



Office of the City Manager

22

PUBLIC HEARING
January 18, 2022

To: Honorable Mayor and Members of the City Council
 From: Dee Williams-Ridley, City Manager
 Submitted by: Scott Ferris, Director, Parks, Recreation and Waterfront
 Subject: Selected Recreation and Camps Program Fee Increases

RECOMMENDATION

Conduct a public hearing and upon conclusion:

1. Adopt a resolution approving new fees and increasing current fees for select Recreation Division programs and rescinding Resolution No. 69,892-N.S. and all amendatory resolutions.
2. Adopt a resolution approving revised Policies and Procedures for Parks & Recreation Programs and Facilities, and rescinding Resolution No. 67,581-N.S. and all amendatory resolutions.

FISCAL IMPACTS OF RECOMMENDATION

The Camps Fund is a self-supporting fund, with revenues expected to cover expenditures. The proposed new fees and fee increases will provide additional revenue to cover the cost of delivering these programs.

New Tuolumne Camp fees would raise an estimated \$1,446,900 in annual revenue for the Camps Fund, assuming 75% occupancy in summer 2022, with anticipated expenses of \$1,419,000.

Increases to the non-resident fees at Echo Lake Camp are projected to generate an additional \$18,750 in annual revenue for the Camps Fund. These fees help the City cover the costs to operate the camps and camp programs, (see Table 1).

Existing 100% scholarships are aligned with “extremely low income” HUD levels; and 50% scholarships are aligned with “very low income” HUD levels.

The proposed changes to the scholarship program are to expand eligibility for 100% scholarships from “extremely low income” to “very low income” HUD levels for Berkeley residents, adding between \$19,150 and \$36,150 in gross family income. Additionally, we are expanding the threshold for 50% scholarships from “very low income” to “very low income” plus the difference between the “very low income” and “extremely low income” thresholds, (see Table 2).

This recommendation would significantly increase scholarship program eligibility to Berkeley residents. The fiscal impact of this recommendation would be a decrease in General Fund and Camps Fund revenue.

General Fund Scholarships

In 2021, the City provided \$129,589 in scholarships for Recreation Division General Fund programs. City staff anticipate that this recommendation would result in an increase of 134 annual scholarships awarded to attend Recreation Division General Fund programs, resulting in a decrease in revenue of \$38,877 to General Fund programs for a projected annual scholarship value of \$168,466 for General Fund programs, (see Table 3).

Camps Fund Programs

This recommendation would make scholarships available for most Camps Fund programs, including new Tuolumne Camp programs. In 2021, the Camps Fund provided \$52,870 in scholarships to Berkeley Residents for Echo Lake Camp and Berkeley Day Camp programs. With the addition of new Tuolumne Family Camp scholarships this summer, this recommendation would result in an additional decrease in revenue of \$97,400 to Camps Fund programs for a projected annual scholarship value of \$247,130 for Camps Fund programs, (see Table 3).

Echo Lake and Tuolumne Camp traditionally offer several heavily subsidized or free programs (i.e. Teen and Pre-K Tots Weekends; and Echo Lake Youth Camp, Family Camp and CIT program scholarships) each season to historically underserved participants. This year, we are expanding these programs to include BUSD Bears and New Camper Weekends focused on historically underserved populations and we are adding 6 scholarships per week for Tuolumne Camp family camp programs.

The expense associated with offering these new programs in FY22-23 is projected at \$85,360, and is included in the value of Camps Fund scholarships shown in Table 3. The \$202,868 projected deficit in the Camps Fund is inclusive of \$247,130 in 2022 planned scholarships. This deficit could be remedied by donations and a General Fund allocation in FY23.

Table 1 - Impact of New Fees and Program Changes on the Camps Fund

Program Year 2022-23	Without new fees	With new fees
Total Revenues*	\$791,717	\$ 2,257,333
Total Expenditures*	\$955,842	\$2,374,842
Costs for Expanded Subsidized Programs		(\$85,360)
Net Revenue (Deficit)**	(\$164,125)	(\$202,868)

*Includes \$97,400 in 6 new scholarships per Tuolumne Family Camp week. **Excludes Cazadero and Tuolumne Camp capital projects.

Table 2. Proposed Scholarship Income Thresholds

<i>Number of Household members</i>		1	2	3	4	5	6	7	8
Qualifies for 50%	New calculated figure	67,100	76,700	86,300	95,900	103,600	111,300	118,900	126,600
Qualifies for 100%	HUD Very Low Income	47,950	54,800	61,650	68,500	74,000	79,500	84,950	90,450
	HUD Extremely Low Income	28,800	32,900	37,000	41,100	44,400	47,700	51,000	54,300
	Difference	19,150	21,900	24,650	27,400	29,600	31,800	33,950	36,150

*Income thresholds are updated annually based on HUD low-income guidelines. Thresholds above reflect HUD 2021 gross household income.

Table 3. Value of Recreation Division Scholarships 2019-2022

Recreation Division Scholarships	General Fund Programs		Camps Fund Programs		Combined	
	<i># of recipients</i>	<i>Value</i>	<i># of recipients</i>	<i>Value</i>	<i># of recipients</i>	<i>Value</i>
2019	241	\$84,911	289	\$81,345	530	\$166,256
2020	122	\$52,162	<i>No Programs due to COVID-19</i>		122	\$52,162
2021	445	\$129,589	126	\$52,870	571	\$182,459
2022 (projected)	579	\$168,466	325	\$247,130	904	\$415,596

CURRENT SITUATION AND ITS EFFECTS

On June 28, 2016, Berkeley City Council adopted the Policies and Procedures for Parks and Recreation Programs and Facilities (Resolution No. 67,581- N.S.). On May 25, 2021, Council adopted an updated Fee Schedule for the Recreation Division programs (Resolution No. 69,892-N.S.). The City periodically reviews all recreation fees in an effort to keep programs and facilities accessible to residents while accounting for increased costs to deliver those services.

The Parks Recreation & Waterfront Department is taking steps to improve accessibility to Recreation Division Programs for Berkeley Residents. This includes:

- Focusing on improving diverse and equitable access to programs
- Offering priority registration to scholarship recipients
- Increasing the number of scholarships
- Adding new camp programs for historically underserved participants
- Increasing community outreach efforts.

In addition to these steps, we are recommending making changes to the Policies and Procedures for Parks and Recreation Programs and Facilities to increase Berkeley Resident scholarship program access and expand scholarship program offerings.

Changes to Policy & Procedures

The Policies and Procedures for Parks & Recreation Programs and Facilities were last revised in 2016. This recommendation proposes changes to the Policies & Procedures to make Recreation Division programs more accessible and align the policies with new fees. The most significant proposed changes are:

Revision of the Scholarship Policy – This change is recommended to increase access to Recreation Division scholarships for Berkeley Residents, and to streamline the scholarship application process. The City awards scholarships to every applicant who meets the eligibility requirements, which include Berkeley residency. Income eligibility is based on the Federal Housing and Urban Development (HUD) Low-Income Guidelines. Qualifying recipients receive either a 50% fee reduction or a 100% fee waiver.

The Recreation Division recommends making changes to the scholarship application process to increase scholarship eligibility and reduce barriers to access. The proposed changes to the Recreation Policies include increasing the income threshold for scholarship eligibility to align with the HUD “very low-income” threshold instead of the “extremely low-income” threshold, (see Table 2).

Other Changes

In addition, City staff recommend making changes to align the Camps Program Policy with the introduction of new Tuolumne Camp Fees, and providing account credits when the Recreation Division cancels a program, reservation, or permit or when a customer requests an account credit.

