5:00 pm

*City offices are closed every other Friday. Please call ahead for office availability.

Phone (209) 831-6201
Fax (209) 831-6218
Email sportsfields@cityoftracy.org

City website: www.cityoftracy.org

Facility Attendant (Patrol): (209) 640-2733
Facility Attendant (Tracy Sports Complex): (209) 814-0706
Facility Attendant (Legacy Fields): (209) 362-0076

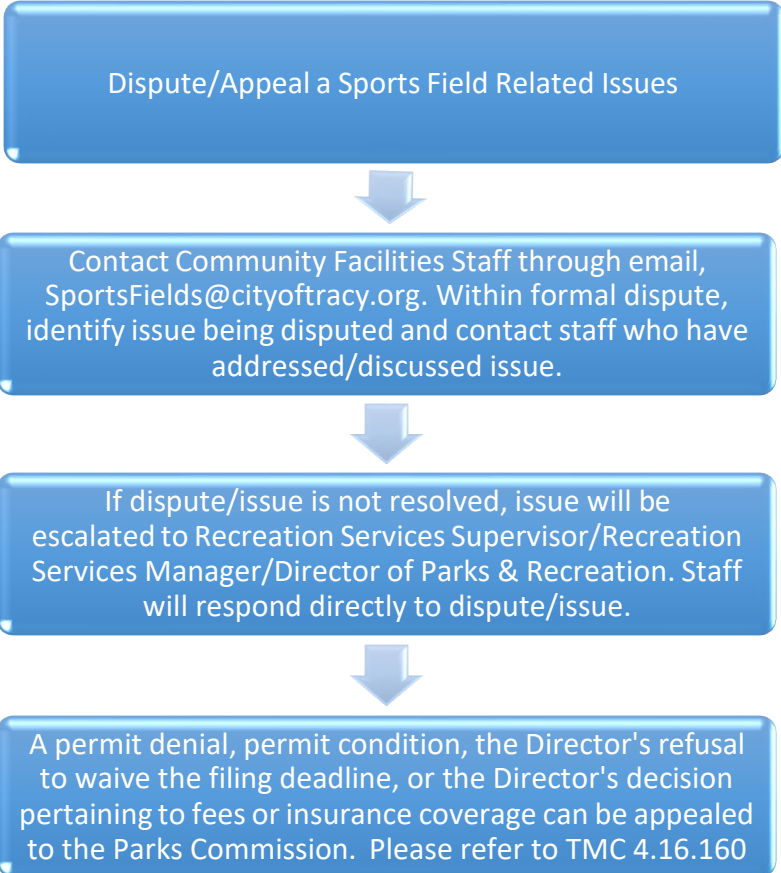
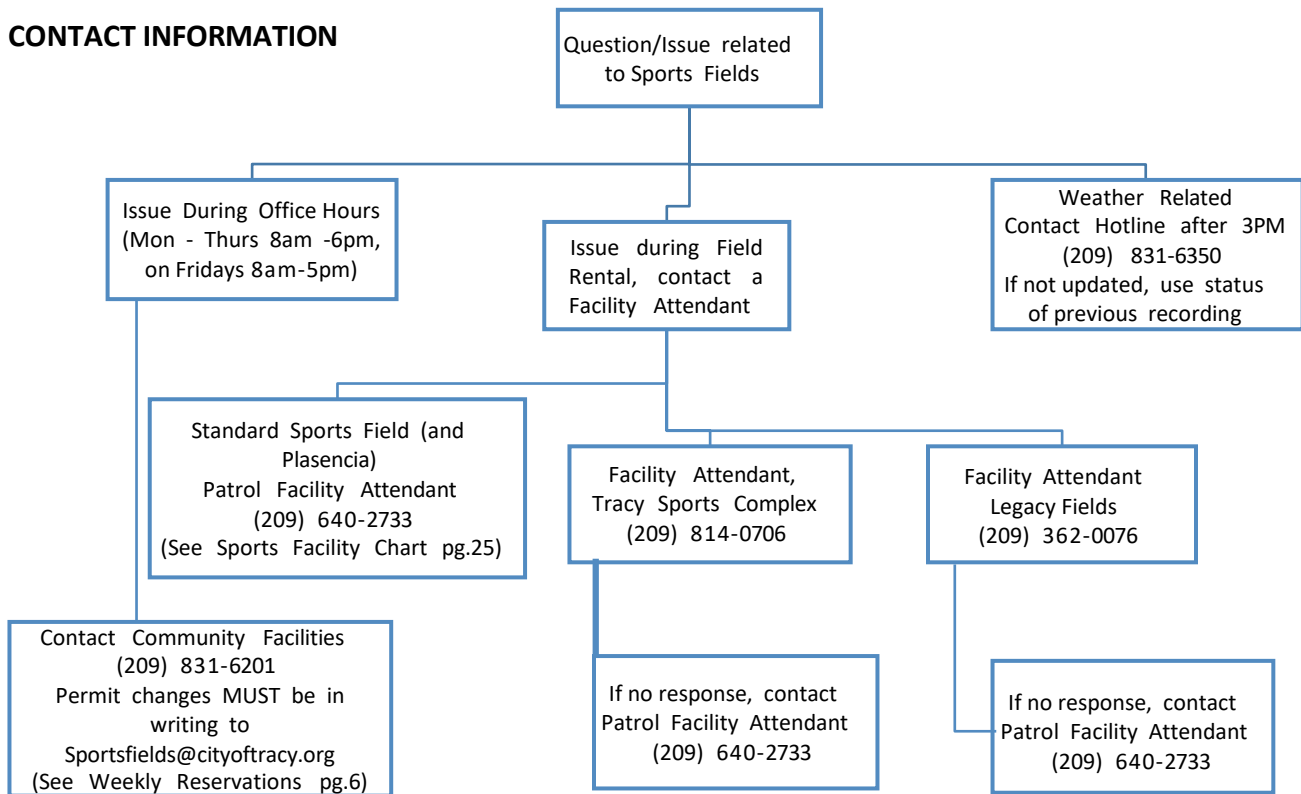
Weather/Field Condition Hotline (*updated by 3 pm with changes*): (209) 831-6350

Musco Light Control (877) 347-3319**

**unique organization login and user code needed to control lights

Email sportsfields@cityoftracy.org to receive username and code.

CONTACT INFORMATION



GENERAL RULES/SCHEDULING

Hours of Use

- Sports field rental hours: 9:00 am – 10:00 pm (may vary based on specific site/facility)
- A minimum one-hour rental is required per field.
- Rentals on City Holidays are contingent upon staff availability.

Allocations & Scheduling

- Fields are initially allocated during the **Annual Field Allocation Process**. Requests for additional use of fields after the Field Allocation period will be addressed on a first-come, first-served basis.
- Only an Authorized Agent listed on the City's field rental account will be allowed to book fields for their affiliated organization or request changes to organization's permit(s). Organizations are allowed up to five (5) authorized agents. Coaches or other individuals must receive permission in writing from their league representative to book fields for the organization, or under the organization's name.
- Fields shall be assigned based on the **Field Allocation Priority Classification** and the **In-Season Priority Schedule**. If two or more user groups fall equally within the same classification, the City of Tracy will consider the following factors when allocating fields: percentage of Tracy residents in the organization, size of the organization, number of field hours requested, returning events/ tournaments, and performance history. (See **Live Draft** on p. 10 for more information).
- During initial allocations, fields will be assigned to organizations by size of rosters as a total percentage of all groups within the classification group, of all available hours and/or fields are at a single complex.
- The City reserves the right to cancel any event as deemed necessary for the safety of all participants and in the best interest of the sports park. Reservations or events that have a history of issues may be required to provide additional security at the expense of the applicant prior to approval.
- All first-come, first-served field reservations requests and all field prep requests must be submitted and paid for a minimum of five (5) business days in advance AND by 12:00 noon on the Monday prior to the rental. Permit changes (different from field requests) must be submitted by 6:00 PM, Monday to be processed by 12:00 noon, Wednesday of the week. Schedules for the upcoming week are finalized at this time and no further changes will be made to the schedule.
- **Submittal of an application does not guarantee that the rental request has been authorized.**

Tournament Allocations & Scheduling

- Tournaments or events that have been occurring on a specific date or weekend that are rooted in historical significance (i.e hosted for multiple years) will be given priority; the dates and tournament rental request must still be submitted in writing during the allocation period.
- For Legacy Fields and Tracy Sports Complex, in season priority will be given to local teams on the weekends, while tournaments will be given priority for secondary use (i.e. baseball/softball tournaments will have priority July-December and soccer tournaments will have priority January-June). Additionally, one ballfield wagon wheel (5 fields) at Legacy Fields Sports Complex will be designated for weekend tournament usage, July-December.
- Tournament Directors will be required to pay the non-refundable application fee and deposit at time of submittal of application. (See **Field Use Fees**, p. 13) Tournament payments are due 30 days prior to the tournament start date.
- Field Prep request for Tournaments are due on Monday, two weeks prior to tournament.
- All Tournament Directors are required to have a traffic control plan and additional volunteers/staffing for parking. If additional staffing is needed from the City, staffing and parking fees will be charged to the permit.

Facility Use Permits

- Permitted hours of use must include set-up and clean-up time. Setup and clean-up time should not exceed 1-hour.
- The field(s) must be vacated at the time specified in the Facility Use Permit. Users may not access field(s) prior or exceed their permitted rental time. Users that violated their permitted rental time, will be subject to disciplinary measures following the **Measures to Ensure Adherence to Policy**, see page 24.
- Field users must have a copy of their Facility Use Permit on hand during each rental and must be prepared to present it to City staff on demand; electronic versions are acceptable. Field users without permits may be asked to vacate the field (See **Rules of Conduct** p.19).
- Permission for activities beyond the scope of normal league play (practices or games) must be requested in writing at least 30 days in advance, and approved activities must be listed on the Facility Use Permit (See **Special Permits & Requests** p.20).
- Use of Placencia Fields, Legacy Fields, and Tracy Sports Complex is **by permit only**. No drop-in use is permitted.
- The City reserves the right, on a case-by-case basis, to add conditions or modifications to the Facility Use Permit.
- The Facility Use Permit includes all approved days and times. Not all requests can be granted. Please check your permit carefully prior to scheduling practices and games.
- Reservations may not be transferred, assigned, or sublet.

Weekly Reservation/Field Prep Processing Schedule/Deadlines

Requests for changes to your permit need to be submitted in writing through email to SportsFields@cityoftracy.org (phone calls/verbal permit changes will not be accepted)

Weekly Reservation Change Type Deadlines	DAY	TIME
First Come - First Serve Field Request	Monday	Noon
Field Prep Requests – two weeks prior to games/tournaments	Monday	Noon
Request for Permit Changes	Monday	6:00 PM
New Field Requests that are Approved are Published	Wednesday	Noon
Field Prep Schedule Published	Wednesday	Noon
Permit Changes that are Approved and sent to requestor		As processed

Field Allocation Priority Classification

Field allocations will be established based on the following priority classification groups.

- A. City-sponsored or co-sponsored events and programs, including City recreational programs or leagues
- B. Tracy Unified School District, including Tracy High School softball program
- C. Organizations comprised of at least 80% Tracy residents
 1. Youth non-profit
 2. Youth commercial
 3. Adult non-profit
 4. Adult commercial
- D. Organizations comprised of less than 80% Tracy residents
 1. Youth non-profit
 2. Youth commercial
 3. Adult non-profit
 4. Adult commercial
- E. General public (private individuals)

“Commercial” use shall be defined as “Any activity conducted in or on a City facility where monies are collected for the specific purpose to financially benefit an individual, business or organization, non-profit corporations excluded.” **Please note, if all things are considered equal, special consideration will be given to organizations with historical significance to the City of Tracy and organizations past performance history.**

In-Season Priority Schedule

Scheduling priority shall be assigned to sports during their traditional, in-season time frames.

<i>Usage</i>	<i>January-June</i>	<i>July-December</i>
Primary User	Baseball/Softball/Cricket	Soccer/Football
Secondary User	Football/Soccer	Baseball/Softball/Cricket

Insurance

Insurance must provide protection from claims arising from injuries or damage to other people or property. The following items are required on the insurance certificate:

- Insured’s name is the same as listed on the sports field rental application.
- Minimum of \$1,000,000 General Liability Insurance, and \$2,000,000 Aggregate
- Name the City of Tracy as “Additional Insured”
- If selling items of any kind, a product liability endorsement to the user’s general liability is required.
- Certificate Holder: City of Tracy
Attn: Community Facilities Division
333 Civic Center Plaza
Tracy, CA 95376

Performance History

The City reserves the right to limit or revoke field allocations/access based upon an organization’s performance history including compliance with established rules and policies, field conditions after use, unruly behavior of participants and guests, or overdue or outstanding payment. Requests for field allocations will not be considered if unpaid or overdue balances exist on the user’s account.

Verification of Tracy Residency

Residency percentages will be established using rosters from the most current or prior applicable season (i.e Previous Spring Rosters for current Spring Application). Rosters must be submitted as sortable spreadsheets, i.e Microsoft Excel. Organizations or individuals that do not have rosters from the previous season will initially be assigned to Group D (they will then be re-prioritized by priority classification). Rosters must be submitted with the initial field request and must include the head coach’s full name, home address, email address, phone number, and each youth participant’s full name, gender, birthdate, home address, and phone number.

Proof of Non-Profit and Business Status

An organization's non-profit status must be on file, current, and in good standing in order to qualify for a non-profit priority classification. An organization must also demonstrate its business status. The following websites will be checked to confirm non-profit status during each allocation period and a New Non-Profit Verification Fee will be charged to each organization during the allocation process (See Sports Fields User Fees, pg. 13):

Tax Exempt Status – Used to check Non-Profit Status

1. Go to <https://apps.irs.gov/app/eos/>
2. In the "Search By" drop-down menu, select "Organization Name"
3. Enter the organization name in the Search Term box and click the blue "Search" icon
4. Scroll to the list of results, and click on the organization name (blue link)
5. Click "Print" to print the page, and attach document to application packet

Franchise Tax Board: Entity Status

1. Go to https://www.ftb.ca.gov/online/self_serve_entity_status_letter/index.asp
2. Click on the blue "Check Status" icon
3. Select search method "By Name"
4. Enter the Entity Name and click the "Perform Search" icon
5. Click on the Entity ID (blue link)
6. Note "Entity Status" (must be ACTIVE or REVIVED; cannot be REVOKED or SUSPENDED)
7. Click the "Generate Letter" icon, print the letter, and attach to application packet

Secretary of State, State of California

2. Go to <https://bizfileonline.sos.ca.gov/>
3. Select "Search" from the lefthand sidebar
4. Enter corresponding "Search Criteria" and click on the Search icon
5. Click on organization name (blue link)
6. Note "Status" (must be ACTIVE)
7. Print the page and attach to application packet.

Cancellation & Refund Policy

Any requested cancellations or changes made to the Facility Use Permit must be submitted in writing to the Community Facilities Division.

- *Practices/Games:* Cancellations made a minimum of 10 days prior to the practice or game will receive a full credit of rental fees. Any cancellations requested less than 10 days in advance will not receive any credit of fees.
- *Tournaments & Camps/Clinics:* Cancellations made a minimum of 30 days prior to the start of the tournament/camp/clinic will receive a full credit of rental fees. Any cancellations requested less than 30 business days in advance will not receive any credit of fees.

If an event is cancelled after it has started due to rain, air quality, or inclement weather conditions, such as high temperatures or weather that impairs vision, the base rental fee will be pro-rated to the percentage of games played, less 10% of the whole (e.g., if 70% of games were played, 60% of fee base would apply). All maintenance and light charges will apply for the time period that the fields were in use. Credits/refunds will not be issued for unused hours that were not caused by rainouts or inclement weather.