Camps Fund Programs

The Camps Fund is comprised of four program areas:

- Berkeley Day Camp, a 9-week summer day camp program offered in City Parks;
- Berkeley Cazadero Camp, operated by Cazadero Performing Arts Camp and offering music and performing arts programs, located in Sonoma County;
- Berkeley Echo Lake Camp, offering Family Camp Youth Camp, adult, teen, tots, and other programs, located near South Lake Tahoe, CA; and
- Berkeley Tuolumne Camp. Berkeley Tuolumne Camp is scheduled to reopen this summer for the first time in nine years following the destruction of the facility by a wildfire in 2013. The City is preparing to welcome Campers back to this newly reconstructed facility.

The Camps Fund is a self-supporting fund, with revenues expected to cover expenditures. The total annual revenue for this fund is projected at \$2,257,333 for the FY22-23 program year. The Recreation Division needs to establish new Tuolumne Camp program fees, and is recommending making minor changes to fees at Echo Lake Camp. The proposed fee increases and new fees will help to cover the costs of these programs and allow the City to continue to make these programs more accessible to Berkeley Residents.

Fee changes are proposed to go into effect January 19, 2022.

Fee increases and new fee schedules are proposed to the following programs. The proposed changes are detailed in Attachment 1, with fee comparisons in Attachment 2.

Berkeley Echo Lake Camp

Non-Resident Fees – Current Echo Lake Camp non-resident fees are 10% higher than Berkeley Resident fees. All other Recreation Division non-resident fees are 20% higher than Berkeley Resident fees. This proposal would increase all Echo Lake Camp non-resident fees to 20% higher than Berkeley Resident fees.

50 & Better Camp – The current fee schedule includes a 4-day and weekend fee for 50 & Better Camp. This proposal would introduce a new 5-day session length and define 50 & Better Camp additional camper fees for each session length.

Family Camp Session Fees – Current Echo Lake Family Camp fees include only a 5-day and 7-day session length. This proposal includes single-day and 4-day session length fees.

Group Rental Fees

This proposal recommends an increase of approximately 12.5% to Echo Lake Camp Group Rental Fees. This increase is required to cover the direct program expenditures associated with offering Group Rentals.

New Camper Welcome Weekend Program

This discounted fee is proposed to offer inclusive and welcoming opportunities to new campers who are interested in attending Echo Lake & Tuolumne Camp programs but have not participated in the past.

School Outdoor Education

These fees are proposed to offer school outdoor education programs at Echo Lake Camp and Tuolumne Camp to Bay Area school districts, with a particular emphasis on Berkeley Schools.

Shoulder Season Rentals

This fee category has been developed to offer occasional rentals to small groups or individuals during non-programmed periods at the Camp. These rentals would offer limited accommodations and require minimal programming.

Surcharges – This proposal recommends adoption of a \$500 Family Camp Program Deposit payment. This will allow Family Campers to make a deposit payment to hold their registration, and make final payment at a later date closer to their program.

Wedding Rental Fee

Echo Lake and Tuolumne Camp are beautiful outdoor locations, ideal for wedding venues. This fee is proposed to offer wedding parties the opportunity to get married at Camp as part of a day use agreement. Wedding parties that wish to extend their stay for an overnight experience would be required to complete a group rental permit.

Berkeley Tuolumne Camp

Berkeley Tuolumne Camp was destroyed by a wildfire in 2013. The City is nearing completion of reconstruction, and the facility is scheduled to reopen in Summer 2022. The proposed fees are recommended to allow the Recreation Division to begin accepting camper registrations for various programs.

Most proposed fees are scheduled per tent, per group, per session. These proposed fees allow for more stable grouping during each session, allow for online registration, and reduce administrative management. See Attachment 2, Table 1 for fee comparisons.

- Most proposed fees are per-tent and are all-inclusive for each session for 2 to 3 total guests and include meals, lodging, and all programs.
- Additional Campers (more than 2 guests for 50 & Better Camp, or more than 3 guests for Family Camp) may be added to Standard Occupancy Tent Cabin registrations for a per-person fee (Not applicable for infants under age 3).
- A limited number of Low-Occupancy Tents will be available to groups comprised of one adult and two children under the age of 14 only. These tents are available on a first come first served basis. Guests with different group sizes or age ranges must register for one of our Standard Occupancy Tent Cabins.

The current fee schedule doesn't have any fees for Tuolumne Camp programs, and this proposal would establish new fees for the following program areas:

- *50 & Better Camp* – This proposal recommends weekend, 4-day, and 5-day 50 & Better Camp fees, and defines 50 & Better Camp additional camper fees for each session length.
- *Family Camp Session Fees* – This proposal recommends single-day, 4-day, 5-day, and 7-day Family Camp session fees to accommodate a variety of programs planned for Tuolumne Camp in future seasons.
- *Group Rental Fees* - This proposal recommends adopting new group rental fees for Tuolumne
- *New Camper Welcome Weekend Program* - This fee is proposed to offer inclusive and welcoming opportunities to new campers who are interested in attending Echo Lake & Tuolumne Camp programs but have not participated in the past.
- *School Outdoor Education* - These fees are proposed to offer school outdoor education programs at Echo Lake Camp and Tuolumne Camp to Bay Area school districts, with a particular emphasis on Berkeley Schools.
- *Shoulder Season Rentals* - This fee category has been developed to offer occasional rentals to small groups or individuals during non-programmed periods at the Camp. These rentals would offer limited accommodations and require minimal programming.
- *Surcharges* – This proposal recommends adopting similar surcharges to those already in use at Echo Lake Camp.
- *Wedding Rental Fee* - Echo Lake and Tuolumne Camp are beautiful outdoor locations, ideal for wedding venues. This fee is proposed to offer wedding parties the opportunity to get married at Camp as part of a day use agreement. Wedding parties that wish to extend their stay for an overnight experience would be required to complete a group rental permit.

Non-Resident Fees – These fees include fees for non-residents that are 20% higher than Berkeley resident fees.

BACKGROUND

All camp programs are run out of the Camps Fund which requires all expenditures be recovered by program revenue. New fees are required to run Berkeley Tuolumne Camp programs, and recommended fee increases are required to cover program expenditures.

ENVIRONMENTAL SUSTAINABILITY

The proposed fee increases will support sustainability in these camp programs which provide direct and indirect environmental benefits. Camp programs connect the community with the environment, emphasize the importance of environmental stewardship, and teach youth and community members about local environmental resources and how to preserve them.

CONTACT PERSON

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Denise Brown, Youth and Recreation Services Manager, 510-981-6707

Attachments:

1. Recreation Fees: Current vs. Proposed
2. Fee Comparisons
3. Resolution
 - Exhibit A: Recreation Fee Schedule
 - Exhibit B: Policies and Procedures for Parks and Recreation Programs and Facilities
4. Notice of Public Hearing

Recreation Fee Schedule: Current vs. Proposed

Program Area	Unit of Measure	Resident	PROPOSED Resident	Non-Resident	PROPOSED Non-Resident
I. DIRECTOR'S AUTHORITY TO IMPLEMENT NEW FEES					
The Director of Parks Recreation and Waterfront, or his/her designee, reserves the right to establish fees for new Recreation programs based on comparison with other municipalities.					
Various	Various	Up to \$350		Up To \$420	
II. FACILITY RENTAL CHARGES					
1. Room Rentals - Regular Hours (1 hour minimum); Non-Regular Hours (2 hour minimum)					
James Kenney (JK) Live Oak (LO) Frances Albrier (FA), Martin Luther King (MLK)					
A. Youth, Senior, Disabled					
Regular Hours	Hour	\$41.00		\$49.00	
Non-Regular Hours	Hour	\$61.00		\$73.00	
B. All Other					
Auditorium (FA) & Social Hall (LO)					
Regular Hours	Hour	\$67.00		\$80.00	
Non-Regular Hours	Hour	\$82.00		\$98.00	
Fireside Room (LO), Community Room (JK)					
Regular Hours	Hour	\$52.00		\$62.00	
Non-Regular Hours	Hour	\$67.00		\$80.00	
Game Room (FA, MLK) Arts & Crafts Room (FA, JK, LO) Meeting Room (JK, LO, MLK)					
Regular Hours	Hour	\$46.00		\$55.00	
Non-Regular Hours	Hour	\$62.00		\$74.00	
C. Multi Room Discount					
2nd room	Rental	25% discount		25% discount	
3rd room, each additional room	Rental	50% discount		50% discount	
D. Gym Rentals (JK, MLK)					
Regular Hours	Hour	\$64.00		\$77.00	
Non-Regular Hours		\$75.00		\$90.00	
E. Filming Fee					

Program Area	Unit of Measure	Resident	PROPOSED Resident	Non-Resident	PROPOSED Non-Resident
Parks and Facilities	½ Day	\$400.00		\$400.00	
	Full Day	\$800.00		\$800.00	
F. Surcharges					
Table & Chair Set-Up	Rental	\$63.00		\$76.00	
Kitchen Use	Rental	\$86.00		\$103.00	
Small Storage Room	Month	\$21.00		\$25.00	
Large Storage Room	Month	\$31.00		\$37.00	
Stage Use w/Room Rental	Hour	\$26.00		\$31.00	
P/A system & staff operation	Hour	\$42.00		\$50.00	
Cleaning/Damage Deposit All Rentals (Refundable)	Rental	\$200.00		\$200.00	
2. City Athletic Fields					
A. Cedar Rose, Codornices, Glendale-LaLoma, Grove, James Kenney, Ohlone, San Pablo, Willard, Rosa Parks, Thousand Oaks					
Youth non-profit leagues	2-Hours	\$36.00		\$43.00	
Adults, for-profits, private schools	2-Hours	\$72.00		\$86.00	
Maintenance Deposit		40% of fee			
B. Gabe's Fields at Harrison Park, Natural Turf					
Youth non-profit leagues	2-Hours	\$29.00		\$35.00	
Adults, for-profits, private schools	2-Hours	\$72.00		\$86.00	
C. Gilman Fields, Natural Turf					
Youth non-profit leagues	2-Hours	\$29.00		\$35.00	
Adults, for-profits, private schools	2-Hours	\$72.00		\$86.00	
D. Gilman Fields, Synthetic Turf					
Youth non-profit leagues	2-Hours	\$40.00		\$48.00	
Adults, for-profits, private schools	2-Hours	\$91.00		\$109.00	
E. Sports Field User Fines (Policy Violations: Applicable to All Athletic Fields)					
Playing on Closed Grass Fields	1st Offense	\$250.00		\$250.00	
	2nd Offense	\$500.00		\$500.00	
Running practices in main goal areas	1st Offense within 12 mo	\$50.00		\$50.00	
	2nd Offense within 12 mo	\$100.00		\$100.00	
	3rd Offense within 12 mo	\$200.00		\$200.00	

Program Area	Unit of Measure	Resident	PROPOSED Resident	Non-Resident	PROPOSED Non-Resident
Dogs, Alcohol, Trash, Wheeled vehicles	Incident	\$100.00		\$100.00	
Field Monitor	Hourly	\$25.00		\$25.00	
F. Additional Rules (Applicable to all athletic fields)					
Weekday slots used before 3:30pm throughout the year are discounted 50%					
Weekday slots 5:30pm-7:00pm are charged as full two-hour slot					
All other slots are pro-rated in 30 minute increments					
3. Skate Park Rental (only available AM hours)					
A. Morning Hours (includes 2 staff members)	Hour	\$250.00		\$300.00	
B. Birthday Party (includes 2 staff members & lesson)	Hour	\$350.00		\$420.00	
Cleaning/Damage Deposit (refundable)	Rental	\$200.00		\$200.00	
4. Tennis Courts					
A. Day Use (All Courts): Cedar Rose, Grove, James Kenney, Live Oak, Rose Garden, Roy Oakes, San Pablo, Strawberry Creek, Willard					
Adult	Hour	\$7.00		\$8.00	
Youth, Senior, Disabled	Hour	\$5.00		\$6.00	
B. Night Use/Lighted Courts: Cedar Rose, Grove, James Kenney, Live Oak, San Pablo, Strawberry Creek, Willard					
Adult	Hour	\$10.00		\$12.00	
Youth, Senior, Disabled	Hour	\$8.00		\$10.00	
5. Swim Centers (1-hour minimum) King, West Campus					
1-35 people	Hour	\$100.00		\$120.00	
36-70 people	Hour	\$145.00		\$174.00	
71-100 people	Hour	\$177.00		\$212.00	
101-150 people	Hour	\$217.00		\$260.00	
Cleaning/Damage Deposit (refundable)	Rental	\$200.00		\$200.00	
6. Picnic Areas (4-hour minimum)					
A. Aquatic Park	4-hours	\$45.00		\$54.00	
B. Cedar Rose	4-hours	\$30.00		\$36.00	

Program Area	Unit of Measure	Resident	PROPOSED Resident	Non-Resident	PROPOSED Non-Resident
C. Codornices Park Area 1	4-hours	\$75.00		\$90.00	
D. Codornices Park Area 2	4-hours	\$60.00		\$72.00	
E. Cragmont	4-hours	\$45.00		\$54.00	
F. Grove	4-hours	\$30.00		\$36.00	
G. James Kenney	4-hours	\$45.00		\$54.00	
H. King School	4-hours	\$30.00		\$36.00	
I. Live Oak Park (Areas 1 & 2)	4-hours	\$60.00		\$72.00	
J. Ohlone Park @ McGee	4-hours	\$45.00		\$54.00	
K. San Pablo Park	4-hours	\$30.00		\$36.00	
L. Strawberry Creek	4-hours	\$30.00		\$36.00	
M. Shorebird Park: Areas 1, 2	4-hours	\$60.00		\$60.00	
N. Shorebird Park: Area 3	4-hours	\$45.00		\$45.00	
O. Cesar Chavez: Area 1	4-hours	\$45.00		\$45.00	
P. Cesar Chavez: Area 2 (large picnic area)	4-hours	\$200.00		\$200.00	
Q. Bounce House Permit	Per Use	\$20.00		\$25.00	
7. Parks & Open Space (not athletic fields)					
A. Special Events					
1-99 Participants	Day	\$180.00		\$350.00	
100-249 Participants	Day	\$270.00		\$500.00	
250-499 Participants	Day	\$350.00		\$700.00	
500+ Participants	Day	\$550.00		\$1,000.00	
Cleaning/Damage Deposit (refundable)	Day	\$700.00		\$700.00	
Special Events – Additional Days					
1-99 Participants	Day	\$170.00		\$340.00	
100-249 Participants	Day	\$230.00		\$460.00	
250-499 Participants	Day	\$250.00		\$600.00	
500+ Participants	Day	\$450.00		\$900.00	
B. John Hinkel Amphitheater	Day	\$120.00		\$144.00	
Cleaning/Damage Deposit (refundable)		\$350.00		\$350.00	
C. Camp Day Use Fee					
1-50 Participants	Day	\$50.00		\$50.00	
51-100 Participants	Day	\$100.00		\$100.00	
101-150 Participants	Day	\$150.00		\$150.00	
D. Small Turf Areas in Parks (Ages 8 yrs & under; Mon-Fri only; Max 3 days per week:					