Temporary Handbook Changes in Response to Health Pandemics

In an event of a health pandemic, the City of Tracy may pilot various programs at alternative locations (i.e. Plasencia, Baseball Outfields, Legacy Soccer Fields) and will align with the turf management policy (See **Turf Management**, p.18) in order to maintain playable fields. Staff will continue to provide in-season priority to each respective sport but will also seek to accommodate other sports to alleviate schedule compaction issues.

Staff will align with and follow City, County, and State orders and guidelines for use of sports fields which may include but is not limited to mandatory submission of Safety Plans and/or Assumption of Risk Waivers to be kept on file with the City during any type of health pandemic.

ANNUAL FIELD ALLOCATION PROCESS

Each fall, the City of Tracy initiates its annual sports field allocation process for user groups interested in renting fields for the approaching calendar year. Field Allocation Applications can be obtained by contacting the Community Facilities Division at (209) 831-6201, in person at Tracy City Hall, or via email to sportsfields@cityoftracy.org.

Submittal of a Field Allocation Application does not guarantee that the rental request(s) has been authorized. Please remember to include map of planned field lining/subdivisions with dimensions for EACH field when requesting to paint fields.

Live Draft Process

1. Organizations will be prioritized using applications that were submitted by the application deadline (See **Allocation & Scheduling and Field Allocation Priority Classification**, p. 5-6).
2. Organizations will be “capped” on the initial allocation process, only being able to reserve a maximum number of premium field hours based on the prior year’s premium field usage. Organizations are expected to select fields at locations/facilities they reserved in the past unless they are looking to transition to fields that offer different amenities (i.e selecting fields at a complex that has lights where they were at a complex that did not offer lights). Once the initial allocation process has been completed, any open field availability will be allocated on a “first come first serve” basis.
3. Each organization will be given a scheduled time and date to meet with staff virtually or in-person to discuss/allocate fields. A “One Drive” Excel (or public shareable) document will be used as the initial field scheduler to track all organization’s requests. This Excel document will present “real time” field availability and will aid in the tracking of “capping” field usage. A link to the “One Drive” Excel document will be sent to all organizations prior to each live draft.
4. Virtual/In person meeting/invitations for draft time slots for each organization will be sent 1-week prior to each organizations draft time (based on the contact person/information submitted on their application).
5. **Staff will NOT go beyond the allocated time for each organization.** Organizations that do not finalize allocating fields during their scheduled time, will forfeit their priority during allocations.
6. After the Live Draft process, staff will send all organizations a “Draft” permit based on the fields allocated during the live draft for review. Organizations are responsible for reviewing and ensuring their permits are accurate (following the draft, but also throughout the season)

ANNUAL FIELD ALLOCATION PROCESS, CONT'D

Date	Process
Baseball/Softball/Football: June 12, 2023 Soccer/Cricket/Ultimeate: June 13, 2023	Field User Group Allocation Meetings <ul style="list-style-type: none"> • Field user groups come prepared to discuss their needs, issues and concerns and are encouraged to submit agenda items for discussion. • Meeting topics will also include maintenance updates, policy review, and field issues.
November 2, 2023	<ul style="list-style-type: none"> • Final review and approval of Handbook by Parks & Community Services Commission.
January-June Allocations	
September 29, 2023	Deadline to submit applications for practices/games, and special events (e.g., Opening Day) for January – June allocations, and ALL weekend tournaments for 2024. (Late submittals forfeit priority.)
October 2023	<ul style="list-style-type: none"> • Staff works with user groups to negotiate and adjust schedules. • Live Draft of fields will be conducted by staff • Staff issues draft field rental schedules and rental fee statements to each user group for January-June permits.
November 2023	<ul style="list-style-type: none"> • Staff issues final schedule for permits January-June. • Each user group that accepts the schedule and associated fees will receive a Facility Use Permit upon submittal of payment of permit application fee and all field deposits, plus proof of insurance.
July-December Allocations	
March 29, 2024	Deadline to submit applications for practices/games, and special events (e.g., Opening Day) for July – December allocations. (Late submittals forfeit priority.)
April 2024	<ul style="list-style-type: none"> • Staff works with user groups to negotiate and adjust schedules. • Live Draft of fields will be conducted by staff • Staff issues draft field rental schedules and rental fee statements to each user group for July-December permits.
May 2024	<ul style="list-style-type: none"> • Staff issues final schedule for permits July-December. • Each user group that accepts the schedule and associated fees will receive a Facility Use Permit upon submittal of payment of permit application fee and field deposits, plus proof of insurance.
June 2024	<ul style="list-style-type: none"> • Deadline for organizations to submit (in writing) handbook feedback/changes/proposals for staff to present to user groups at annual handbook meetings

ANNUAL FIELD ALLOCATION PROCESS, CONT'D

Grounds for Denial or Cancellation of Permit

- **Submittal of an application does not guarantee that the rental request has been authorized.**
- The City reserves the right to deny an allocation request to accommodate a City-sponsored/co-sponsored tournament and/or special event.
- A request may be denied, or a permit cancelled, on the grounds that the applicant has previously had a Facility Use Permit revoked in the City of Tracy or another jurisdiction for violation of permit conditions, or failure to fulfill any use requirement by the established deadline, including, but not limited to, the payment of facility fees or extra fees.
- Permits may be cancelled for failure to adhere to policies outlined in the Sports Field Reservation Handbook, as presented herein, or as contained in the Tracy Municipal Code (TMC 4.16.090).
- Applicants have the right to appeal a permit denial or cancellation (See **Measures to Ensure Adherence to Policy** p. 24).

Payments (See **Sports Field User Fees**, p.13)

- Permit Application Fee, Damage Deposit and Bases Deposit (if applicable) are due upon submittal of Facility Rental Application.
- Personal checks will **not** be accepted on behalf of a non-profit, for-profit, or commercial organization. Checks must be issued by the associated organization.
- Tournament payments are due 30 days prior to the tournament start date.
- Fencing and field prep fees are due no later than 5 business days prior to the scheduled practice, game, or tournament start date.
- The following payment plan options for field rental fees are available:
 - *Month-to-Month Payments:* Renters also have the option of paying their monthly balance in-person via cash, check or credit.
 - *Payment in Full/ Bulk Payment:* Renters may pay for their rentals in full or issue a bulk payment to their account which will be charged against until the balance is exhausted. A field use permit will only be issued for the rentals that the payment balance can cover.
- Organizations approved for a monthly payment plan will find payment plan due dates and monthly totals at the bottom of their facility use permit. Organizations are responsible for ensuring monthly payments are made by the 15th of each month.
- **IMPORTANT: Late payments will result in consequences up to and including cancellation of the current permit and/or loss of priority for the following allocation year.**

SPORTS FIELD USER FEES (Adopted March 7, 2023)

Fees are reviewed and updated according to the Master Fee Schedule adopted by the Tracy City Council, effective on or around each July 1

Application & Special Fees

Fee	Practice/Game Fees	Tournament Fees
Permit Application Fee	\$40 per application	\$40 per application
Damage Deposit*	\$110 per field	\$110 per field
Non-Profit Verification Fee	\$5 per verification	\$5 per verification
No Show Penalty Fee	\$5 per occurrence/field	\$5 per occurrence/field
New Pilot Permit Violation Fee	\$5 per occurrence/field	\$5 per occurrence/field
Deposit for Baseball/Softball Bases*	\$288 per application	\$288 per application
Fencing Fee	\$143 per field/per day	\$143 per field/per day
Gate Fee (if charging admission)	\$125 per day	\$125 per day
On-site Staffing Fee***	\$33/hour	\$33/hour
Vehicle Access Pass	\$11/per vehicle/per season	\$11 per vehicle/per event
Portapotty Fee**	As billed by vendor	As billed by vendor
Dumpster Rental/Disposal Fees**	As billed by vendor	As billed by vendor
Traffic & Parking Control	Actual costs (to be determined by Director)	Actual costs (to be determined by Director)

*Damage Deposits and Deposits for Baseball/Softball Bases are refunded at the conclusion of the rental period.

** May be pro-rated and shared by facility user groups.

***Staffing Fee subject to availability

Food and Vendor Services

Sports Field Vendor Fees

(Concession Stand Fee located at Legacy Fields and Tracy Sports Complex)

User Group	Rental Amount
Non-Profit	\$5/daily
Private	\$8/daily
Commercial	\$12/daily

Mobile Food Truck Vendor Fees

(Location must be approved by Parks & Recreation Staff)

Type of Fee	Rental Amount
Daily Fee	\$5/daily

Field Use Fees

Premium Fields (Legacy Fields, Placentia Fields, Tracy Sports Complex)

User Group	Practice/Game Fees	*Light Fee	Tournament Fees	Tournament *Light Fee
Non-Profit Youth	\$12/hour	\$10/hour	\$109 per field/per day	\$10 per field/per hour
Non-Profit Adult	\$19/hour	\$13/hour	\$145 per field/per day	\$13 per field/per hour
Private	\$28/hour	\$17/hour	\$281 per field/per day	\$13 per field/per hour
Commercial	\$39/hour	\$24/hour	\$387 per field/per day	\$13 per field/per hour

Standard Fields (Clyde Bland, Galli, Tiago, Ritter Family Ballpark, Veterans)

User Group	Practice/Game Fees	*Light Fee	Tournament Fees	Tournament *Light Fee
Non-Profit Youth	\$10/hour	\$10/hour	\$81 per field/per day	\$10 per field/per hour
Non-Profit Adult	\$15/hour	\$13/hour	\$131 per field/per day	\$13 per field/per hour
Private	\$28/hour	\$17/hour	\$163 per field/per day	\$13 per field/per hour
Commercial	\$39/hour	\$24/hour	\$163 per field/per day	\$13 per field/per hour

Field Prep Fees

Light Watering	Light Field Prep	Full Field Prep
\$13 per field	\$19 per field	\$50 per field
<ul style="list-style-type: none"> • Light watering* of the infield between the lines 	<ul style="list-style-type: none"> • Dragging infield between lines only • Light Watering* • Touch up lines as needed 	<ul style="list-style-type: none"> • Dragging entire field • Heavier watering* for dust and to soften the surface • Re-line entire field • Re-pack holes at batters’ boxes and pitchers plate as needed (time permitting)
8 minutes per field, approx.	15 minutes per field	45 minutes per field

**Watering may not be available depending on mandated water restrictions in effect at the time.*

GENERAL FIELD & FACILITY USE POLICIES

Authorized Agent/League Contact

An applicant representing an organization renting a City facility, an authorized agent also known as a league contact, is required to provide a letter on letterhead from the agency or organization specifically authorizing the individual to conduct business with the City of Tracy to reserve a facility on the organization's behalf, and signed by the individual listed on the business license, a titled officer, or designated signatory. The Authorized Agent shall be the single point of contact for City staff. Organizations are allowed up to five (5) authorized agents per organization.

Sports Field Lighting

Sports Organizations will be given access (individual usernames and passwords) to the City's Musco Lighting system at the following locations Legacy Fields, Tracy Sports Complex and Veterans Park. Organizations will be responsible for scheduling their own field light use by calling Musco's automated phone system. When a user group calls Musco Lighting Support Services, (877) 347-3319, they will be directed to provide their username and password and then asked for a time to turn the lights on and off for a specific location and sports field. If sports organizations have issues, they can call the Facility Attendant at their facility or on patrol to assist (See **Contact Information** on p. 3).

At the end of each month City staff will pull the monthly report usage for lights and will charge the user groups appropriately (See **Field Use Fees**, p. 13 for light fees).

Bases

Bases are included in rentals at the Tracy Sports Complex and Legacy Fields. Bases are available for rentals at Ritter Family Ballpark and Veterans Park upon request and receipt of Deposit for Baseball/Softball Bases.

Damages

The renter agrees to reimburse the City for all costs incurred by damages including, but not limited to, the facility, furnishings, fixtures, field turf, additional cleaning required outside of the normal scope for said facility, which occurred in connection with the permitted activity and caused by renter, sponsoring organizations and/or attendees. Clean up of shells from seeds and nuts on fields or in dugouts shall be charged at the Maintenance Worker hourly rate. Reimbursement for such expenses may be deducted from the security deposit.

Equipment Storage

Items are not permitted to be left at or locked to any of the City of Tracy property. The City of Tracy is in no way responsible for storing any items belonging to a renter unless said renter has paid a rental fee for storage space.

Facility Keys

No organization shall be in possession of City keys. Organizations found to be in possession of unreturned keys will be subject to disciplinary action up to and including permit revocation, effective immediately.

Field Lining – Soccer

Access to facilities to line fields must be scheduled in advance with the Community Services Division. (See **Subdivision of Fields** p. 18)

The following conditions have been agreed upon by current soccer user groups for the lining of soccer fields and shall be enforced unless an alternative has been specifically approved in writing by the Director:

- Prior to painting, field diagrams and paint colors must be submitted with field use application and approved by City Staff
- Fields must be lined with approved athletic marking paint only
 - Full-size (11v11) fields shall be marked in WHITE paint
 - Modified fields shall be contained fully within a standard full-size field and shall be marked in BLUE or another color with the written approval from City Staff
- All paint dispensers and buckets must be removed from the premises
- Paint shall not be dispensed into the storm drain
- Do not “over line” other prepared lines
- Fields cannot be lined before 3:00 pm on weekdays or when other teams are playing on fields (User groups requesting to paint the fields prior to 3:00pm must get written approval from the Community Facilities Division staff and will be approved based on field maintenance schedules.) Organizations shall not contact Parks Operations Staff directly for requests and/or changes to field linings.
- Fields must be restriped at least twice during a regular season to preserve the turf and rotate the high worn areas (See **Turf Management**, p.18).

Please note, failure to comply with established guidelines may result in permit violation fee charges, suspension of field use, revocation of permit, and/or suspension of organization from City field use Field Preparation Requests – Baseball/Softball

Requests to have City staff line and/or prep baseball/softball fields for games or tournaments must be received by 12:00 noon on the Monday prior to the reservation with a minimum of five (5) business days’ notice. Field maintenance personnel are not available unless previously requested. If field maintenance is requested, ample time must be provided between games for servicing of the fields. Staggered start times for games are required to assure that your maintenance needs are met. Participants are not allowed on the fields until all prep work is complete and equipment is removed.

Subdivision of Fields

Soccer fields may be subdivided for players ages 12 and under (U12). All requests to subdivide fields **must** be submitted with the Facility Rental Application, and a diagram of the proposed field subdivision must be included. Staff will review the request and will come to a decision based on the impact of wear and tear of the fields.

Soccer user groups have collectively agreed on the following guidelines:

- 9v9 fields must run in the same direction as 11v11 fields
- 7v7 and smaller fields may run in the opposite direction as 11v11 fields

Premium Fields vs. Standard Fields for Baseball/Softball Rentals

Fields are classified as Premium or Standard Fields depending on the level of service and amenities offered at the facility. Premium baseball/softball fields are located at Legacy Fields and the Tracy Sports Complex. The following Field Preparations are available at Premium Fields:

- Initial field preparation (prep) including a dragging and watering are performed daily for each field
- Bases are included and set-up for each reservation (if requested)
- City Staff (Facility Attendant) is on site and can be reached through phone (See **Introduction** p. 3)
- Use of Legacy Fields and Tracy Sports Complex is **by permit only**. No drop-in use is allowed.