Program Area	Unit of Measure	Resident	PROPOSED Resident	Non-Resident	PROPOSED Non-Resident
Ohlone Park, Aquatic Park, James Kenney Park, Live Oak Park					
	2-Hours	\$25.00		\$30.00	
8. Weddings (4-hour minimum)					
A. Rose Garden	4-Hours	\$1,000.00		\$1,200.00	
Each Additional Hour (after 4 hours)	Hour	\$170.00		\$204.00	
B. Cragmont, Live Oak Park, & John Hinkel (outside areas)	4-Hours				
		\$450.00		\$540.00	
Each Additional Hour (after 4 hours)	Hour	\$75.00		\$90.00	
C. Spinnaker Way Vista	4-Hours	\$750.00		\$750.00	
Each Additional Hour (after 4 hours)	Hour	\$170.00		\$170.00	
D. Yacht Club Point	4-Hours	\$750.00		\$750.00	
Each Additional Hour (after 4 hours)	Hour	\$170.00		\$170.00	
Cleaning/Damage Deposit (refundable)	Rental	\$700.00		\$700.00	
III. SWIM CENTER FEES					
1. Admissions (Public & Family Swim, Laps)					
Adult (Drop-in)	Swim	\$6.00		\$6.00	
Adult (10-Swim Card)	10-Swims	\$51.00		\$51.00	
Adult (Monthly)	Month	\$73.00		\$73.00	
Youth, Senior, Disabled (Drop-In)	Swim	\$3.00		\$3.00	
Youth Senior Disabled (10-Swim Card)	10-Swims	\$22.00		\$22.00	
Youth Senior Disabled (Monthly Card)	Month	\$37.00		\$37.00	
2. Red Cross Swim Sessions					
Adult	Session	\$75.00		\$90.00	
Youth, Senior, Disabled	Session	\$72.00		\$84.00	
Organized Youth Groups (Residents only)					
10-15 participants	Session	\$65.00		-	
16-21 participants	Session	\$62.00		-	
22-32 participants	Session	\$54.00		-	
33-43 participants	Session	\$48.00		-	
44-54 participants	Session	\$39.00		-	
55+ participants	Session	\$37.00		-	
3. Premium Classes					
Continuous & Coached Workouts: water aerobics, parent/tot, stroke technique, Master Swim					
Adult (Drop-in)	Swim	\$7.00		\$7.00	

Program Area	Unit of Measure	Resident	PROPOSED Resident	Non-Resident	PROPOSED Non-Resident
Adult (10-Swim Card)	10-Swims	\$66.00		\$66.00	
Adult (Monthly)	Month	\$82.00		\$82.00	
Youth, Senior, Disabled (Drop-In)	Swim	\$5.00		\$5.00	
Youth Senior Disabled (10-Swim Card)	10-Swims	\$40.00		\$40.00	
Youth Senior Disabled (Monthly Card)	Session	\$57.00		\$57.00	
4. Private Swim Lessons (1/2 hour session)					
Individual (One-on-One)	Lesson	\$30.00		\$36.00	
Semi-Private Lesson (2 or more Participants)	Lesson	\$50.00		\$60.00	
IV. RECREATION PROGRAMS					
1. Sports					
A. Adult Softball League					
4 Game Season	Team	\$320.00		\$384.00	
8 Game Season	Team	\$640.00		\$715.00	
10 Game Season	Team	\$800.00		\$875.00	
B. Adult Basketball League					
8 Game Season	Team	\$560.00		\$635.00	
10 Game Season	Team	\$700.00		\$775.00	
C. Adult Volleyball League					
8 Game Season	Team	\$320.00		\$384.00	
10 Game Season	Team	\$400.00		\$475.00	
12 Game Season	Team	\$480.00		\$555.00	
15 Game Season	Team	\$600.00		\$675.00	
D. Open Gym Volleyball	Drop-In	\$5.00		\$5.00	
E. Youth Baseball					
Individual	Session	\$51.00		\$61.00	
F. Youth Hoops League					
Individual	Session	\$30.00		\$36.00	
G. Youth Twilight Basketball					
Individual	Session	\$27.00		\$32.00	
H. Youth Flag Football League					
Individual	Session	\$30.00		\$36.00	
I. Tennis Lessons					
Youth	Session	\$73.00		\$88.00	
Adult	Session	\$107.00		\$128.00	
J. Skate Park Lessons & Classes					
Full Day	Session	\$258.00		\$310.00	
1/2 Day Camp	Session	\$195.00		\$234.00	
Park Introduction	Session	\$11.00		\$13.00	

Program Area	Unit of Measure	Resident	PROPOSED Resident	Non-Resident	PROPOSED Non-Resident
Trick Clinic	Session	\$11.00		\$13.00	
Private Lessons	Hour	\$43.00		\$52.00	
Group Lessons	Session	\$108.00		\$130.00	
2. Programs at Centers					
A. After School Program Registration Fee (Frances Albrier, James Kenney)					
Individual	Week	\$25.00		\$30.00	
B. Community Center Camp Programs (Winter, Spring, Summer)					
Core	30 hours	\$101.00		\$121.00	
AM Extended Care	5 hours	\$10.00		\$12.00	
PM Extended Care	15 hours	\$30.00		\$36.00	
3. Camp Programs					
A. Berkeley Day Camp					
Youth Core Program	5-Days	\$240.00		\$288.00	
AM Extended Care	5-Days	\$51.00		\$61.00	
PM Extended Care	5-Days	\$79.00		\$95.00	
Counselor-In-Training	10-Days	\$194.00		\$232.00	
Surcharges					
Changed reservation	Per Change	\$0.00		\$0.00	
Cancelled Reservation	Session	25% of reservation not to exceed \$150		25% of reservation not to exceed \$150	
B. Echo Lake Camp					
50 & Better Camp					
50 & Better Camp (per camper)	4-Day	\$290.00	Eliminated	\$320.00	Eliminated
50 & Better Camp (per camper)	Weekend	\$230.00	Eliminated	\$254.00	Eliminated
50 & Better Camp Tent (up to 2 campers)	5-Day		\$730.00		\$876.00
50 & Better Camp Tent (up to 2 campers)	4-Day		\$580.00		\$696.00
50 & Better Camp Tent (up to 2 campers)	Weekend		\$460.00		\$552.00
50 & Better Camp Additional Camper	1-Day		\$40.00		\$48.00
Counselor-In-Training					
Counselor-In-Training	2-Week	\$400.00		\$440.00	\$480.00
Counselor-In-Training	1-Week	\$275.00		\$300.00	\$330.00
Family Camp					
Full-Week Standard Tent (up to 3 campers)	7-Day	\$1,675.00		\$1,842.50	\$2,010.00

Program Area	Unit of Measure	Resident	PROPOSED Resident	Non-Resident	PROPOSED Non-Resident
Full-Week Low-Occupancy Tent	7-Day	\$1,450.00		\$1,600.00	\$1,740.00
5-Day Session - Standard Tent (up to 3 campers)	5-Day	\$1,100.00	\$1,375.00	\$1,100.00	\$1,650.00
5-Day Session - Low Occupancy tent	5-Day	\$1,000.00	\$1,206.25	\$1,200.00	\$1,447.50
Weekend Standard Tent (up to 3 campers)	4-Day		\$1,225.00		\$1,470.00
Weekend Low-Occupancy Tent	4-Day		\$1,075.00		\$1,290.00
Mid-Week Standard Tent (up to 3 campers)	4-Day		\$1,100.00		\$1,320.00
Mid-Week Low-Occupancy Tent	4-Day		\$965.00	\$0.00	\$1,158.00
Additional Camper Fee	1-Day		\$65.00	\$0.00	\$78.00
Additional Camper Fee	5-Day Session	\$250.00	Eliminated	\$275.00	Eliminated
Additional Camper Fee	7-Day Session	\$375.00	Eliminated	\$415.00	Eliminated
Day Use Fees					
Adult (15+) Day Use	1-Day	\$108.00		\$120.00	\$129.60
Youth (7-14) Day Use	1-Day	\$72.00		\$80.00	\$86.40
Child (3-6) Day Use	1-Day	\$54.00		\$60.00	\$64.80
Group Rental Rates					
Adult (15+)	1-Day	\$76.00	\$85.00	\$84.00	\$102.00
Youth (7-14)	1-Day	\$65.00	\$71.50	\$71.00	\$85.80
Child (3-6)	1-Day	\$48.00	\$52.80	\$42.00	\$63.36
Infant (0-3)	1-Day	\$0.00	\$0.00	\$0.00	\$0.00
New Camper Welcome Weekend	Weekend		\$195.00		\$234.00
School Outdoor Education					
Teachers & Adult Chaperones	1-Day		\$60.00		\$72.00
Youth Participants	1-Day		\$45.00		\$54.00
Shoulder Season Rentals					
Shoulder Season Tent Rental (no meals, up to 3 campers)	1-Night		\$97.75		\$117.30
Shoulder Season Tent Rental (with meals, up to 3 campers)	1-Night		\$195.50		\$234.60
Work Weekend	Weekend	\$0.00		\$0.00	
Youth Camp					
5-Day Program	5-Days	\$600.00		\$660.00	\$720.00
7-Day Program	7-Days	\$840.00		\$924.00	\$1,008.00
Per Day Fee	1-Day		\$120.00		\$144.00
Wedding Rental					
Wedding Rental	4-Hours		\$750.00		\$900.00

Program Area	Unit of Measure	Resident	PROPOSED Resident	Non-Resident	PROPOSED Non-Resident
Wedding Rental - Each Additional Hour (after 4 hours)	Hour		\$125.00		\$150.00
C. Tuolumne Camp					
50 & Better Camp					
50 & Better Camp Tent (up to 2 campers)	5-Day		\$900.00		\$1,080.00
50 & Better Camp Tent (up to 2 campers)	4-Day		\$720.00		\$864.00
50 & Better Camp Tent (up to 2 campers)	Weekend		\$540.00		\$648.00
50 & Better Camp Additional Camper per day	1-Day		\$45.00		\$54.00
Counselor-In-Training					
Counselor-In-Training	2-Week		\$415.00		\$498.00
Counselor-In-Training	1-Week		\$275.00		\$330.00
Family Camp					
Full-Week Standard Tent (up to 3 campers)	1-Week		\$1,995.00		\$2,394.00
Full-Week Low-Occupancy Tent	1-Week		\$1,715.00		\$2,058.00
Weekend Standard Tent (up to 3 campers)	4-Day		\$1,460.00		\$1,752.00
Weekend Low-Occupancy Tent	4-Day		\$1,280.00		\$1,536.00
Mid-Week Standard Tent (up to 3 campers)	4-Day		\$1,300.00		\$1,560.00
Mid-Week Low Occupancy Tent	4-Day		\$1,100.00		\$1,320.00
Family Camp Day Use Fees					
Adult (15+) Day Use	1-Day		\$135.00		\$162.00
Youth (7-14) Day Use	1-Day		\$90.00		\$108.00
Child (3-6) Day Use	1-Day		\$68.00		\$81.60
Additional Camper Fee	1-Day		\$75.00		\$90.00
Group Rental Rates					
Adult (15+)	1-Day		\$110.00		\$132.00
Youth (7-14)	1-Day		\$93.00		\$111.60
Child (3-6)	1-Day		\$78.00		\$93.60
Infant (0-3)	1-Day		\$0.00		\$0.00
New Camper Welcome Weekend	Weekend		\$195.00		\$234.00
School Outdoor Education					
Adult Chaperones	1-Day		\$75.00		\$90.00
Youth Participants	1-Day		\$56.00		\$67.20
Shoulder Season Rentals					
Shoulder Season Tent Rental (no meals)	1-Night		\$115.00		\$138.00
Shoulder Season Tent Rental (with meals)	1-Night		\$230.00		\$276.00

Program Area	Unit of Measure	Resident	PROPOSED Resident	Non-Resident	PROPOSED Non-Resident
Work Weekend	Weekend	\$0.00	\$0.00	\$0.00	\$0.00
Youth Camp					
5-Day Program	5-Days		\$750.00		\$900.00
7-Day Program	7-Days		\$1,050.00		\$1,260.00
Per Day Fee	1-Day		\$150.00		\$180.00
Wedding Rental					
Wedding Rental	4-Hours		\$1,000.00		\$1,200.00
Wedding Rental - Each Additional Hour (after 4 hours)	Hour		\$150.00		\$180.00
D. Resident Camp Surcharges					
Family Camp Program Deposit Payment			\$500 per registration		\$500 per registration
Late Fee	\$75 if balance is not paid by date specified				
Cleaning / Damage Deposit	Rental	\$300.00		\$300.00	
Changes to Reservation resulting in reduction in length of stay (30 days or more before arrival)	Reservation	\$100.00		\$100.00	
Cancel Reservation (30 days or more before arrival)	25% of reservation not to exceed \$150				
Cancel Reservation (due to emergency or illness, with Dr's excuse)	Reservation	No Charge		No Charge	
4. Waterfront Programs					
A. Adventure Playground					
Individual Admission (anyone over 1 year old)	Day	\$1.00		\$1.00	
Group size 5-10	2-hours	\$75.00		\$75.00	
Group size 11-20	2-hours	\$105.00		\$105.00	
Group size 21-30	2-hours	\$150.00		\$150.00	
Group size 31-40	2-hours	\$180.00		\$180.00	
B. Education Programs					
Animal	Session	\$200.00		\$200.00	
Low Tide	Session	\$200.00		\$200.00	
Research Boat Trip	Session	\$225.00		\$225.00	
Sail Boat Trip	Session	\$255.00		\$255.00	
Docent Training	Session	\$65.00		\$65.00	
Special Program Request	Hour	\$65.00		\$65.00	

Program Area	Unit of Measure	Resident	PROPOSED Resident	Non-Resident	PROPOSED Non-Resident
Marine Biology	4-Days	\$75.00		\$75.00	
Marine Biology	8-Days	\$150.00		\$150.00	
Boating	4-Days	\$150.00		\$150.00	
Canoeing	3-Days	\$55.00		\$55.00	

Table 1: Family Camp Program Fees – Per Session Fee Comparison

Note: This analysis compares the total combined fee for a Family Camp stay during primary program periods for a 7-day stay for a family of four Berkeley Residents. Other Camp programs have fee models that differ from the City of Berkeley's, which may include separate meal plans, capital improvement recovery surcharges, and fees for electricity or other special accommodations. This analysis assumes base program accommodations with meal plan for length of stay. Session fees are pro-rated or extended where applicable.

Agency	Fee
City of Sacramento Family Camp	\$1,706
City of San Jose - Family Camp at Yosemite (2020 fees)	\$1,710
City of San Francisco - Camp Mather	\$1,723
Berkeley Echo Lake Family Camp (proposed)	\$2,065
Berkeley Tuolumne Camp (proposed)	\$2,445
UC Berkeley - Lair of the Bear	\$2,900
City of Concord - Camp Concord (30-person minimum group rate)	\$2,952

Table 2: Adult Camp Program (50 & Better) Fees – Per Session Fee Comparison

Note: This analysis compares the per tent fee for a 4-day stay for two adult Residents at an adult (50+) Camp program. Other Camps have various fee models which may include separate meal plans, capital improvement recovery surcharges, and fees for electricity or other special accommodations. This analysis assumes base program accommodations with meal plan for length of stay.

Agency	Fee
Berkeley Echo Lake Camp (proposed)	\$580
Camp Concord	\$582
Camp Sacramento (2020 fees)	\$700
Berkeley Tuolumne Camp (proposed)	\$720

Table 3: Group Rental Fees – Per Person Fee Comparison

Note: This analysis compares the per person fee for a 1-day stay for a private group rental program. Other Camps have various fee models which may include separate meal plans, capital improvement recovery surcharges, and fees for electricity or other special accommodations. This analysis assumes base program accommodations with meal plan for length of stay.