Standard Field Rentals for fields such as Clyde Bland, Galli, Tiago, Veterans Park and Ritter Family Ballpark do not

City of Tracy Sports Field Reservation Handbook: 2024 Allocation Year

include the same level of service as above. Standard fields do include:

- Daily field inspections by maintenance staff to ensure safe play and fields are prepared routinely when in high use
- Bases are available for rentals at Ritter Family Ballpark and Veterans Park upon request and receipt of Deposit for Baseball/Softball Bases (See **Sports Field User Fees** p. 13).
- City Staff (Facility Attendant - Patrol) is available to assist with issues or questions regarding ballfields or reservations. Renters are encouraged to call the phone number listed on their permit for the Patrol Facility Attendant (See **Introduction** p. 3)

Food & Beverages

Besides concession vendors no *outside food and drink* is permitted at Legacy Sports Complex and Tracy Sports Complex unless specifically designated in writing by City staff. Items that are **not** permitted including: glass containers (TMC 4.16.180(r)), peanuts in shells, sunflower and other seeds in shells. For additional food and beverage services onsite sports organizations can rent the concession stand at Legacy Sports Complex and Tracy Sports Complex or can request/coordinate for food vendors to sell on-site (See **Concessions & Merchandise Sales** p. 20). Permit holders must abide by the Rules of Conduct (p. 19-21).

Field Maintenance/Closure

Field conditions are assessed based on both the short-term (Days/Weeks) and the long term (Months/Seasons) impacts to each field's playability. City staff will determine if the fields are open or closed. An annual rest and renovation of fields is scheduled at the Tracy Sports Complex, Placencia Fields, and Legacy Fields to maintain field sustainability. The City attempts to be flexible in accommodating user groups, but ultimately, the health and safety of the user and the conditions and playability takes priority. This may require the closure of fields or facilities, denial of use of a field, and/or making alternate sites available for use. No user group shall use fields that are closed for renovation or repair.

Foot Protection

Metal cleats are not allowed during softball, baseball, or soccer play at the Tracy Sports Complex, with the exception of men's and women's fast pitch softball. This includes shoes with rounded spikes and detachable football cleats. Sandals, flip-flops, slippers, etc., are not allowed on the playing fields.

Garbage

The City of Tracy provides garbage cans and dumpster(s) at most sport field locations. All renters are responsible for cleaning up debris and trash on all fields and common areas following field use. Any trash left behind by the renter will be picked up by City Staff and labor costs will be deducted from the deposit. Renters may be asked to supply additional dumpsters and trash receptacles based off the number of participants estimated to attend.

Hours of Use

Following Good Neighbor Policy and respecting residential spaces and the community surrounding sport fields, the following hours of use have been established for all sport fields:

Soccer games may be scheduled Sunday through Saturday from 8:00 am until 10:00 pm. Fields may be accessed at 7:00 am for warm-ups, but games cannot begin until 8:00 am.

Softball and baseball games may be scheduled Sunday through Saturday from 9:00 am until 10:00 pm at Tracy Sports Complex and 8:00 AM until 10:00 PM at Legacy Fields Sports Complex. Fields may be accessed upon completion of field preparations and approval of City staff. Teams and players may not be on the field at any time during field preparations or maintenance.

Other sports, games and practices may be scheduled Sunday through Saturday from 8:00 am until 10:00 pm. Fields may be accessed at 7:00 am for warm-ups, but games cannot begin until 8:00 am

Notice of Non-Use of Field/Releasing Fields

Field users must notify the Community Facilities Division to report any reserved time that can be released for general public use or to other groups. Continued non-use of a rented, permitted field may result in revocation of the permit of the allocated field.

Pets & Leashed Animals

Animals must be leashed at all times at City parks and sports fields. Animals may not access fields while games are in play. Dogs are subject to regulations of TMC 5.08.130. Owners are responsible for picking up after their animals while on/in parks, parkways, trails or other public areas. No farm animals as defined by the Tracy Municipal Code are allowed at any park or sports field as regulated by TMC 4.16.180.

Rainouts & Inclement Weather

In the case of active rain, all fields are closed during the time of actual rain; the fields are then reassessed once the rain has ceased. On occasion, on a non-rainy day, staff will determine a field to be closed based on excessive rains during the previous day(s), which have left conditions unsafe for use, even though the rain has stopped. Fields may be closed due to frost or other conditions that may damage the turf or playing surface. Play may be suspended due to excessive heat. The **Weather/Field Condition Hotline: (209) 831-6350** (*typically updated by 3 pm each day*). If a field is closed due to weather, credit for field closures will be applied the following month to organizations account based on the Field Closure Calendar.

Subleasing of Fields

When permits are issued, a specific field(s) is reserved for the user, to the exclusion of others. Groups may not assign their scheduled time to other groups. Any such action will result in the loss of rental/allocation privileges. Recognizing this exclusivity, groups should only reserve the fields they intend to use.

Turf Management

To ensure the long-term health of City turf and sports fields, the number of games/hours of use at each facility are limited on a seasonal and weekly basis. Without such limitations, the impact on these facilities can have a negative long-lasting effect on the sports fields.

In order to maintain playable fields, fields are limited to no more than 15 hours of field usage per week. In-season field closures may occur if staff determines fields have deteriorated due to wear and tear, or in cases of inclement weather, such as rain or frost.

It is the responsibility of all field users to protect the turf from excessive wear and tear. Users should rotate locations of training and equipment, including but not limited to: ladders, cones, pitching practice, etc. Additionally, users shall not use fences, bleachers or other amenities as targets for practicing or warming up.

RULES OF CONDUCT

Alcohol Consumption/ Public Intoxication

The consumption of alcohol is not allowed in any City sports park or parking lot. As the renter, it is your responsibility to make sure that no alcohol is present during the time of your rental. Those who are witnessed consuming alcohol or who appear to be intoxicated will be asked to leave the premises. The Tracy Police Department may also be notified.

Cooperation with City Staff and Other Field Users

All teams must engage appropriately with staff and with one another, and not interfere with the use of fields by other user groups. Permit holders are responsible for the conduct of their player, coaches, and guests. Refusal to comply with City staff instructions may result in a directive to vacate the field. These actions will be documented in the renter's file and may result in disciplinary action and/or impact future organization allocation or scheduling requests. Police enforcement will be called upon should any individuals or groups engage in verbal or physical violence.

Good Neighbor Policy

Please arrive quietly and depart in the same manner to avoid disrupting the neighborhood especially after the late games. Balls and /or any other equipment thrown, batted, kicked, or otherwise propelled that land on private property are not to be retrieved without permission of property owner. Do not climb walls or enter gates to gain access onto private property. For assistance, contact the Facility Attendant.

Inappropriate Behavior

Any type of indecent exposure including public urination, or any other inappropriate exposure will not be tolerated. Vulgarity of any kind including but not limited to foul or offensive language shall not be used during any time of the duration of the rental. The Tracy Police Department will be contacted immediately should individuals become unruly and further enforcement is needed.

Police Enforcement

If a renter refuses to comply with City Field Rental Policies or follow the request of a City staff member, the Tracy Police Department Dispatch will be notified for assistance. For your own convenience, in the case of an emergency, please call 911. The Tracy Police can also be reached through Tracy Police Department Dispatch, (209) 831-4552.

Parking and Parking Enforcement

It is the renter's responsibility to communicate directions, traffic control, and parking instructions to City Staff and all users and guest. Parking regulations from the Tracy Municipal Code, TMC 3.08 Article 9 are applicable to all Sport Fields. Failure of renter to communicate and manage site parking may result in relocation of fields, suspension of field use, revocation of permit, and/or suspension of organization from City field use.

Decorations and Signage

All decorations and signage must adhere to standards set forth in the Tracy Municipal Code Article 35: Signs. No decorations or signage will be allowed that damage or discolor the facility or grounds. Any special decorations, activities, or amenities must have written approval of the Parks & Recreation Department. Any decorations or signage must be limited to daily reservation times and must be removed each day as noted on the renter's permit unless written permission is granted from the Parks & Recreation Department.

SPECIAL PERMITS & REQUESTS

The following items may require approval from multiple City departments and require an advanced written request to process. Upon approval, City staff will add notes and issue a revised copy of your permit.

Audio/Visual Equipment

The City must be notified via the Tournament Application if the renter wishes to project sound or music from a loud speaker or stereo, have a DJ present at their event, or have lighting/visual media displayed at the event.

Barbecues

The use of barbecues is permitted at sport tournaments but must be requested in writing and added to the Facility Use Permit for all other park/field rentals. All barbecues and/or cooking on site must be approved by Fire Inspection and/or County Health if vending or serving to the public. Barbecues must also be in an approved designated area at least twenty feet from the nearest tent and supervised at all times to prevent injury to bystanders. Use of barbecues at the Tracy Sports Complex is only permitted in the picnic area located in the northwest corner of the complex. Use of barbecues at Legacy Fields is only permitted in specific designated areas. Please contact Community Facilities for more information (209) 831-6200.

Concessions & Merchandise Sales

The sale of items in any City Park is prohibited without a permit from the Community Facilities Division. Users interested in selling merchandise items at a City park or facility, or food and beverages at facilities where no concessions is provided, must request authorization to do so in writing by obtaining a Sports Facility Use Permit for Concession/Vendors from the Community Facilities Division, obtain a City of Tracy Business License (TMC 4.16.140), obtain a health permit, and obtain a product liability endorsement as part of the insurance certificate. For more information on Concessions and Merchandise Sales, please email sportsfields@cityoftracy.org.

Food vendors will be allowed at Premium Sports Fields (i.e Legacy Fields, Tracy Sports Complex, Placentia) and will be reviewed on a case-by-case basis for Standard Fields (i.e Ritter Family Ball Park, Veterans Park, etc). Food Vendors will not be permitted on any site if there are no permitted rentals on a sports field. No selling of food and/or beverages during a rental is permitted without prior written consent of the City.

At Legacy Fields and Tracy Sports Complex, a sign will be provided at each entry gate listing these rules:

- NO outside food or drink permitted inside gates.
- ONE ice chest filled with water may be brought into the facility per team. No other ice chests, coolers, or containers permitted.
- NO alcoholic beverages/intoxication or glass containers on site, including in the parking lot.
- NO shelled nuts or seeds of any kind.
- NO warm-ups permitted on the soccer fields.

Facility Electrical Access

Any and all access to City electrical units must be requested in writing from the Community Facilities Division. Approved access will be noted on the Facility Use Permit.

Fencing

If a renter would like to acquire additional fencing from an outside contractor, a written request and a drawn schematic showing the proposed placement of the fencing must be issued to the City for approval no later than 20 days prior to the event. Failure to notify the City of outside fencing services will result in the cancellation of the permit. Additional fencing may not be placed at the baseball/softball diamonds at the Tracy Sports Complex or Legacy Fields.

Gate Access

Access to the gated areas at Plasencia Fields and Legacy Fields will be opened 15 minutes prior to permit start time, as a courtesy. Contact the Community Facilities staff for gate access at other times (storage access, etc.).

Parking & Overnight Policy

Unless the Permit expressly allows it, no overnight parking of vehicles in City parking lots is allowed at any time (this includes RVs, trailers, and other camper vehicles). Individuals or organizations cannot charge or collect revenue for the use of public parking. The south parking lot at the Tracy Sports Complex is for emergency vehicle access and use only. Facility gates close nightly when permitted use of the facility ends. Vehicles parked in that area will be towed at the owner's expense. Vehicles parked in City-only parking spots at Tracy Sports Complex will be towed at owner's expense. No person shall stop, stand, or park any vehicle over twenty (20) feet in length in any municipal parking lot, either day or night (TMC 3.08.410). City staff will assist tournament hosts to designate approved parking locations for RVs, campers, school buses, etc.

Tents and Canopies

The use of tents and canopies is permitted at sports tournaments. Per the California Fire Code, no more than seven (7) 10' by 10' tents may be placed adjacent to one another. Please ensure all Fire and Building Code regulations are followed when used.

Restrooms/ Portable Toilets

Restrooms are available for use at many of the City of Tracy's rentable parks. Please remind all of your league participants to use the facilities prior to practice or games, as the restrooms are unlocked at the permitted start time. If restrooms are not available, the individual or organization renting the park is responsible for supplying and maintaining portable toilets for participants and attendees. The City of Tracy requires one portable toilet for every 100 attendees; ADA-accessibility required (staff will advise on required ratios). Contact the Community Facilities Division prior to the delivery of portable toilets to coordinate drop-off with Parks Maintenance staff. Portable toilets must be placed at least 20 feet away from all storm drains and streets, and shall never be situated on top of storm drain inlets or on a public street. Restocking and cleaning the portable toilets will be the renter's responsibility.

Vehicle Access

No vehicles may be driven on sports fields or parks without a City-issued Vehicle Access Permit, including golf cart or mule-type vehicles. A request must be submitted in writing to the Community Facilities Division, and upon payment of per-vehicle fee and staff approval, specific conditions of vehicle access will be added to your permit. Additionally, it is unlawful to ride or drive any horse or other animal or any motorized vehicle, cycle, go-cart or scooter other than on the roads or drives provided for such purpose (TMC 4.16.180(l)).

Vendors

If you would like to host a vendor(s) during your rental, submit a written request to the Community Facilities Division. Each vendor must be in possession of a business license and insurance. Tent and canopy policy applies (See **Concessions & Merchandise Sales**, p. 20).

ADDITIONAL TOURNAMENT & SPECIAL EVENT REQUIREMENTS

In addition to General Field Use Policies, Rules of Conduct, and Special Permits & Requests, the following requirements must be adhered to for tournaments.

Admission Charges

Organizations must indicate on their application their intent to charge admission (additional Gate Fee applies). Failure to receive approval from the City to charge admissions will result in the cancellation of the Facility Use Permit, and/or rental penalties. Because Placencia Fields and the Tracy Sports Complex are public facilities, only participants and spectators can be asked to pay. Individuals using the parks for exercise or access to other areas may not be forced to pay. For soccer and baseball tournaments at Tracy Sports Complex, Legacy Fields, and Placencia Fields, tournaments must reserve the entire complex specific to that sport or the entire set of fields (i.e., Legacy soccer fields 1-4 and/or 5-8, Legacy baseball fields Western #1-5 and/or Eastern #1-5) to be approved to charge an admission fee.

Tournament permit holders at the Tracy Sports Complex ball fields are required to enforce the rules and regulations by posting an organization representative at each entry gate. Should representatives not be provided, the City shall assign City staff and charge the permit holder accordingly (See **Concessions and Merchandise Sales** p. 20).

Field Schedule & Use

When scheduling softball events at the Tracy Sports Complex, as the number of fields being used is reduced, the schedule shall ensure that the first field to be vacated will be Diamond No. 4, and the second field vacated will be Diamond No. 3. Within the Tracy Sports Complex, the soccer fields are not available for softball warm-up. Likewise, the softball fields are not available for soccer warm-up.

First Aid/Medical Station

All tournaments are required to have a minimum of one first aid station(s) at each site with first aid supplies and certified medical person(s). The number of first aid staff you need depends on the tournament and the number of participants. If you do not have volunteers for this, you may hire EMS event support.

Garbage

Any event hosting twenty-four (24) or more teams will be required to pay for an additional dumpster to be placed at the sport fields (i.e Tracy Sports Complex). Recycling containers are also available through the City by calling the Public Works Department at (209) 831-6300.

Hours of Use

Soccer tournaments may be scheduled Sunday through Saturday from 8:00 am until 10:00 pm. Fields may be accessed at 7:00 am for warm-ups, but games cannot begin until 8:00 am. The last game of a tournament must begin no later than 9:00 pm and gameplay must end by 10:00 pm.

Softball and baseball tournaments may be scheduled Sunday through Saturday from 9:00 am until 10:00 pm at Tracy Sports Complex and 8:00am until 10:00 pm at Legacy Fields Sports Complex. Fields may be accessed upon completion of field preparations and approval of City staff. Teams and players may not be on the field at any time during field preparations or maintenance. The last game of a tournament must begin no later than 9:00 pm and gameplay must end by 10:00 pm.

ADDITIONAL TOURNAMENT & SPECIAL EVENT REQUIREMENTS, CONT'D

Inspection Check-in/ Check-out

Applicant or applicant's designee shall inspect all areas of the facility prior to each day's play, to determine the acceptability of playing conditions for that day. Any problems should be reported immediately to the Facility Attendant on-site. In addition, the applicant is responsible for policing the facility and surrounding area during and after use each day to assure the area is kept litter free. The applicant shall forfeit their deposit for any damages or excessive cleanup required.