Agency	Adult (15+)	Youth	Child (6-8)	Child (3-5)	Infant (0-2)
Berkeley Echo Lake Camp (proposed)	\$85	\$72	\$53	\$53	\$0
Berkeley Tuolumne Camp (Proposed)	\$110	\$93	\$78	\$78	\$0
Camp Sacramento (2019 fees)	\$89	\$69	\$59	\$49	\$0
Camp Concord (2021 fees)	\$123	\$123	\$123	\$123	\$0

Table 4: School Outdoor Education – Per Person Fee Comparison

Note: This analysis compares the Resident per person fee for a 1-day stay for a School Outdoor Education Program. Other Camps have various fee models which may include separate program and meal plans, capital improvement recovery surcharges, and fees for electricity or other special accommodations. This analysis assumes base program accommodations with meal plan for length of stay.

Agency	Teachers / Chaperones	Youth Participants
Berkeley Echo Lake Camp (proposed)	\$60	\$45
Berkeley Tuolumne Camp (Proposed)	\$75	\$56
Nature Bridge Yosemite	\$105	\$108
Walker Creek Ranch	\$76.40	\$76.40

RESOLUTION NO. ##,###-N.S.

APPROVING NEW FEES AND INCREASING CURRENT FEES FOR SELECT RECREATION
DIVISION PROGRAMS

WHEREAS, on June 28, 2016, Berkeley City Council adopted the Policies and Procedures for Parks and Recreation Programs and Facilities (Resolution No. 67,581-N.S.); and

WHEREAS, on May 25, 2021, Council adopted the new Fee Schedule for Recreation Division programs (Resolution No. 69,892-N.S.); and

WHEREAS, the Policies and Procedures for Parks and Recreation Programs and Facilities has been revised to change the Recreation Division Scholarship Application process and to align the Camps Program Policies with the introduction of new Tuolumne Camp Fees; and

WHEREAS, the proposed Echo Lake and Tuolumne new fees and fee increases will provide additional revenue to the Camps Fund which will help cover the cost of delivering programs; and

WHEREAS, the expansion of subsidized programs will improve access to camp and recreation programs for underserved participants; and

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the rates and charges set forth in Exhibit A are hereby fixed and established for the parks and recreation programs and facilities and shall be effective January 19, 2022, unless otherwise noted in Exhibit A, and that the Policies and Procedures for Parks and Recreation Programs and Facilities are revised as set forth in Exhibit B and shall be effective January 19, 2022.

BE IT FURTHER RESOLVED that Resolution No. 69,892-N.S. and all amendatory resolutions are hereby rescinded.

BE IT FURTHER RESOLVED that Resolution No. 67,581-N.S. is hereby rescinded.

Exhibit A: Recreation Fee Schedule

Exhibit B: Policies and Procedures for Parks and Recreation Programs and Facilities

Recreation Fee Schedule

Effective January 19, 2022 (unless otherwise noted below)

Program Area	Unit of Measure	Resident	Non- Resident
I. DIRECTOR'S AUTHORITY TO IMPLEMENT NEW FEES			
The Director of Parks Recreation and Waterfront, or his/her designee, reserves the right to establish fees for new Recreation programs based on comparison with other municipalities.			
Various	Various	Up to \$350	Up To \$420
II. FACILITY RENTAL CHARGES			
1. Room Rentals - Regular Hours (1 hour minimum); Non-Regular Hours (2 hour minimum)			
James Kenney (JK) Live Oak (LO) Frances Albrier (FA), Martin Luther King (MLK)			
A. Youth, Senior, Disabled			
Regular Hours	Hour	\$41.00	\$49.00
Non-Regular Hours	Hour	\$61.00	\$73.00
B. All Other			
Auditorium (FA) & Social Hall (LO)			
Regular Hours	Hour	\$67.00	\$80.00
Non-Regular Hours	Hour	\$82.00	\$98.00
Fireside Room (LO), Community Room (JK)			
Regular Hours	Hour	\$52.00	\$62.00
Non-Regular Hours	Hour	\$67.00	\$80.00
Game Room (FA, MLK) Arts & Crafts Room (FA, JK, LO) Meeting Room (JK, LO, MLK)			
Regular Hours	Hour	\$46.00	\$55.00
Non-Regular Hours	Hour	\$62.00	\$74.00
C. Multi Room Discount			
2nd room	Rental	25% discount	25% discount
3rd room, each additional room	Rental	50% discount	50% discount
D. Gym Rentals (JK, MLK)			
Program Area	Unit of Measure	Resident	Non- Resident
Regular Hours	Hour	\$64.00	\$77.00
Non-Regular Hours		\$75.00	\$90.00
E. Filming Fee			
Parks and Facilities	½ Day	\$400.00	\$400.00

Program Area	Unit of Measure	Resident	Non- Resident
	Full Day	\$800.00	\$800.00
F. Surcharges			
Table & Chair Set-Up	Rental	\$63.00	\$76.00
Kitchen Use	Rental	\$86.00	\$103.00
Small Storage Room	Month	\$21.00	\$25.00
Large Storage Room	Month	\$31.00	\$37.00
Stage Use w/Room Rental	Hour	\$26.00	\$31.00
P/A system & staff operation	Hour	\$42.00	\$50.00
Cleaning/Damage Deposit All Rentals (Refundable)	Rental	\$200.00	\$200.00
2. City Athletic Fields			
A. Cedar Rose, Codornices, Glendale-LaLoma, Grove, James Kenney, Ohlone, San Pablo, Willard, Rosa Parks, Thousand Oaks			
Youth non-profit leagues	2-Hours	\$36.00	\$43.00
Adults, for-profits, private schools	2-Hours	\$72.00	\$86.00
Maintenance Deposit		40% of fee	
B. Gabe's Fields at Harrison Park, Natural Turf			
Youth non-profit leagues	2-Hours	\$29.00	\$35.00
Adults, for-profits, private schools	2-Hours	\$72.00	\$86.00
C. Gilman Fields, Natural Turf			
Youth non-profit leagues	2-Hours	\$29.00	\$35.00
Adults, for-profits, private schools	2-Hours	\$72.00	\$86.00
D. Gilman Fields, Synthetic Turf			
Youth non-profit leagues	2-Hours	\$40.00	\$48.00
Adults, for-profits, private schools	2-Hours	\$91.00	\$109.00
E. Sports Field User Fines (Policy Violations: Applicable to All Athletic Fields)			
Playing on Closed Grass Fields	1st Offense	\$250.00	\$250.00
	2nd Offense	\$500.00	\$500.00
Running practices in main goal areas	1st Offense within 12 mo	\$50.00	\$50.00
	2nd Offense within 12 mo	\$100.00	\$100.00
	3rd Offense within 12 mo	\$200.00	\$200.00
Dogs, Alcohol, Trash, Wheeled vehicles	Incident	\$100.00	\$100.00
Field Monitor	Hourly	\$25.00	\$25.00