Meeting Room (Tracy Sports Complex)

The Sports Complex Meeting Room is located on the east end of the soccer fields. Although the Meeting Room is not included in the rental fee for tournaments, it can be rented separately to be used for purposes such as official's headquarters, or other tournament functions. Tables and chairs can be put in the room upon request, but other furniture located in the room may not be moved. Parking is not permitted on the sidewalk adjacent to the Meeting Room for any reason, including loading and unloading equipment and supplies.

Parking and Traffic Control

Tournament hosts must provide adequate traffic and parking control, according to the size of their event, and adhere to all City parking regulations. Parking is permitted in parking stalls on hard surfaces only. Fees shall be assessed for additional parking setup by City staff.

Picnic Area, Tracy Sports Complex/Legacy Fields

Tournament hosts are required to patrol and maintain cleanliness at the picnic area at the Tracy Sports Complex/Legacy Fields

MEASURES TO ENSURE ADHERENCE TO POLICY

The permit holder is responsible for any and all conduct by players, parents, coaches, and visitors, both on and off the field, while on City property.

The principle objective of any disciplinary measures shall be to improve adherence to the policies in this Handbook that allow the City to provide safe, well-maintained and aesthetically appealing fields. The City upholds and maintains a progressive disciplinary policy which may include some or all of the following steps. City staff will duly consider an organization's efforts to correct violations when applying disciplinary measures.

First Violation: Verbal warning by Facility Attendant to the organization violating the policy.

- Facility Attendant will track the interaction with the organization by noting it on the Facility Attendant Log and Tracking Sheet.

Second Violation: Written warning by Community Facilities Staff to correct and update the organizations permit. Staff will issue the No Show Penalty Fee and/or Permit Violation Fee.

Third Violation: Continual violations will result in and not limited to:

- Additional No Show Penalties and/or Permit Violation Fee issued
- Suspension of rental privileges for one month
- Loss of priority classification for the upcoming allocation period(s)
- Suspension of rental privileges for three months
- Loss of priority classification for the upcoming calendar year
- Permanent suspension

Refund of field rental fees shall follow the City's field rental cancellation policy. If a renter and/or organization are found to be utilizing sports fields following the cancellation of their permit, participants will be asked to vacate the fields. Failure to do so will prompt police and further disciplinary action.

Should fields become released due to the violations listed above, user groups shall be notified by email, and fields shall be made available on a first-come, first-served basis following an application period.

Appealing Denial or Cancellation of Permit

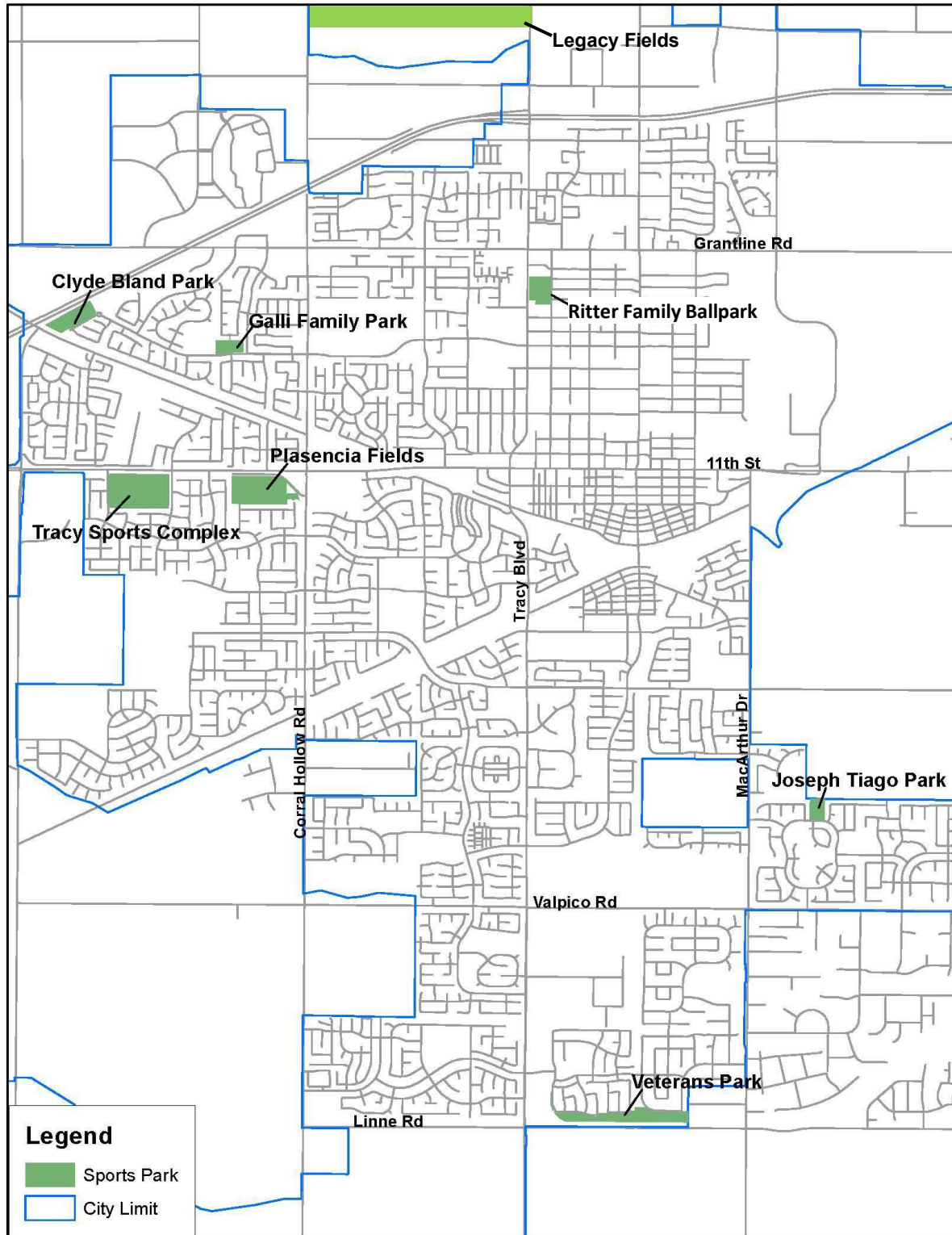
Applicants shall have the right to appeal to the Parks and Community Services Commission a permit denial, permit condition, the Director's refusal to waive the filing deadline, or the Director's decision pertaining to fees or insurance coverage. Notice of appeal shall be filed with the Director stating the grounds for appeal.

The appeal must be filed no later than noon on Thursday, a week preceding the Parks and Community Services Commission meeting, to be placed on the next regular meeting's agenda. Regular meetings of the Parks and Community Services Commission are scheduled on the first Thursday of each month, at 7:00 pm, City Hall Council Chambers. The decision of the Parks and Community Services Commission may be appealed to the City Council which has final authority.

CITY SPORTS FACILITIES CHART

FACILITY STANDARD FIELDS	DESCRIPTION	BASEBALL/ SOFTBALL	SOCCER	FOOTBALL	BASE DISTANCES
Clyde Bland Park 1753 Blandford Ln.	<ul style="list-style-type: none"> • 1 baseball/ softball diamond • Soccer turf area • No lighting available 	Yes	Yes	No	60', 65', 70'
Galli Family Park 2341 W. Lowell Ave.	<ul style="list-style-type: none"> • 1 baseball/ softball diamond • No lighting available 	Yes	Yes	No	60', 65' Baseball is limited to ages 12 and under
Tiago Park 1355 Eastlake Cir.	<ul style="list-style-type: none"> • 2 baseball/ softball diamonds • No lighting available 	Yes	Yes	No	60' Baseball is limited to ages 12 and under
Ritter Family Ballpark (formerly Tracy Ball Park) 2100 N. Tracy Blvd.	<ul style="list-style-type: none"> • 2 baseball/softball diamonds • 2 large outfield • Lighting available for ball diamonds 	Yes	Yes	Yes	North Diamond: 90' South Diamond: 60'
Veterans Park 238 Glenhaven Dr.	<ul style="list-style-type: none"> • 1 baseball/softball diamond • 2 open turf areas for sport use • Lighting available for ball diamond only 	Yes	Yes	No	60', 65' Baseball is limited to ages 12 and under
PREMIUM FIELDS					
Legacy Fields 4901 N. Tracy Blvd <i>Use by Permit Only</i>	<ul style="list-style-type: none"> • 10 baseball/ softball diamonds • 8 soccer fields • Lighting available on Soccer, West and East Ballfields 	Yes	Yes	Yes	60', 65', 70' Baseball is limited to ages 12 and under
Tracy Sports Complex 955 Crossroads Dr. <i>Use by Permit Only</i>	<ul style="list-style-type: none"> • 4 baseball/softball diamonds • 4 soccer fields • Lighting available on all fields 	Yes	Yes	No	60', 65', 70' Baseball is limited to ages 12 and under
Plasencia Fields 2040 Krohn Road (11 th St./Corral Hollow Rd) <i>Use by Permit Only</i>	<ul style="list-style-type: none"> • 4 soccer fields • 1 mini soccer field • Cricket pitch • No lighting available 	No	Yes	Yes	Not Applicable

MAP OF CITY SPORTS FACILITIES



**SPORTS FIELD RESERVATION HANDBOOK
ACKNOWLEDGEMENT FORM**

I, _____ have read and understood the policies and procedures contained in the City of Tracy, Sports Field Reservation Handbook (“Handbook”), and agree to abide by them. I have retained a copy of the Handbook for my reference and will share the information contained in the Handbook with the organization or league that I represent.

I understand that, as the representative of my organization or league, I am responsible for any and all conduct by players, parents, coaches, and visitors, both on and off the field, while on City property and for enforcing the policies and procedures set forth in this Handbook.

I understand that the City of Tracy has the right to stop all play, cancel and/or revoke my Facility Use Permit, if a violation of the policies and procedures contained in the Handbook are made by me, a coach, player or other league representative(s).

Printed name of facility user

Signature of facility user

Date

Name of organization

**CITY OF TRACY
PARKS & COMMUNITY SERVICES COMMISSION SPECIAL MEETING
March 7, 2024**

AGENDA ITEM 6.b

REQUEST

REVIEW AND APPROVE SUPPORT OF STAFF'S RECOMMENDATION TO CITY COUNCIL REGARDING THE ADOPTION OF THE FISCAL YEAR 2024-2025 RECREATION PROGRAM AND FACILITY USE FEE SCHEDULE

DISCUSSION

As the governing body of the City of Tracy, the City Council is required to adopt any fee or service charge to be implemented by the City for programs or services provided or made available to the public. As an "advisory" body to the City Council, the Parks and Community Services Commission is responsible to review, accept public comment on, and make recommendations to City Council on fees and charges proposed by the Community Facilities and Recreation Divisions.

There are two general fee types related to recreation programs and facility/park rentals. They include Facility Use Fees, for use of City parks and facilities, and Recreation Program Fees for participation in recreation activities or admission to events.

The City contracted with NBS to perform a User Fee Study (Study). On January 17, 2023, City Council conducted a workshop to review the user fee study and to provide staff feedback. The City wide master fee schedule was approved by City Council on March 7, 2023.

The City's main objectives in conducting this Study were to ensure that existing fees do not exceed the costs of service and to provide an opportunity for the City Council to re-align fee amounts with the recommended cost recovery. The fees examined in the study are user and regulatory fees charged by various City departments and divisions. Included in this Study are Facility Use and Recreation Program Fees.

Staff is presenting new and amended fees for Commission review and action.

FACILITY USE FEES

Includes fees charged for use of City parks, facilities, and sports fields. Examples include building rooms and picnic areas at reservable parks.

Sports Field Fees: The current fee structure includes two field classifications: Premium and Standard. Premium Sports Facilities are: the Tracy Sports Complex, Placencia Fields, and Legacy Fields. Standard Sports Facilities are: Ritter Family Ball Park, Veterans Park, Galli Family Park, Clyde Bland Park, and Tiago Park. These facilities do not have amenities similar to the Premium facilities and do not include the same level of service. Premium field fees are 25% higher than Standard field fees.

Attachment 'A' includes the current fees and those fees that are new or are being amended. Per the recommended Consumer Price Index (CPI), all other facilities use fees were increased per the CPI of 2.6%, and if the CPI increase is \$1 or less, a \$1 increase will be applied to that fee.

RECREATION PROGRAM FEES

The Recreation Division charges a participant fee for many of its recreation programs. There are a number of free, or low-cost programs, but generally the majority of recreation programs carry some form of participant fee. Additionally, financial assistance is available for qualified low-income applicants.

Per the recommended Consumer Price Index (CPI), all recreation fees were increased per the CPI of 2.6% and if the CPI increase is \$1 or less, a \$1 increase will be applied to that fee. In addition to the proposed fees, an ongoing evaluation of the revenue opportunities, alternative revenue sources (i.e., sponsorships and advertising), programming and expenditure controls will be pursued.

FEE DEVELOPMENT FACTORS

Several factors are considered and analyzed in the development of the recommended programming fees. Such factors include:

Market Value: What other local public agencies charge for like or similar programs and facilities?

Community Benefit versus Individual Benefit: A community versus individual pricing guideline means that generally, the higher the benefit of the program is to the community, the greater the program is subsidized. The greater the program benefits the individual, the lower the amount of subsidy.

Affordability for Segments of the Public: A fairly low percentage of recovery is projected for the senior and teen programs, community events and facility reservation functions. The City of Tracy continues to make programs affordable to seniors and teens; understands that community events are of high public benefit and therefore little or no revenue is required to present these events; and that City facilities be made affordable for local non-profit organizations.

After consideration of the above factors, staff has developed the FY 2024-2025 Recreation Program and Facility Use Fee Schedule, Attachment 'A', which shows current fees and those fees that are new or are being amended. Additionally, some recreation programs are showing a minimum and maximum fee range. This range allows staff the flexibility to build on the fee throughout the fiscal year as market value adjusts.

RECOMMENDATION

That the Commission review and approve support of staff's recommendation to City Council regarding the adoption of the FY 2024-2025 Recreation Program and Facility Use Fee Schedule.