Program Area	Unit of Measure	Resident	Non- Resident
F. Additional Rules (Applicable to all athletic fields)			
Weekday slots used before 3:30pm throughout the year are discounted 50%			
Weekday slots 5:30pm-7:00pm are charged as full two-hour slot			
All other slots are pro-rated in 30 minute increments			
3. Skate Park Rental (only available AM hours)			
A. Morning Hours (includes 2 staff members)	Hour	\$250.00	\$300.00
B. Birthday Party (includes 2 staff members & lesson)	Hour	\$350.00	\$420.00
Cleaning/Damage Deposit (refundable)	Rental	\$200.00	\$200.00
4. Tennis Courts			
A. Day Use (All Courts): Cedar Rose, Grove, James Kenney, Live Oak, Rose Garden, Roy Oakes, San Pablo, Strawberry Creek, Willard			
Adult	Hour	\$7.00	\$8.00
Youth, Senior, Disabled	Hour	\$5.00	\$6.00
B. Night Use/Lighted Courts: Cedar Rose, Grove, James Kenney, Live Oak, San Pablo, Strawberry Creek, Willard			
Adult	Hour	\$10.00	\$12.00
Youth, Senior, Disabled	Hour	\$8.00	\$10.00
5. Swim Centers (1-hour minimum) King, West Campus			
1-35 people	Hour	\$100.00	\$120.00
36-70 people	Hour	\$145.00	\$174.00
71-100 people	Hour	\$177.00	\$212.00
101-150 people	Hour	\$217.00	\$260.00
Cleaning/Damage Deposit (refundable)	Rental	\$200.00	\$200.00
6. Picnic Areas (4-hour minimum)			
A. Aquatic Park	4-hours	\$45.00	\$54.00
B. Cedar Rose	4-hours	\$30.00	\$36.00
C. Codornices Park Area 1	4-hours	\$75.00	\$90.00
D. Codornices Park Area 2	4-hours	\$60.00	\$72.00
E. Cragmont	4-hours	\$45.00	\$54.00
F. Grove	4-hours	\$30.00	\$36.00
G. James Kenney	4-hours	\$45.00	\$54.00

Program Area	Unit of Measure	Resident	Non- Resident
H. King School	4-hours	\$30.00	\$36.00
I. Live Oak Park (Areas 1 & 2)	4-hours	\$60.00	\$72.00
J. Ohlone Park @ McGee	4-hours	\$45.00	\$54.00
K. San Pablo Park	4-hours	\$30.00	\$36.00
L. Strawberry Creek	4-hours	\$30.00	\$36.00
M. Shorebird Park: Areas 1, 2	4-hours	\$60.00	\$60.00
N. Shorebird Park: Area 3	4-hours	\$45.00	\$45.00
O. Cesar Chavez: Area 1	4-hours	\$45.00	\$45.00
P. Cesar Chavez: Area 2 (large picnic area)	4-hours	\$200.00	\$200.00
Q. Bounce House Permit	Per Use	\$20.00	\$25.00
7. Parks & Open Space (not athletic fields)			
A. Special Events			
1-99 Participants	Day	\$180.00	\$350.00
100-249 Participants	Day	\$270.00	\$500.00
250-499 Participants	Day	\$350.00	\$700.00
500+ Participants	Day	\$550.00	\$1,000.00
Cleaning/Damage Deposit (refundable)	Day	\$700.00	\$700.00
Special Events – Additional Days			
1-99 Participants	Day	\$170.00	\$340.00
100-249 Participants	Day	\$230.00	\$460.00
250-499 Participants	Day	\$250.00	\$600.00
500+ Participants	Day	\$450.00	\$900.00
B. John Hinkel Amphitheater	Day	\$120.00	\$144.00
Cleaning/Damage Deposit (refundable)		\$350.00	\$350.00
C. Camp Day Use Fee			
1-50 Participants	Day	\$50.00	\$50.00
51-100 Participants	Day	\$100.00	\$100.00
101-150 Participants	Day	\$150.00	\$150.00
D. Small Turf Areas in Parks (Ages 8 yrs & under; Mon-Fri only; Max 3 days per week: Ohlone Park, Aquatic Park, James Kenney Park, Live Oak Park			
	2-Hours	\$25.00	\$30.00
8. Weddings (4-hour minimum)			
A. Rose Garden	4-Hours	\$1,000.00	\$1,200.00
Each Additional Hour (after 4 hours)	Hour	\$170.00	\$204.00

Program Area	Unit of Measure	Resident	Non- Resident
B. Cragmont, Live Oak Park, & John Hinkel (outside areas)	4-Hours		
		\$450.00	\$540.00
Each Additional Hour (after 4 hours)	Hour	\$75.00	\$90.00
C. Spinnaker Way Vista	4-Hours	\$750.00	\$750.00
Each Additional Hour (after 4 hours)	Hour	\$170.00	\$170.00
D. Yacht Club Point	4-Hours	\$750.00	\$750.00
Each Additional Hour (after 4 hours)	Hour	\$170.00	\$170.00
Cleaning/Damage Deposit (refundable)	Rental	\$700.00	\$700.00
III. SWIM CENTER FEES			
1. Admissions (Public & Family Swim, Laps)			
Adult (Drop-in)	Swim	\$6.00	\$6.00
Adult (10-Swim Card)	10-Swims	\$51.00	\$51.00
Adult (Monthly)	Month	\$73.00	\$73.00
Youth, Senior, Disabled (Drop-In)	Swim	\$3.00	\$3.00
Youth Senior Disabled (10-Swim Card)	10-Swims	\$22.00	\$22.00
Youth Senior Disabled (Monthly Card)	Month	\$37.00	\$37.00
2. Red Cross Swim Sessions			
Adult	Session	\$75.00	\$90.00
Youth, Senior, Disabled	Session	\$72.00	\$84.00
Organized Youth Groups (Residents only)			
10-15 participants	Session	\$65.00	-
16-21 participants	Session	\$62.00	-
22-32 participants	Session	\$54.00	-
33-43 participants	Session	\$48.00	-
44-54 participants	Session	\$39.00	-
55+ participants	Session	\$37.00	-
3. Premium Classes			
Continuous & Coached Workouts: water aerobics, parent/tot, stroke technique, Master Swim			
Adult (Drop-in)	Swim	\$7.00	\$7.00
Adult (10-Swim Card)	10-Swims	\$66.00	\$66.00
Adult (Monthly)	Month	\$82.00	\$82.00
Youth, Senior, Disabled (Drop-In)	Swim	\$5.00	\$5.00
Youth Senior Disabled (10-Swim Card)	10-Swims	\$40.00	\$40.00
Youth Senior Disabled (Monthly Card)	Session	\$57.00	\$57.00
4. Private Swim Lessons (1/2 hour session)			
Individual (One-on-One)	Lesson	\$30.00	\$36.00

Program Area	Unit of Measure	Resident	Non- Resident
Semi-Private Lesson (2 or more Participants)	Lesson	\$50.00	\$60.00
IV. RECREATION PROGRAMS			
1. Sports			
A. Adult Softball League			
4 Game Season	Team	\$320.00	\$384.00
8 Game Season	Team	\$640.00	\$715.00
10 Game Season	Team	\$800.00	\$875.00
B. Adult Basketball League			
8 Game Season	Team	\$560.00	\$635.00
10 Game Season	Team	\$700.00	\$775.00
C. Adult Volleyball League			
8 Game Season	Team	\$320.00	\$384.00
10 Game Season	Team	\$400.00	\$475.00
12 Game Season	Team	\$480.00	\$555.00
15 Game Season	Team	\$600.00	\$675.00
D. Open Gym Volleyball	Drop-In	\$5.00	\$5.00
E. Youth Baseball			
Individual	Session	\$51.00	\$61.00
F. Youth Hoops League			
Individual	Session	\$30.00	\$36.00
G. Youth Twilight Basketball			
Individual	Session	\$27.00	\$32.00
H. Youth Flag Football League			
Individual	Session	\$30.00	\$36.00
I. Tennis Lessons			
Youth	Session	\$73.00	\$88.00
Adult	Session	\$107.00	\$128.00
J. Skate Park Lessons & Classes			
Full Day	Session	\$258.00	\$310.00
1/2 Day Camp	Session	\$195.00	\$234.00
Park Introduction	Session	\$11.00	\$13.00
Trick Clinic	Session	\$11.00	\$13.00
Private Lessons	Hour	\$43.00	\$52.00
Group Lessons	Session	\$108.00	\$130.00
2. Programs at Centers			
A. After School Program Registration Fee (Frances Albrier, James Kenney)			
Individual	Week	\$25.00	\$30.00
B. Community Center Camp Programs (Winter, Spring, Summer)			