Agenda Item 6.b
Regular Meeting – March 7, 2024
Page 3

Prepared by: Justin Geibig, Recreation Services Supervisor

Reviewed by: Nilo Velazquez, Management Analyst II
Jolene Jauregui-Correll, Interim Parks and Recreation Director

ATTACHMENT

Attachment 'A' – Recreation Program and Facility Use Fee Schedule



Parks & Recreation - Recreation Services - Community Facilities Division

Fee No.	Fee Name	Fee Type	Notes	Current Fee	FY24/25 Proposed Fee with CPI
1	Administration				
	Non-Profit				
	Special Event Permit Application & Review Fee (to be charged for every permitted reservation requiring "further review", per published list)	Per Application		\$ 105	\$ 108
	Verification of non-profit status	Per Verification		\$ 15	\$ 15
	Private/Commercial				
	Special Event Permit Application & Review Fee (to be charged for every permitted reservation requiring "further review", per published list)	Per Application		\$ 210	\$ 215
	Facility Rental Application Fee - Applied to all rental permit requests (Excluding Special Events)	Per Application		\$ 40	\$ 41
	Improper Checkout - Renters violating permit conditions(e.g. staying past reservation time, unauthorized items, etc.)				
	Minimum	Per Occurrence		\$ 74	\$ 76
	Maximum	Per Occurrence		\$ 200	\$ 205
2	Community Center Rentals				
	Main Hall (5,300 Sq Ft)				
	Weekday Only				
	Non-Profit	Per Hour (4 hour Min.)		\$ 46	\$ 47
	Private Classification	Per Hour (4 hour Min.)		\$ 79	\$ 81
	Commercial	Per Hour (4 hour Min.)		\$ 112	\$ 115
	Conference Room A or B (250 Sq Ft)				
	Weekday Only				
	Non-Profit	Per Hour (4 hour Min.)	[5]	\$ 9	\$ 10
	Private Classification	Per Hour (4 hour Min.)	[5]	\$ 15	\$ 16
	Commercial	Per Hour (4 hour Min.)		\$ 20	\$ 20
	Entire Facility (6,200 Sq Ft)				
	Weekday				
	Non-Profit	Per Hour (4 hour Min.)		\$ 51	\$ 53
	Private Classification	Per Hour (4 hour Min.)		\$ 91	\$ 94
	Commercial (Week Day)	Per Hour (4 hour Min.)		\$ 129	\$ 132
	Weekend				
	Non-Profit	Per Hour (4 hour Min.)		\$ 77	\$ 79
	Private Classification	Per Hour (4 hour Min.)		\$ 131	\$ 135
	Commercial	Per Hour (4 hour Min.)		\$ 186	\$ 191
	Additional Fees				
	Extra Dumpster Disposal Fee (Required for Crab-Feeds and Other Rentals as Deemed Necessary by Staff)				



Parks & Recreation - Recreation Services - Community Facilities Division

Fee No.	Fee Name	Fee Type	Notes	Current Fee	FY24/25 Proposed Fee with CPI
	Processing Fee	Per Rental, Per Dumpster		\$ 53	\$ 55
	Dumpster Fee	Actual Cost		Actual Cost	Actual Cost
	Deposit		[1]		
	Main Hall	Per Rental		\$ 544	\$ 559
	Conference Room A or B	Per Rental		\$ 272	\$ 279
	Entire Facility	Per Rental		\$ 544	\$ 559
	Alcohol Deposit	Per Rental		\$ 544	\$ 559



Parks & Recreation - Recreation Services - Community Facilities Division

Fee No.	Fee Name	Fee Type	Notes	Current Fee	FY24/25 Proposed Fee with CPI
3	Tracy Sports Complex Meeting Room Rental				
	TSC Meeting Room (700 Sq Ft)				
	Non-Profit	Per Hour	[5]	\$ 19	\$ 19
	Private Classification	Per Hour		\$ 34	\$ 34
	Commercial	Per Hour		\$ 47	\$ 48
	Deposit		[1]		
	Meeting Room	Per Rental		\$ 272	\$ 279
	Alcohol Deposit	Per Rental		\$ 544	\$ 559
4	Tracy Transit Station				
	Room 103 or 104 (590 Sq Ft)		[3]		
	Weekday				
	Non-Profit	Per Hour (2 hour Min.)		\$ 23	\$ 24
	Private Classification	Per Hour (2 hour Min.)		\$ 41	\$ 42
	Commercial	Per Hour (2 hour Min.)		\$ 58	\$ 59
	Weekend				
	Non-Profit	Per Hour (2 hour Min.)		\$ 35	\$ 36
	Private Classification	Per Hour (2 hour Min.)		\$ 61	\$ 62
	Commercial	Per Hour (2 hour Min.)		\$ 84	\$ 86
	Room 103 and 104 (1,180 Sq Ft)		[3]		
	Weekday				
	Non-Profit	Per Hour (2 hour Min.)		\$ 45	\$ 48
	Private Classification	Per Hour (2 hour Min.)		\$ 79	\$ 84
	Commercial	Per Hour (2 hour Min.)		\$ 116	\$ 119
	Weekend				
	Non-Profit	Per Hour (2 hour Min.)		\$ 68	\$ 72
	Private Classification	Per Hour (2 hour Min.)		\$ 123	\$ 126
	Commercial	Per Hour (2 hour Min.)		\$ 174	\$ 179
	Room 105 (913 Sq Ft)				
	Weekday				
	Non-Profit	Per Hour (2 hour Min.)		\$ 36	\$ 37
	Private Classification	Per Hour (2 hour Min.)		\$ 63	\$ 65
	Commercial	Per Hour (2 hour Min.)		\$ 90	\$ 93
	Weekend				
	Non-Profit	Per Hour (2 hour Min.)		\$ 55	\$ 56
	Private Classification	Per Hour (2 hour Min.)		\$ 95	\$ 98



Parks & Recreation - Recreation Services - Community Facilities Division

Fee No.	Fee Name	Fee Type	Notes	Current Fee	FY24/25 Proposed Fee with CPI
	Commercial	Per Hour (2 hour Min.)		\$ 135	\$ 139



Parks & Recreation - Recreation Services - Community Facilities Division

Fee No.	Fee Name	Fee Type	Notes	Current Fee	FY24/25 Proposed Fee with CPI
	Entire Facility (4,044 Sq Ft)				
	Weekday				
	Non-Profit	Per Hour (4 hour Min.)		\$ 106	\$ 109
	Private Classification	Per Hour (4 hour Min.)		\$ 186	\$ 191
	Commercial	Per Hour (4 hour Min.)		\$ 264	\$ 271
	Weekend				
	Non-Profit	Per Hour (4 hour Min.)		\$ 158	\$ 163
	Private Classification	Per Hour (4 hour Min.)		\$ 279	\$ 286
	Commercial	Per Hour (4 hour Min.)		\$ 398	\$ 408
	Deposit		[1]		
	All Conference Rooms	Per Rental		\$ 272	\$ 279
	Entire Facility	Per Rental		\$ 544	\$ 559
	Alcohol Deposit	Per Rental		\$ 544	\$ 559
5	Tracy Civic Center Rental				
	Council Chambers (3,500 Sq Ft)		[3]		
	Weekday				
	Non-Profit	Per Hour (4 hour Min.)		\$ 26	\$ 42
	Private Classification	Per Hour (4 hour Min.)		\$ 60	\$ 62
	Commercial	Per Hour (4 hour Min.)		\$ 103	\$ 106
	Weekend				
	Non-Profit	Per Hour (4 hour Min.)		\$ 45	\$ 62
	Private Classification	Per Hour (4 hour Min.)		\$ 108	\$ 111
	Commercial	Per Hour (4 hour Min.)		\$ 155	\$ 159
	Conference Room #109 (500 Sq Ft)				
	Weekday				
	Non-Profit	Per Hour (2 hour Min.)	[5]	\$ 19	\$ 20
	Private Classification	Per Hour (2 hour Min.)		\$ 34	\$ 34
	Commercial	Per Hour (2 hour Min.)		\$ 49	\$ 51
	Weekend				
	Non-Profit	Per Hour (2 hour Min.)		\$ 29	\$ 30
	Private Classification	Per Hour (2 hour Min.)		\$ 50	\$ 52
	Commercial	Per Hour (2 hour Min.)		\$ 72	\$ 74



Parks & Recreation - Recreation Services - Community Facilities Division

Fee No.	Fee Name	Fee Type	Notes	Current Fee	FY24/25 Proposed Fee with CPI
	Conference Room #203 (825 Sq Ft)				
	Weekday				
	Non-Profit	Per Hour (2 hour Min.)		\$ 33	\$ 33
	Private Classification	Per Hour (2 hour Min.)		\$ 57	\$ 58
	Commercial	Per Hour (2 hour Min.)		\$ 81	\$ 83
	Weekend				
	Non-Profit	Per Hour (2 hour Min.)		\$ 49	\$ 51
	Private Classification	Per Hour (2 hour Min.)		\$ 85	\$ 87
	Commercial	Per Hour (2 hour Min.)		\$ 122	\$ 125
	Lobby				
	Weekday				
	Non-Profit	Per Hour (4 hour Min.)		\$ 51	\$ 53
	Private Classification	Per Hour (4 hour Min.)		\$ 90	\$ 93
	Commercial	Per Hour (4 hour Min.)		\$ 129	\$ 132
	Weekend				
	Non-Profit	Per Hour (4 hour Min.)		\$ 52	\$ 54
	Private Classification	Per Hour (4 hour Min.)		\$ 93	\$ 96
	Commercial	Per Hour (4 hour Min.)		\$ 193	\$ 198
	Deposit		[1]		
	All Conference Rooms	Per Rental		\$ 272	\$ 279
	Lobby or Entire Facility	Per Rental		\$ 544	\$ 559
	Alcohol Deposit	Per Rental		\$ 544	\$ 559
6	Park and Picnic Areas				
	Park/Picnic - 1 to 50 People				
	Non-Profit	Per Hour (2 hour Min.)	[5]	\$ 17	\$ 18
	Private Classification	Per Hour (2 hour Min.)		\$ 29	\$ 30
	Commercial	Per Hour (2 hour Min.)		\$ 43	\$ 44
	Park/Picnic - 51 to 100 People				
	Non-Profit	Per Hour (2 hour Min.)		\$ 24	\$ 25
	Private Classification	Per Hour (2 hour Min.)		\$ 43	\$ 44
	Commercial	Per Hour (2 hour Min.)		\$ 62	\$ 64
	Park/Picnic - 101+ People				
	Non-Profit	Per Hour (2 hour Min.)		\$ 33	\$ 33



Parks & Recreation - Recreation Services - Community Facilities Division

Fee No.	Fee Name	Fee Type	Notes	Current Fee	FY24/25 Proposed Fee with CPI
	Private Classification	Per Hour (2 hour Min.)		\$ 57	\$ 58
	Commercial	Per Hour (2 hour Min.)		\$ 81	\$ 83



Parks & Recreation - Recreation Services - Community Facilities Division

Fee No.	Fee Name	Fee Type	Notes	Current Fee	FY24/25 Proposed Fee with CPI
	Inflatable Structures Administrative Fee	Per Day, Per Structure	[2]	\$ 58	\$ 59
	Non-Profit Max Daily Rental Rate	Per Rental		\$ 129	\$ 132
	Deposits				
	Less than 50, Traditional Activity	Per Rental		\$ -	\$ -
	50-100; or Less than 5 Non-traditional	Per Rental		\$ 130	\$ 133
	101-200 attendees	Per Rental		\$ 258	\$ 265
	201-300 attendees	Per Rental		\$ 387	\$ 397
	301 and above attendees	Per Rental		\$ 645	\$ 662
7	Parking Lot Rental (Locations and Availability at City Discretion)				
	Base Fee	10 Hour Max.		\$ 127	\$ 130
	Plus Use Fee				
	Non-Profit	Per Parking Lot Space	[5]	\$ 2	\$ 3
	Private Classification	Per Parking Lot Space	[5]	\$ 5	\$ 6
	Commercial	Per Parking Lot Space	[5]	\$ 6	\$ 7
8	Mobile Stage Rental				
	"A" Set Up (36' x 14')				
	Non-Profit	Per Rental		\$ 403	\$ 413
	Deposits				
	Non-Profit	Per Rental		\$ 544	\$ 559
9	Tennis Court Rental				
	Non-Profit Youth				
	Practice/Games	Per Hour, Per Court	[5]	\$ 6	\$ 7
	League	Per Hour, Per Court	[5]	\$ 6	\$ 7
	Tournament	Per Hour, Per Court	[5]	\$ 13	\$ 14
	Non-Profit Adult				
	Practice/Games	Per Hour, Per Court	[5]	\$ 6	\$ 7
	League	Per Hour, Per Court	[5]	\$ 6	\$ 7
	Tournament	Per Hour, Per Court	[5]	\$ 15	\$ 16
	Private				
	Practice/Games	Per Hour, Per Court	[5]	\$ 8	\$ 9
	League	Per Hour, Per Court	[5]	\$ 8	\$ 9
	Tournament	Per Hour, Per Court	[5]	\$ 19	\$ 20
	Commercial				
	Practice/Games	Per Hour, Per Court	[5]	\$ 13	\$ 14
	League	Per Hour, Per Court	[5]	\$ 13	\$ 14



Parks & Recreation - Recreation Services - Community Facilities Division

Fee No.	Fee Name	Fee Type	Notes	Current Fee	FY24/25 Proposed Fee with CPI
	Tournament	Per Hour, Per Court	[5]	\$ 19	\$ 20
	Tennis Court Rental Deposit	Per Hour, Per Court		\$ 64	\$ 66



Parks & Recreation - Recreation Services - Community Facilities Division

Fee No.	Fee Name	Fee Type	Notes	Current Fee	FY24/25 Proposed Fee with CPI
10	Tennis Court Rental Lights				
	Non-Profit Youth				
	Practice/Games	Per Hour, Per Court	[5]	\$ 6	\$ 7
	League	Per Hour, Per Court	[5]	\$ 8	\$ 9
	Tournament	Per Hour, Per Court	[5]	\$ 10	\$ 11
	Non-Profit Adult				
	Practice/Games	Per Hour, Per Court	[5]	\$ 6	\$ 7
	League	Per Hour, Per Court	[5]	\$ 13	\$ 14
	Tournament	Per Hour, Per Court	[5]	\$ 15	\$ 16
	Private/Commercial				
	Practice/Games	Per Hour, Per Court	[5]	\$ 13	\$ 14
	League	Per Hour, Per Court	[5]	\$ 15	\$ 16
	Tournament	Per Hour, Per Court	[5]	\$ 17	\$ 18
11	Lolly Hansen Senior Center Rental				
	Main Hall (3120 Sq Ft)				
	Weekday				
	Non-Profit	Per Hour (4 hour Min.)		\$ 110	\$ 113
	Private Classification	Per Hour (4 hour Min.)		\$ 170	\$ 174
	Commercial	Per Hour (4 hour Min.)		\$ 229	\$ 235
	Weekend				
	Non-Profit	Per Hour (4 hour Min.)		\$ 150	\$ 154
	Private Classification	Per Hour (4 hour Min.)		\$ 240	\$ 246
	Commercial	Per Hour (4 hour Min.)		\$ 329	\$ 338
	Outdoor Area (1948 Sq Ft) Only Included with Main Hall or Entire Facility Rental				
	Weekday				
	Non-Profit	Per Hour (4 hour Min.)		\$ -	\$ 71
	Private Classification	Per Hour (4 hour Min.)		\$ -	\$ 92
	Commercial	Per Hour (4 hour Min.)		\$ -	\$ 120
	Weekend				
	Non-Profit	Per Hour (4 hour Min.)		\$ -	\$ 107
	Private Classification	Per Hour (4 hour Min.)		\$ -	\$ 139



Parks & Recreation - Recreation Services - Community Facilities Division

Fee No.	Fee Name	Fee Type	Notes	Current Fee	FY24/25 Proposed Fee with CPI
	Commercial	Per Hour (4 hour Min.)		\$ -	\$ 181
	Classroom 1 (499 Sq Ft) Weekday Only				
	Non-Profit	Per Hour (4 hour Min.)		\$ 50	\$ 51
	Private Classification	Per Hour (4 hour Min.)		\$ 64	\$ 66
	Commercial	Per Hour (4 hour Min.)		\$ 79	\$ 81



Parks & Recreation - Recreation Services - Community Facilities Division

Fee No.	Fee Name	Fee Type	Notes	Current Fee	FY24/25 Proposed Fee with CPI
	Classroom 2 (739 Sq Ft)				
	Weekday Only				
	Non-Profit	Per Hour (4 hour Min.)		\$ 59	\$ 61
	Private Classification	Per Hour (4 hour Min.)		\$ 80	\$ 82
	Commercial	Per Hour (4 hour Min.)		\$ 102	\$ 105
	Classroom 1 & 2 Combo (1,238 Sq Ft)				
	Weekday				
	Non-Profit	Per Hour (4 hour Min.)		\$ 76	\$ 112
	Private Classification	Per Hour (4 hour Min.)		\$ 110	\$ 148
	Commercial	Per Hour (4 hour Min.)		\$ 147	\$ 186
	Weekend				
	Non-Profit	Per Hour (4 hour Min.)		\$ 99	\$ 143
	Private Classification	Per Hour (4 hour Min.)		\$ 154	\$ 189
	Commercial	Per Hour (4 hour Min.)		\$ 205	\$ 241
	Entire Facility (5819 Sq Ft)				
	Weekday				
	Non-Profit	Per Hour (4 hour Min.)		\$ 163	\$ 167
	Private Classification	Per Hour (4 hour Min.)		\$ 263	\$ 270
	Commercial	Per Hour (4 hour Min.)		\$ 360	\$ 369
	Weekend				
	Non-Profit	Per Hour (4 hour Min.)		\$ 228	\$ 234
	Private Classification	Per Hour (4 hour Min.)		\$ 379	\$ 389
	Commercial	Per Hour (4 hour Min.)		\$ 527	\$ 541
	Deposit		[1]		
	Main Hall	Per Rental		\$ 544	\$ 559
	All Classrooms	Per Rental		\$ 272	\$ 279
	Entire Facility	Per Rental		\$ 544	\$ 559
	Alcohol Deposit	Per Rental		\$ 544	\$ 559
	Additional Fees				
	Extra Dumpster Disposal Fee (Required for Rentals as Deemed Necessary by Staff)				
	Processing Fee	Per Rental, Per Dumpster		\$ 53	\$ 55
	Dumpster Fee	Actual Cost		Actual Cost	Actual Cost



Parks & Recreation - Recreation Services - Community Facilities Division

Fee No.	Fee Name	Fee Type	Notes	Current Fee	FY24/25 Proposed Fee with CPI	
12	Sports Facilities (Ritter Family Ballpark, TSC, Plasencia Fields, Tiago, Galli, Clyde Bland, Veterans & Legacy Fields)					
	Unauthorized Permit Use					
		Minimum	Per Occurrence		\$ 5	\$ 5
		Maximum	Per Occurrence		\$ 15	\$ 15
	No Show Occurance					
		Minimum	Per Occurrence		\$ 5	\$ 5
		Maximum	Per Occurrence		\$ 15	\$ 15
	Standard Field (Ritter Family Ballpark, Tiago, Clyde, Galli, Veteran Fields)					
	League/Individual					
		Non-Profit Youth Classification	Per Hour, Per Field		\$ 10	\$ 10
		Non-Profit Adult Classification	Per Hour, Per Field		\$ 15	\$ 15
		Private Classification	Per Hour, Per Field		\$ 28	\$ 28
		Commercial Classification	Per Hour, Per Field		\$ 39	\$ 39
	Premium Field (TSC, Plasencia Fields, Legacy Fields)					
	League/Individual					
		Non-Profit Youth Classification	Per Hour, Per Field		\$ 12	\$ 12
		Non-Profit Adult Classification	Per Hour, Per Field		\$ 19	\$ 19
		Private Classification	Per Hour, Per Field		\$ 28	\$ 34
		Commercial Classification	Per Hour, Per Field		\$ 39	\$ 46
	Lights Fee - League/Individual					
		Non-Profit Youth Classification	Per Hour, Per Field		\$ 10	\$ 10
		Non-Profit Adult Classification	Per Hour, Per Field		\$ 13	\$ 13
		Private Classification	Per Hour, Per Field		\$ 17	\$ 17
		Commercial Classification	Per Hour, Per Field		\$ 24	\$ 24
	Deposit for Baseball/Softball Bases	Per Rental		\$ 288	\$ 288	
	Storage Container License	Per Sq. Ft. of Ground Space		\$ 0.51	\$ 0.51	
Daily Fee - Tournaments - Standard Fields						
	Non-Profit Youth Classification	Per Hour, Per Field		\$ 81	\$ 81	
	Non-Profit Adult Classification	Per Hour, Per Field		\$ 131	\$ 131	
	Private Classification	Per Hour, Per Field		\$ 163	\$ 163	
	Commercial Private Classification	Per Hour, Per Field		\$ 195	\$ 195	
Daily Fee - Tournaments - Premium Fields						
	Non-Profit Youth Classification	Per Hour, Per Field		\$ 109	\$ 109	



Parks & Recreation - Recreation Services - Community Facilities Division

Fee No.	Fee Name	Fee Type	Notes	Current Fee	FY24/25 Proposed Fee with CPI
	Non-Profit Adult Classification	Per Hour, Per Field		\$ 145	\$ 145
	Private Classification	Per Hour, Per Field		\$ 281	\$ 281
	Commercial Private Classification	Per Hour, Per Field		\$ 387	\$ 387



Parks & Recreation - Recreation Services - Community Facilities Division

Fee No.	Fee Name	Fee Type	Notes	Current Fee	FY24/25 Proposed Fee with CPI
	Lights Fee - Tournaments				
	Non-Profit Youth Classification	Per Hour, Per Field		\$ 10	\$ 10
	Non-Profit Adult Classification	Per Hour, Per Field		\$ 13	\$ 13
	Private Classification	Per Hour, Per Field		\$ 13	\$ 18
	Commercial Classification	Per Hour, Per Field		\$ 13	\$ 25
	Field Damage Deposit	Per Field		\$ 121	\$ 121
	Gate Fee - Tournaments				
	All Classifications	Per Tournament		\$ 125	\$ 125
	On-site Staffing Fee for Sports Fields Use				
	All Classifications	Per Hour, Per Complex		\$ 33	\$ 33
	Softball Field Preparations				
	A Prep - Light Watering	Per Preparation		\$ 13	\$ 13
	B Prep - Light Watering, Minor Dragging	Per Preparation		\$ 19	\$ 19
	C Prep - Full Field Preparation	Per Preparation		\$ 50	\$ 50
	Outfield Fencing Rental	Per Field		\$ 143	\$ 143
	Concession Stands				
	Non-Profit	Per Occurrence		\$ 5	\$ 5
	Private	Per Occurrence		\$ 8	\$ 8
	Commercial Private Classification	Per Occurrence		\$ 12	\$ 12
	Monthly Rental Rate	Per Month		\$ 152	\$ 152
	Mobile Food Truck	Per Occurrence		\$ 5	\$ 5
13	Joe Wilson Community Pool Rentals				
	Any Size Groups, When Organization Provides Own Lifeguards & Includes 1 Senior Lifeguard				
	All Classifications	Per Hour (Min. 2 Hours)		\$ 84	\$ 86
	Up to 50 People, Includes 1 Senior Lifeguard & 1 Lifeguard				
	Non-Profit Classification	Per Hour (Min. 2 Hours)		\$ 102	\$ 104
	Private Classification	Per Hour (Min. 2 Hours)		\$ 113	\$ 116
	Commercial Classification	Per Hour (Min. 2 Hours)		\$ 125	\$ 128
	Up to 75 People, Includes 1 Senior Lifeguard & 2 Lifeguards				
	Non-Profit Classification	Per Hour (Min. 2 Hours)		\$ 120	\$ 123
	Private Classification	Per Hour (Min. 2 Hours)		\$ 131	\$ 135
	Commercial Classification	Per Hour (Min. 2 Hours)		\$ 143	\$ 146
	Up to 100 People, Includes 1 Senior Lifeguard & 3 Lifeguards				
	Non-Profit Classification	Per Hour (Min. 2 Hours)		\$ 137	\$ 141
	Private Classification	Per Hour (Min. 2 Hours)		\$ 149	\$ 153
	Commercial Classification	Per Hour (Min. 2 Hours)		\$ 162	\$ 166
	Deposits				



Parks & Recreation - Recreation Services - Community Facilities Division

Fee No.	Fee Name	Fee Type	Notes	Current Fee	FY24/25 Proposed Fee with CPI
	All Classifications, All Group Sizes	Per Rental		\$ 179	\$ 184
	Additional Joe Wilson Pool Rental Fees				
	Extra lifeguard (as deemed necessary by staff, based on event)	Per Hour, Per Lifeguard		\$ 18	\$ 18



Parks & Recreation - Recreation Services - Community Facilities Division

Fee No.	Fee Name	Fee Type	Notes	Current Fee	FY24/25 Proposed Fee with CPI
	Recreational Swim Pavilion Rental (1089 sqft)	Per Hour		\$ -	\$ 30
14	Airport Rental				
	New Jerusalem Runway Area	Per Day		\$ 1,404	\$ 1,440
	Tracy Municipal Airport Parking Lot	Per Day		\$ 1,404	\$ 1,440
15	City Owned Airport Hangar Rental Rates				
	F-Series	per Month		\$ 263	\$ 281
	3-Series	per Month		\$ 319	\$ 342
	4-Series	per Month		\$ 319	\$ 342
	G-Series	per Month		\$ 331	\$ 354
	B-Series	per Month		\$ 441	\$ 471
16	Parades on Downtown Streets		[4]		
	Short Parade Route				
	Non-Profit Classification	Per Parade		\$ 1,193	\$ 1,224
	Standard Parade Route				
	Non-Profit Classification	Per Parade		\$ 1,492	\$ 1,530
	Long Parade Route				
	Non-Profit Classification	Per Parade		\$ 1,909	\$ 1,959
	Co-Sponsorship Events				
	Indoor City Facility Rental	Per Event		\$ -	\$ -
	Outdoor City Facility Rental	Per Event		\$ -	\$ -
	Street Closures (i.e barricades, signage, delineator, etc.)	Per Event		\$ -	\$ -
	City Equipment & Material (i.e. mobile stage, etc)	Per Event		\$ -	\$ -
	City Staffing	Per Event		\$ -	\$ -
	Encroachment Permit	Per Event		\$ -	\$ -
17	For Services Requested of City staff which have no Fee Listed in this Fee Schedule. Additionally, the City will Pass-through to the Applicant any Discrete Costs Incurred from the Use of External Service Providers if Required to Process the Specific Application.				
	Full-Time				
	During Business Hours	per hour		\$ 223	\$ 229
	After Business Hours	per hour		\$ 248	\$ 255
	Part-Time				
	During Business Hours	per hour		\$ 28	\$ 29
	After Business Hours	per hour		\$ 32	\$ 33

Notes

- [1] An additional deposit is required for all activities where alcohol is sold or served
- [2] All Classifications: Fee is applied to all approved inflatable requests to accompany a park rental
- [3] Includes projector and screen use
- [4] Exception: Until further notice, Parade Fees will not be charged for Public School District-sponsored parades.



Parks & Recreation - Recreation Services Division

Fee No.	Fee Name	Fee Type	Notes	Current Fee	FY24/25 Proposed Fee with CPI
1	Administration				
	Advertising Fee for Activity Guide	Per Advertisement	[1]		
	Full Page, Back Cover			\$ 1,153	\$ 1,183
	Full Page, Inside Back Cover			\$ 577	\$ 592
	½ Page, Inside			\$ 404	\$ 414
	¼ Page, Inside			\$ 231	\$ 237
	Program Transaction Fee (Applied to withdrawal, refund, credit, or transfer)	Per Transaction		\$ 5	\$ 5
	Early Registration Discount	Per Advertisement	[3]	\$ (10)	\$ (11)
	Online Registration Discount	Per Advertisement	[3]	\$ (10)	\$ (11)
	Sibling Registration Discount	Per Advertisement	[3]	10%	11%
	Range of Fee Increase for Contract Classes	Per Advertisement	[4]	21%	22%
	Volunteer Incentive Discount (volunteers for youth league programs i.e. Jr. Giants, Jr. Warriors)	Per Registration	[4]	15%	15%
	10% Non-Resident fee applied to all classes, programs, leagues, camps, etc.	Per Registration	[7]	10%	10%
	Lost, Broken, or Stolen Equipment Replacement Cost	Per item			Actual Cost
2	Special Interest				
	Academic Tutoring/Homework Help	Per 4-Week Session	[4,7]	\$ 149	\$ 149
	Adult, Child, Infant CPR & AED Training	Per Class	[4,7]	\$ 100	\$ 100
	AI and ML for Young Minds	Per 1-Week Session	[4,7]	\$ -	\$ 300
	American Sign Language for Beginners	Per 5-Week Session	[4,7]	\$ 120	\$ 120
	Anxious About Anxiety: Scared to Socialize	Per 8-Week Session	[4,7]	\$ 300	\$ 300
	Anxious About Anxiety: Panicking About Panic Attacks	Per 8-Week Session	[4,7]	\$ 300	\$ 300
	App Design	Per 1-Week Session	[4,7,9]	\$ 209	\$ 214
	NEW! App Design on Android	Per 1-Week Session	[4,7,9]	\$ 160	\$ 164
	App Design on Android (Half Day)	Per 1-Week Session	[4,7]	\$ 199	\$ 199
	App Design on Android	Per 12-Week Session	[4,7]	\$ 275	\$ 275
	Athletic Perfection Rolls, Handstands & Cartwheels	Per 4-Week Session	[4,7,9]	\$ 93	\$ 96
	Cleantech with Electrical Circuit Kits	Per 1-Week Session	[4,7]	\$ 300	\$ 300
	Code Your Own Arcade Adventure	Per 4-Week Session	[4,7]	\$ 229	\$ 229
	Creative Writing	Per 1-Week Session	[4,7]	\$ -	\$ 299
	Creative Writing, 2D Animation, Coding, Sketching	Per 1-Week Session	[4,7]	\$ 229	\$ 229



Parks & Recreation - Recreation Services Division

Fee No.	Fee Name	Fee Type	Notes	Current Fee	FY24/25 Proposed Fee with CPI
	Creative Writing, 2D Animation, Coding, Sketching (Full Day)	Per 1-Week Session	[4,7]	\$ 449	\$ 449
	Design A Robotic Car	Per 1-Week Session	[4,7]	\$ 244	\$ 244
	Design Your Own Website	Per 1-Week Session	[4,7]	\$ 199	\$ 199
	Design Your Own Toys with a 3D Pen	Per 1-Week Session	[4,7]	\$ -	\$ 275
	Digital Art with Python	Per 1-Week Session	[4,7]	\$ 199	\$ 199
	Exploring Robots with Sphero RVR	Per 1-Week Session	[4,7]	\$ 199	\$ 199
	Exploring Robots with Sphero RVR	Per 12-Week Session	[4,7]	\$ 295	\$ 295
	Exploring Robots with Sphero RVR & Little Bits	Per 12-Week Session	[4,7]	\$ 295	\$ 295
	Exploring Robots with Sphero RVR, Little Bits & MicroBits	Per 1 Week-Session	[4,7]	\$ 449	\$ 449
	Game Design	Per 4-Week Session	[4,7]	\$ 119	\$ 119
	Game Design Coding Adventure	Per 1-Week Session	[4,7]	\$ -	\$ 359
	Game Design Level 1	Per 1-Week Session	[4,7]	\$ 189	\$ 189
	Game Design Level 2	Per 4-Week Session	[4,7]	\$ 189	\$ 189
	Game Design with Scratch	Per 4-Week Session	[4,7]	\$ 275	\$ 275
	Game Development with Microsoft MakeCode	Per 4-Week Session	[4,7]	\$ 199	\$ 199
	Hands-on-Coding to Play with Your Bot	Per 1-Week Session	[4,7]	\$ -	\$ 275
	Introduction to App Design for Android	Per 1-Week Session	[4,7]	\$ 325	\$ 325
	Introduction to Python	Per 12-Week Session	[4,7]	\$ 275	\$ 275
	Investing in Stocks, Bonds, and More...	Per 1 Week-Session	[4,7]	\$ -	\$ 325
	Junior Developers	Per 4-Week Session	[4,7]	\$ 199	\$ 199
	JR STEM Discoveries	Per 4-Week Session	[4,7]	\$ 229	\$ 229
	LEGO Camp (Half Day)	Per Week	[4,7]	\$ 252	\$ 259
	Minecraft Modding	Per 4-Week Session	[4,7]	\$ 199	\$ 199
	Money Matters: From Barter to Blockchain	Per 1-Week Session	[4,7]	\$ -	\$ 300
	Python Programming	Per 1-Week Session	[4,7]	\$ 199	\$ 199
	Roblox Game Design (Half Day)	Per 12-Week Session	[4,7]	\$ 275	\$ 299
	Roblox Game Design (Full Day)	Per 1-Week Session	[4,7]	\$ 449	\$ 449



Parks & Recreation - Recreation Services Division

Fee No.	Fee Name	Fee Type	Notes	Current Fee	FY24/25 Proposed Fee with CPI
	Roblox Game Designer	Per 1-Week Session	[4,7]	\$ 199	\$ 199
	Roblox Development	Per 4-Week Sesssion	[4,7]	\$ 199	\$ 199
	Robotics - Design your Rover with Sphero's RVR & Little Bits	Per 1-Week Session	[4,7]	\$ 225	\$ 225
	Robotics - Design your Rover with Sphero's RVR & MicroBit	Per 1-Week Session	[4,7]	\$ 180	\$ 180
	Robotics - Design your Rover with Sphero's RVR & RaspberryPi	Per 1-Week Session	[4,7]	\$ 225	\$ 225
	Robotics – Design & Program your Car with Arduino	Per 1-Week Session	[4,7]	\$ 485	\$ 485
	STEM/3D Print	Per 4 Week Session	[4,7]	\$ 199	\$ 199
	Story Writing & Animation Coding with Scratch	Per 1-Week Session	[4,7]	\$ 214	\$ 214
	Use AI to Create Your Own Video Game with Scratch	Per 1-Week Session	[4,7]	\$ 300	\$ 300
	Your Startup Pitch That VCs Would Love	Per 1-Week Session	[4,7]	\$ -	\$ 325
	Tennis				
	Adult Beginning Tennis	Per 4-Week Session	[4,7,9]	\$ 83	\$ 85
	Tiny Tots Tennis Lesson	Per 4-Week Session	[4,7]	\$ 42	\$ 51
	Junior Beginner Tennis Lesson	Per 4-Week Session	[4,7]	\$ 42	\$ 51
	Beginners Tennis Summer Camp	Per 4-Day Session	[4,7]	\$ 84	\$ 102
	12 & Under Tennis	Per 4-Week Session	[4,7]	\$ 72	\$ 82
	High School Tennis Prep	Per 4-Week Session	[4,7]	\$ 72	\$ 82
	Middle School/High School Team Tennis Prep	Per 4-Week Session	[4,7,9]	\$ 72	\$ 74
	Middle School (Challenger) Team Tennis Prep	Per 4-Week Session	[4,7]	\$ 82	\$ 82
	Middle School/High School Tennis Summer Camp	Per 4-Day Session	[4,7]	\$ 152	\$ 152
	13 & Under Tennis Camp	Per 1-Week Session	[4,7]	\$ 68	\$ 82
	Unraveling Computers & Coding	Per 1-Week Session	[4,7]	\$ 199	\$ 199
	Unraveling Computers & Coding Level 1	Per 1-Week Session	[4,7]	\$ 199	\$ 199
	Website Designing with HTML/CSS/JavaScript	Per 12-Week Session	[4,7]	\$ 275	\$ 275
	Winter Camp - Game Design	Per 1-Week Session	[4,7]	\$ 109	\$ 109
	Winter Camp - Young Engineers	Per 1-Week Session	[4,7]	\$ 99	\$ 99
	Fall Break Camp - Young Engineers	Per 3-Day Session	[4,7]	\$ 295	\$ 295



Parks & Recreation - Recreation Services Division

Fee No.	Fee Name	Fee Type	Notes	Current Fee	FY24/25 Proposed Fee with CPI
	Spring Break Camp - Young Engineers	Per 1-Week Session	[4,7]	\$ 295	\$ 295
	Summer Camp - Young Enginners (Half Day) Camp	Per 1-Week Session	[4,7]	\$ 299	\$ 299
	Summer Camp - Young Enginners (Full Day) Camp	Per 1-Week Session	[4,7]	\$ 449	\$ 449
	Young Engineers	Per 4-Week Session	[4,7]	\$ 119	\$ 119
	Young Engineers Camp	Per 1-Week Session	[4,7]	\$ 199	\$ 199
	Young Engineers	Per 12-Week Session	[4,7]	\$ 295	\$ 295
	Building Confidence in Public Speaking	Per 1-Week Session	[4,7]	\$ 199	\$ 199
	Speaking with Confidence	Per 1-Week Session	[4,7]	\$ 199	\$ 199
	Debates and Public Speaking Combo Series	Per 1-Week Session	[4,7]	\$ 199	\$ 199
	Debates and Public Speaking Level 1	Per 1-Week Session	[4,7]	\$ 199	\$ 199
	Debates and Public Speaking Level 2	Per 1-Week Session	[4,7]	\$ 199	\$ 199
	Essentials of Debating	Per 1-Week Session	[4,7]	\$ 160	\$ 160
	Fiesta Cooking Camp	Per 1-Week Session	[4,7]	\$ 305	\$ 305
	Gurus Building Public Speaking Confidence	Per 1-Week Session	[4,7]	\$ 199	\$ 199
	Gurus Medi Kids: Health Matters	Per 1-Week Session	[4,7]	\$ 149	\$ 149
	Introduction to Speech Writing	Per 1-Week Session	[4,7]	\$ 160	\$ 160
	Little Masters of Public Speaking Level 2	Per 1-Week Session	[4,7]	\$ 199	\$ 199
	Personal Finance	Per 1-Week Session	[4,7]	\$ 149	\$ 149
	Basic Personal Finance	Per 2-Week Session	[4,7]	\$ 100	\$ 100
	Pre-Public Speaking- Advanced Speech Writing	Per 1-Week Session	[4,7]	\$ 160	\$ 160
	Pre-Public Speaking- Building Confidence	Per 1-Week Session	[4,7]	\$ 160	\$ 160
	Pre-Public Speaking- Building Confidence	Per 1-Week Session	[4,7]	\$ 199	\$ 199
	Public Speaking & Debate Skills - Sports & Teams	Per 1-Week Session	[4,7]	\$ 149	\$ 149
	Public Speaking and Debates Spring Break Camp	Per 1-Week Session	[4,7]	\$ 199	\$ 199
	Public Speaking and Debating Skills: TED Talk Style	Per 1-Week Session	[4,7]	\$ 149	\$ 149
	Public Speaking and Debating Skills: Theme Around the World	Per 1-Week Session	[4,7]	\$ 249	\$ 249
	Public Speaking and Debating Skills: Theme: Super Powers	Per 1-Week Session	[4,7]	\$ 249	\$ 249



Parks & Recreation - Recreation Services Division

Fee No.	Fee Name	Fee Type	Notes	Current Fee	FY24/25 Proposed Fee with CPI
	SMART Camp	Per 1-Week Session	[4,7]	\$ 299	\$ 299
	Writing & Creativity Skills - Nature is Beautiful	Per 1-Week Session	[4,7]	\$ 149	\$ 149
	Baseball Tots	Per 6-Week Session	[4,7,9]	\$ 49	\$ 50
	Beach Volleyball Camp	Per 1-Week Session	[4,7]	\$ 159	\$ 159
	Beginning Golf Camp	Per 1-Week Session	[4,7]	\$ 165	\$ 165
	Chess	Per 7-Week Session	[4,7]	\$ 125	\$ 125
	Spring Chess Camp	Per 1-Week Session	[4,7]	\$ 225	\$ 225
	Cooking, Sewing & Spanish Language Fiesta	Per 1-Week Session	[4,7]	\$ 630	\$ 630
	Cooking, Sewing & Spanish Language Fiesta (Full Day) Camp	Per 1-Week Session	[4,7]	\$ 807	\$ 807
	Hi-Five - Intro to Cricket	Per 4-Week Session	[4,7]	\$ 75	\$ 75
	Mandarin Language Camp	Per 1-Week Session	[4,7]	\$ 305	\$ 305
	Mini-Hawk Camp	Per 1-Week Session	[4,7]	\$ 165	\$ 165
	MiniHawk Multi Sport	Per 3 week Session	[4,7]	\$ 89	\$ 89
	PhysEd Fun	Per 6-Week Session	[4,7,9]	\$ 49	\$ 50
	Race Across the Rainforest Camp	Per 4-day session	[4,7]	\$ 250	\$ 250
	Sewing Camp	Per 1-Week Session	[4,7]	\$ 295	\$ 295
	Skyhawks 1st Down Tots	Per 5-Week Session	[4,7]	\$ 89	\$ 89
	Skyhawks (All Boys & Girls) Soccer Camp	Per 1-Week Session	[4,7]	\$ 222	\$ 222
	Skyhawks Baseball Skills	Per 1-5-Week Session	[4,7]	\$ 99	\$ 99
	Skyhawks Baseball Tots	Per 5-Week Session	[4,7]	\$ 89	\$ 89
	Skyhawks Basketball Skills	Per 5-Week Session	[4,7]	\$ 125	\$ 125
	Skyhawks Basketball Tots	Per 5-Week Session	[4,7]	\$ 89	\$ 89
	Hi-Five - Lil' Ballers	Per 4-Week Session	[4,7]	\$ 75	\$ 75
	Skyhawks Elite Basketball Skills	Per 5-Week Session	[4,7]	\$ 125	\$ 125



Parks & Recreation - Recreation Services Division

Fee No.	Fee Name	Fee Type	Notes	Current Fee	FY24/25 Proposed Fee with CPI
	Skyhawks Flag Football Camp	Per 5-Week Session	[4,7]	\$ 220	\$ 220
	Hi-Five Football Spring Camp	Per 1-Week Session	[4,7]	\$ 299	\$ 299
	Skyhawks Flag Football Skills	Per 5-Week Session	[4,7]	\$ 111	\$ 111
	Hi-Five - Lil' Heisman Flag Football	Per 4-Week Session	[4,7]	\$ 75	\$ 75
	Skyhawks Golf Camp	Per 1-Week Session	[4,7]	\$ 220	\$ 220
	Skyhawks MiniHawk Camp	Per 5-Week Session	[4,7]	\$ 220	\$ 220
	Skyhawks Multi Sport	Per 1-Week Session	[4,7]	\$ 99	\$ 99
	Hi-Five - Sports Summer Camp (Half Day)	Per 4-Week Session	[4,7]	\$ 299	\$ 299
	Hi-Five - Sports Summer Camp (Full Day)	Per 4-Week Session	[4,7]	\$ 455	\$ 455
	Hi-Five - Multi-Sport Spring Camp	Per 1-Week Session	[4,7]	\$ 299	\$ 299
	Hi-Five - Multi-Sport	Per 6-Week Session	[4,7]	\$ 108	\$ 108
	Hi-Five - Introduction to Sports & Fitness	Per 4-Week Session	[4,7]	\$ 75	\$ 75
	Skyhawks Soccer Camp	Per 5-Week Session	[4,7]	\$ 220	\$ 220
	Hi-Five - Soccer Spring Camp	Per 1-Week Session	[4,7]	\$ 299	\$ 299
	Skyhawks Soccer Skills (1/2 Day)	Per 5-Week Session	[4,7]	\$ 99	\$ 99
	Skyhawks Soccer Skills (Full Day)	Per 5-Week Session	[4,7]	\$ 111	\$ 111
	Skyhawks Soccer Tots	Per 5-Week Session	[4,7]	\$ 89	\$ 89
	Hi-Five Tot Soccer	Per 4-Week Session	[4,7]	\$ 75	\$ 75
	Skyhawks Track and Field	Per 5-Week Session	[4,7]	\$ 109	\$ 109
	Slimetopia Camps	Per 1-week session	[4,7]	\$ 265	\$ 265
	Steam-Warts: Academy of Wizards, Spells & Potions	Per 1-week session	[4,7]	\$ 250	\$ 250
	Summer Fun Learning Spanish Camp	Per 4-day session	[4,7]	\$ 236	\$ 236
	All Sorts of Sports	Per 1-Week Session	[4,7]	\$ 225	\$ 225
	Kids Zumba	Per 8-Week Session	[4,7]	\$ 100	\$ 100
	Adult Zumba	Per 8-Week Session	[4,7]	\$ 100	\$ 100
	Zumba Gold	Per 8-Week Session	[4,7]	\$ 100	\$ 100
	Adult Brazilian Jiu-Jitsu	Per 6-Week Session	[4,7]	\$ 175	\$ 175



Parks & Recreation - Recreation Services Division

Fee No.	Fee Name	Fee Type	Notes	Current Fee	FY24/25 Proposed Fee with CPI
	Kids Brazilian Jiu-Jitsu	Per 6-Week Session	[4,7]	\$ 175	\$ 175
	Little Samurai's Brazilian Jiu-Jitsu	Per 6-Week Session	[4,7]	\$ 175	\$ 175
	Tiny Tigers Taekwondo	Per 5-Week Session	[4,7]	\$ 209	\$ 209
	Tiny Tigers Martial Arts	Per 4-Week Session	[4,7]	\$ 209	\$ 209
	White Belt Beginner Taekwondo	Per 5-Week Session	[4,7]	\$ 209	\$ 209
	White Belt Beginner	Per 4-Week Session	[4,7]	\$ 209	\$ 209
	World Mixed Martial Arts - Beginner	Per 6-Week Session	[4,7]	\$ 60	\$ 60
	World Mixed Martial Arts - Advanced	Per 6-Week Session	[4,7]	\$ 70	\$ 70
	High Intensity Cardio Kickboxing	Per 6-Week Session	[4,7]	\$ 60	\$ 60
	Arnis/Eskrima Stick & Open Hand Defense	Per 6-Week Session	[4,7]	\$ 60	\$ 60
	Dragons Kid Safe Martial Arts	Per 4-Week Session	[4,7]	\$ 64	\$ 64
	Students with Disabilities (WSD) Martial Arts	Per 5-Week Session	[4,7]	\$ 72	\$ 72
	Cardio Kicks- Kickboxing & Self-Defense Martial Arts	Per 5-Week Session	[4,7]	\$ 72	\$ 72
	Tiny Tots Martial Arts	Per 5-Week Session	[4,7]	\$ 72	\$ 72
	Teen & Adult Taekwondo	Per 5-Week Session	[4,7]	\$ 209	\$ 209
	Pinnacle Kids Taekwondo	Per 5-Week Session	[4,7]	\$ 209	\$ 209
	Foundations of Dog Training 101	Per 7-Week Session	[4,7,9]	\$ 100	\$ 103
	Foundations of Dog Training 102	Per 7-Week Session	[4,7,9]	\$ 100	\$ 103
3	Youth & Teens				
	Teen Events				
	Minimum	Per Person	[7,9]	\$ 5	\$ 6
	Maximum	Per Person	[7,9]	\$ 22	\$ 23
	Teen Camps				
	Minimum	Per Week	[7,9]	\$ 80	\$ 82
	Maximum	Per Week	[7,9]	\$ 100	\$ 103
	Leaders in Training: Jr. Rec Leaders				
	Minimum	Per Week	[7,9]	\$ 100	\$ 103
	Maximum	Per Week	[7,9]	\$ 150	\$ 154
	Teen Trip (Transportation)		[8]		
	Minimum	Per Trip		\$ 40	\$ 41
	Maximum	Per Trip		\$ 50	\$ 51



Parks & Recreation - Recreation Services Division

Fee No.	Fee Name	Fee Type	Notes	Current Fee	FY24/25 Proposed Fee with CPI
4	S.A.F.E. (Teen After School Program)				
	Minimum	Per Membership Per School Year	[7,9]	\$ 58	\$ 59
	Maximum	Per Membership Per School Year	[7,9]	\$ 115	\$ 118
	Other:				
	Per Scrapbooking Class	Per Class	[9]	\$ 5	\$ 6
	Per Cooking Class	Per Class	[9]	\$ 5	\$ 6
5	Mobile Recreation (Roll'n Rec)	Per Person		\$ -	\$ -
6	Youth Development				
	Monthly ROC (Recreation on Campus After School)				
	Minimum	Per Regular, Per Month	[7,9]	\$ 208	\$ 213
	Maximum	Per Regular, Per Month	[7,9]	\$ 277	\$ 284
	ROC (Recreation on Campus After School)				
	Late Pick-Up				
	Minimum	Per Minute	[9]	\$ 1	\$ 2
	Maximum	Per Half Hour	[9]	\$ 35	\$ 36
	Daily ROC (Recreation on Campus After School)				
	Minimum	Per Day	[7,9]	\$ 17	\$ 18
	Maximum	Per Day	[7,9]	\$ 27	\$ 28
	Hourly ROC (Recreation on Campus After School)				
	Minimum	Per Hour, Per Month	[7,9]	\$ 121	\$ 124
	Maximum	Per Hour, Per Month	[7,9]	\$ 166	\$ 170
	Summer Camp (Full Day) 7am-6pm				
	Minimum	Per Week	[3,7,9]	\$ 162	\$ 166
	Maximum	Per Week	[3,7,9]	\$ 221	\$ 227
	Summer Camp Extended Care Fees (7am-9am, 3pm-6pm)	Per Week	[3,7,9]	\$ 40	\$ 41
	Summer Camp 9am-3pm ONLY	Per Week	[3,7,9]	\$ 173	\$ 178
	Summer Camp (Half Day) 9am-12pm or 1pm-4pm*				
	Minimum	Per Week	[3,7,9]	\$ 74	\$ 76
	Maximum	Per Week	[3,7,9]	\$ 104	\$ 107
7	Seniors				
	Senior Health and Wellness				
	Power Walk	Per Class		\$ -	\$ -
	Senior Fitness				
	Daily Drop-In	Per Class	[10]	\$ 1	\$ 1
	25 - Visit Pass	Per Pass	[7]	\$ 23	\$ 23
	Senior Self Defense	Per Class	[10]	\$ 1	\$ 1
	Senior Tai Chi	Per 4-Week Session	[7]	\$ 22	\$ 22
	Senior Chair Yoga	Per Class	[10]	\$ 1	\$ 1
	Senior Yoga	Per Class	[10]	\$ 1	\$ 1
	Senior Zumba Gold	Per Class	[10]	\$ 1	\$ 1



Parks & Recreation - Recreation Services Division

Fee No.	Fee Name	Fee Type	Notes	Current Fee	FY24/25 Proposed Fee with CPI
	Senior Indoor Tennis	Per Class	[10]	\$ 1	\$ 1
	5 Visit - Ballroom Dance Pass	Per Pass	[7]	\$ 23	\$ 23
	Senior Arts & Music		[7]		
	12 Visit Drop-In Activities Card	Per Card		\$ 23	\$ 23
	Arts & Craft Class	Per Class		\$ -	\$ -
	Arts & Craft Project		[10]		
	Minimum	Per Project		\$ 5	\$ 5
	Maximum	Per Project		\$ 12	\$ 12
	Painting	Per Class		\$ -	\$ -
	Scrapbooking	Per Class		\$ -	\$ -
	Needle Art	Per Class		\$ -	\$ -
	Jewelry Making	Per Class	[10]	\$ 12	\$ 12
	Card Making	Per Class	[10]	\$ 2	\$ 2
	Line Dancing	Per Class	[10]	\$ 2	\$ 2
	Country Jams	Per Class	[10]	\$ 2	\$ 2
	Senior Recreation				
	Tea Social	Per Class		\$ -	\$ -
	Bingo	Per Class		\$ -	\$ -
	Social Recreation Programs	Per Class		\$ -	\$ -
	Table Games	Per Class		\$ -	\$ -
	Indoor Pickleball	Per Class	[10]	\$ 1	\$ 1
	Ping Pong				
	Daily Drop-in	Per Class	[10]	\$ 1	\$ 1
	24- Visit pass	24-Visit Pass	[7]	\$ 23	\$ 23
	Senior Special Events (Includes Dances)				
	Minimum	Per Event	[7]	\$ 5	\$ 5
	Maximum	Per Event	[7]	\$ 23	\$ 23
	Booth for Special Events				
	Non-Profit	Per Event		\$ 28	\$ 28
	For-Profit	Per Event		\$ 58	\$ 58
	Senior Trips				
	Bus Trips (Resident/Non-Resident)		[7, 8]		
	Resident	Per Person		\$ 37	\$ 37
	Senior Social Services				
	Lunch Program	Per Month		\$ -	\$ -
	AARP Programs	Per Month		\$ -	\$ -
	Other Services	Per Month		\$ -	\$ -
	Clubs	Per Month		\$ -	\$ -
8	Athletics				
	Adult Sports				
	Adult Slow Pitch Leagues				
	Minimum	Per Team	[5,9]	\$ 323	\$ 331
	Maximum	Per Team	[5,9]	\$ 599	\$ 615
	Adult/Youth Fast Pitch Leagues				
	Minimum	Per Team	[5,9]	\$ 519	\$ 533
	Maximum	Per Team	[5,9]	\$ 691	\$ 709
	Adult/Youth Softball Tournament				
	Minimum	Per Team	[6,9]	\$ 288	\$ 296
	Maximum	Per Team	[6,9]	\$ 577	\$ 592
	Adult Softball Protest Fee	Per Protest		\$ 28	\$ 29
	Adult Flag Football League				
	Minimum	Per Team	[5,9]	\$ 462	\$ 474
	Maximum	Per Team	[5,9]	\$ 691	\$ 709



Parks & Recreation - Recreation Services Division

Fee No.	Fee Name	Fee Type	Notes	Current Fee	FY24/25 Proposed Fee with CPI
	Adult Kickball League				
	Minimum	Per Team	[5,9]	\$ 317	\$ 325
	Maximum	Per Team	[5,9]	\$ 462	\$ 474



Parks & Recreation - Recreation Services Division

Fee No.	Fee Name	Fee Type	Notes	Current Fee	FY24/25 Proposed Fee with CPI
9	Youth Sports				
	Resident				
	Youth Basketball League (Youth Hoops)				
	Minimum	Per Player	[5,7,9]	\$ 86	\$ 88
	Maximum	Per Player	[5,7,9]	\$ 92	\$ 95
	Jr. Giants Youth Baseball (Free Program)	Per Player	[4]	\$ -	\$ -
	49er Prep Flag Football (Free Program)	Per Player		\$ -	\$ -
	Youth Sports Camps				
	Minimum	Per Player	[5,7,9]	\$ 86	\$ 88
	Maximum	Per Player	[5,7,9]	\$ 92	\$ 95
	Flag Football League				
	Minimum	Per Player	[5,7,9]	\$ 86	\$ 88
	Maximum	Per Player	[5,7,9]	\$ 104	\$ 107
	Friday Night Lights Flag Football League				
	Minimum	Per Player	[5,7,9]	\$ 150	\$ 154
	Maximum	Per Player	[5,7,9]	\$ 175	\$ 180
	Tracy Tots Baby Gym	Per 4-week session	[7,9]	\$ 25	\$ 25
10	Aquatics				
	World's Largest Swim Lesson Event (Free Event)	Per Person		\$ -	\$ -
	Aquatics Special Events (Dive-in Movie, Teen Events, Pumpkin Drive)				
	Minimum	Per Person		\$ 5	\$ 5
	Maximum	Per Person	[9]	\$ 25	\$ 26
	General Recreation Swim				
	Individual Entrance Fee				
	Minimum	Per Person		\$ 2	\$ 2
	Maximum	Per Person		\$ 5	\$ 5
	10 Visit Pass				
	Minimum	Per Pass	[9]	\$ 26	\$ 27
	Maximum	Per Pass	[9]	\$ 47	\$ 48
	Senior (50+) 10 Visit Pass				
	Minimum	Per Pass		\$ 16	\$ 16
	Maximum	Per Pass	[9]	\$ 47	\$ 48



Parks & Recreation - Recreation Services Division

Fee No.	Fee Name	Fee Type	Notes	Current Fee	FY24/25 Proposed Fee with CPI
	Swim Lessons				
	Parent Tot				
	Resident				
	Minimum	Per Person	[7]	\$ 26	\$ 27
	Maximum	Per 2 Week Session	[7]	\$ 94	\$ 96
	Swim Skills (Levels 1-4)				
	Resident				
	Minimum	Per Person	[7, 9]	\$ 27	\$ 28
	Maximum	Per Person, Per 2 Week Session	[7, 9]	\$ 69	\$ 71
	Advanced Swim				
	Resident				
	Minimum	Per Person	[7, 9]	\$ 27	\$ 28
	Maximum	Per Person, Per 2 Week Session	[7, 9]	\$ 69	\$ 71
	Water Exercise				
	Drop-in				
	Minimum	Per Person	[9]	\$ 4	\$ 5
	Maximum	Per Person	[9]	\$ 8	\$ 9
	10 Visit Pass				
	Minimum	Per Pass	[9]	\$ 37	\$ 38
	Maximum	Per Pass	[9]	\$ 79	\$ 81
	Senior Water Exercise - 10 Visit Pass	10 Visit Pass			
	Minimum	Per Pass		\$ 27	\$ 28
	Maximum	Per Pass		\$ -	\$ 40
	Lap Swimming				
	Individual Entrance Fee				
	Minimum	Per Person		\$ 3	\$ 3
	Maximum	Per Person		\$ 5	\$ 5
	10 Visit Pass				
	Minimum	Per Pass	[9]	\$ 26	\$ 27
	Maximum	Per Pass	[9]	\$ 47	\$ 48
	Other Classes/Programs				
	Introduction to Lifesaving				
	Minimum	2 Week Session	[7, 9]	\$ 58	\$ 59
	Maximum	2 Week Session	[7, 9]	\$ 63	\$ 65
	Swim Camp				
	Minimum	2 Week Session	[7, 9]	\$ 79	\$ 81
	Maximum	2 Week Session	[7, 9]	\$ 105	\$ 108
	Diving				
	Minimum	2 Week Session	[7, 9]	\$ 58	\$ 59
	Maximum	2 Week Session	[7, 9]	\$ 63	\$ 65
	Basic Water Polo				
	Minimum	2 Week Session	[7, 9]	\$ 58	\$ 59
	Maximum	2 Week Session	[7, 9]	\$ 63	\$ 65
	Water Polo Fundamental Clinics				
	Minimum	1 Week Session		\$ -	\$ 50
	Maximum	1 Week Session		\$ -	\$ 55
	Life Guard Training				
	Minimum	Per Person	[7, 9]	\$ 241	\$ 247
	Maximum	Per Person	[7, 9]	\$ -	\$ 272
	Lifeguard Recertification				
	Minimum	Per Person	[7]	\$ -	\$ 90



Parks & Recreation - Recreation Services Division

Fee No.	Fee Name	Fee Type	Notes	Current Fee	FY24/25 Proposed Fee with CPI
	Maximum	Per Person	[7]	\$ -	\$ 99
	Lifeguard Instructor Training				
	Minimum	Per Person	[7]	\$ -	\$ 200
	Maximum	Per Person	[7]	\$ -	\$ 220
	Lifeguard Instructor Recertification Training				
	Minimum	Per Person	[7]	\$ -	\$ 125
	Maximum	Per Person	[7]	\$ -	\$ 138
	Private Swim Lesson (Saturday Only)				
	Minimum	Per Day	[7, 9]	\$ 12	\$ 13
	Maximum	Per Day	[7, 9]	\$ 14	\$ 15



Parks & Recreation - Recreation Services Division

Fee No.	Fee Name	Fee Type	Notes	Current Fee	FY24/25 Proposed Fee with CPI
11	Special Events				
	Event Ticket				
	Minimum	Per Person		\$ 19	\$ 20
	Maximum	Per Person		\$ 42	\$ 43
	Event Booth Fee				
	Minimum	Per Booth		\$ 26	\$ 27
	Maximum	Per Booth		\$ 157	\$ 161
	Contest Entry Fee				
	Minimum	Per Entry		\$ 26	\$ 27
	Maximum	Per Entry		\$ 42	\$ 43
12	For Services Requested of City staff which have no Fee Listed in this Fee Schedule. Additionally, the City will Pass-through to the Applicant any Discrete Costs Incurred from the Use of External Service Providers if Required to Process the Specific Application.				
	Full-Time				
	During Business Hours	per hour		\$ 223	\$ 229
	After Business Hours	per hour		\$ 248	\$ 255
	Part-Time				
	During Business Hours	per hour		\$ 28	\$ 29
	After Business Hours	per hour		\$ 32	\$ 33



Parks & Recreation - Recreation Services Division

Fee No.	Fee Name	Fee Type	Notes	Current Fee	FY24/25 Proposed Fee with CPI
---------	----------	----------	-------	-------------	-------------------------------

Notes

-
- [1] Applied to all advertising in City's Activity Guide publications
 - [2] Applied to all rental requests & special event permit requests
 - [3] To be used based on Staff's assessment of need, and based on participant levels
 - [4] To be Used based on Staff's assessment of need and negotiations with Contract Instructors
 - [5] League fees pending format, number of games & services
 - [6] Tournaments vary based on type of tournament and awards provided
 - [7] Non-Resident fees are 10% higher across the board
 - [8] Based on charter bus fees, destination and length of trip

Agenda Item 7.a

Parks & Community Services Commission Sports Field Quarterly Report January 1, 2024 – February 29, 2024

Organization	Sport	Date(s) of Violation	Location	Violation Type	Violation Issued	Comments
NorCal Flag Football	Football	2/11/24	Legacy Fields	No Show	First Violation: Verbal Warning by Facility Attendant	NorCal Flag Football was charged for the reservation.
West Coast Soccer	Soccer	2/12/24	Legacy Fields	Permit Violation	First Violation: Verbal Warning by Facility Attendant	West Coast Soccer arrived at 4:30pm, 30 minutes prior to their permitted time. West Coast Soccer was charged for the additional usage.
H4S	Baseball	2/14/24	Tracy Sports Complex	No Show	First Violation: Verbal Warning by Facility Attendant	H4S was charged for reservation.
Tracy NCal Cricket	Cricket	2/17/24	Plascencia	No Show	First Violation: Verbal Warning by Facility Attendant	Tracy NCal Cricket was charged for reservation.

Parks & Community Services Commission Reports: March, June, September & December

Agenda Item 7.c

Recreation Division Report
 Quarterly Senior Update
 2/21/2024 Revised

Comments from Senior Center Comment Box

Date	Concern/Comment	Status	How often do you visit?
11/27/2023	No concerns/comments		
12/4/2023	No concerns/comments		
12/11/2023	No concerns/comments		
12/18/2023	No concerns/comments		
12/25/2023	No concerns/comments		
1/5/2024	I suggest that there will be a limit for out of towners reservation. It has been known that Lathrop had 30 people reservation on the last event plus Stockton Seniors. If possible, let the Tracy Senior allot maybe 20 for out of towners and the rest will be waiting list, until a week, maybe, before the event. Also, if possible leave 10 spots for walk ins. if possible locals only. Do we have a data base for the members? is it possible to be informed of any new rules? Email is fine, I think. or a flyer posted on the bulletin board.	Completed. Staff will continue to promote resident and non-resident fees on all marketing pieces for upcoming events and trips including the activity guide. Staff will also explore other options such as “Early Bird” registration windows for local residents.	2 a week
1/26/2024	I like to play scrabble, I wish you add a Scrabble Club	Completed. Staff will be offering a new monthly game night starting in Summer 2024. This will be a free event to incentivize more participation in games like scrabble, phase 10, chess and more.	Weekly
2/5/2024	No concerns/comments		
2/12/2024	No concerns/comments		

**Comment boxes are checked every Friday

Parks Commission Updates: March, June, September & December

Beginning September 19, 2014, the Lolly Hansen Senior Center began documenting comments/concerns that participants submitted. Over the past eight-four months, 207 seniors have submitted their comments/concerns. The staff at the Senior Center reviews each submission and then notifies each person of what steps will be taken (if needed). The seniors have had a positive response to the process and enjoy seeing comments/concerns being documented.

**Please note comments have been summarized and the original comment cards are available at the Senior Center.