Program Area	Unit of Measure	Resident	Non- Resident
Core	30 hours	\$101.00	\$121.00
AM Extended Care	5 hours	\$10.00	\$12.00
PM Extended Care	15 hours	\$30.00	\$36.00
3. Camp Programs			
A. Berkeley Day Camp			
Youth Core Program	5-Days	\$240.00	\$288.00
AM Extended Care	5-Days	\$51.00	\$61.00
PM Extended Care	5-Days	\$79.00	\$95.00
Counselor-In-Training	10-Days	\$194.00	\$232.00
Surcharges			
Changed reservation	Per Change	\$0.00	\$0.00
Cancelled Reservation	Session	25% of reservation not to exceed \$150	25% of reservation not to exceed \$150
B. Echo Lake Camp			
50 & Better Camp			
50 & Better Camp Tent (up to 2 campers)	5-Day	\$730.00	\$876.00
50 & Better Camp Tent (up to 2 campers)	4-Day	\$580.00	\$696.00
50 & Better Camp Tent (up to 2 campers)	Weekend	\$460.00	\$552.00
50 & Better Camp Additional Camper	1-Day	\$40.00	\$48.00
Counselor-In-Training			
Counselor-In-Training	2-Week	\$400.00	\$480.00
Counselor-In-Training	1-Week	\$275.00	\$330.00
Family Camp			
Full-Week Standard Tent (up to 3 campers)	7-Day	\$1,675.00	\$2,010.00
Full-Week Low-Occupancy Tent	7-Day	\$1,450.00	\$1,740.00
5-Day Session - Standard Tent (up to 3 campers)	5-Day	\$1,375.00	\$1,650.00
5-Day Session - Low Occupancy tent	5-Day	\$1,206.25	\$1,447.50
Weekend Standard Tent (up to 3 campers)	4-Day	\$1,225.00	\$1,470.00
Weekend Low-Occupancy Tent	4-Day	\$1,075.00	\$1,290.00
Mid-Week Standard Tent (up to 3 campers)	4-Day	\$1,100.00	\$1,320.00
Mid-Week Low-Occupancy Tent	4-Day	\$965.00	\$1,158.00
Additional Camper Fee	1-Day	\$65.00	\$78.00
Day Use Fees			
Adult (15+) Day Use	1-Day	\$108.00	\$129.60
Youth (7-14) Day Use	1-Day	\$72.00	\$86.40
Child (3-6) Day Use	1-Day	\$54.00	\$64.80
Group Rental Rates			
Adult (15+)	1-Day	\$85.00	\$102.00

Program Area	Unit of Measure	Resident	Non- Resident
Youth (7-14)	1-Day	\$71.50	\$85.80
Child (3-6)	1-Day	\$52.80	\$63.36
Infant (0-3)	1-Day	\$0.00	\$0.00
New Camper Welcome Weekend	Weekend	\$195.00	\$234.00
School Outdoor Education			
Teachers & Adult Chaperones	1-Day	\$60.00	\$72.00
Youth Participants	1-Day	\$45.00	\$54.00
Shoulder Season Rentals			
Shoulder Season Tent Rental (no meals, up to 3 campers)	1-Night	\$97.75	\$117.30
Shoulder Season Tent Rental (with meals, up to 3 campers)	1-Night	\$195.50	\$234.60
Work Weekend	Weekend	\$0.00	\$0.00
Youth Camp			
5-Day Program	5-Days	\$600.00	\$720.00
7-Day Program	7-Days	\$840.00	\$1,008.00
Per Day Fee	1-Day	\$120.00	\$144.00
Wedding Rental			
Wedding Rental	4-Hours	\$750.00	\$900.00
Wedding Rental - Each Additional Hour (after 4 hours)	Hour	\$125.00	\$150.00
C. Tuolumne Camp			
50 & Better Camp			
50 & Better Camp Tent (up to 2 campers)	5-Day	\$900.00	\$1,080.00
50 & Better Camp Tent (up to 2 campers)	4-Day	\$720.00	\$864.00
50 & Better Camp Tent (up to 2 campers)	Weekend	\$540.00	\$648.00
50 & Better Camp Additional Camper per day	1-Day	\$45.00	\$54.00
Counselor-In-Training			
Counselor-In-Training	2-Week	\$415.00	\$498.00
Counselor-In-Training	1-Week	\$275.00	\$330.00
Family Camp			
Full-Week Standard Tent (up to 3 campers)	1-Week	\$1,995.00	\$2,394.00
Full-Week Low-Occupancy Tent	1-Week	\$1,715.00	\$2,058.00
Weekend Standard Tent (up to 3 campers)	4-Day	\$1,460.00	\$1,752.00
Weekend Low-Occupancy Tent	4-Day	\$1,280.00	\$1,536.00
Mid-Week Standard Tent (up to 3 campers)	4-Day	\$1,300.00	\$1,560.00
Mid-Week Low Occupancy Tent	4-Day	\$1,100.00	\$1,320.00
Family Camp Day Use Fees			
Adult (15+) Day Use	1-Day	\$135.00	\$162.00
Youth (7-14) Day Use	1-Day	\$90.00	\$108.00

Program Area	Unit of Measure	Resident	Non- Resident
Child (3-6) Day Use	1-Day	\$68.00	\$81.60
Additional Camper Fee	1-Day	\$75.00	\$90.00
Group Rental Rates			
Adult (15+)	1-Day	\$110.00	\$132.00
Youth (7-14)	1-Day	\$93.00	\$111.60
Child (3-6)	1-Day	\$78.00	\$93.60
Infant (0-3)	1-Day	\$0.00	\$0.00
New Camper Welcome Weekend	Weekend	\$195.00	\$234.00
School Outdoor Education			
Adult Chaperones	1-Day	\$75.00	\$90.00
Youth Participants	1-Day	\$56.00	\$67.20
Shoulder Season Rentals			
Shoulder Season Tent Rental (no meals)	1-Night	\$115.00	\$138.00
Shoulder Season Tent Rental (with meals)	1-Night	\$230.00	\$276.00
Work Weekend	Weekend	\$0.00	\$0.00
Youth Camp			
5-Day Program	5-Days	\$750.00	\$900.00
7-Day Program	7-Days	\$1,050.00	\$1,260.00
Wedding Rental			
Wedding Rental	4-Hours	\$1,000.00	\$1,200.00
Wedding Rental - Each Additional Hour (after 4 hours)	Hour	\$150.00	\$180.00
D. Resident Camp Surcharges			
Family Camp Program Deposit Payment		\$500 per registration	\$500 per registration
Late Fee	\$75 if balance is not paid by date specified		
Cleaning / Damage Deposit	Rental	\$300.00	\$300.00
Changes to Reservation resulting in reduction in length of stay (30 days or more before arrival)	Reservation	\$100.00	\$100.00
Cancel Reservation (30 days or more before arrival)	25% of reservation not to exceed \$150		
Cancel Reservation (due to emergency or illness, with Dr's excuse)	Reservation	No Charge	No Charge
4. Waterfront Programs			
A. Adventure Playground			
Individual Admission (anyone over 1 year old)	Day	\$1.00	\$1.00
Group size 5-10	2-hours	\$75.00	\$75.00
Group size 11-20	2-hours	\$105.00	\$105.00
Group size 21-30	2-hours	\$150.00	\$150.00
Group size 31-40	2-hours	\$180.00	\$180.00

Program Area	Unit of Measure	Resident	Non- Resident
B. Education Programs			
Animal	Session	\$200.00	\$200.00
Low Tide	Session	\$200.00	\$200.00
Research Boat Trip	Session	\$225.00	\$225.00
Sail Boat Trip	Session	\$255.00	\$255.00
Docent Training	Session	\$65.00	\$65.00
Special Program Request	Hour	\$65.00	\$65.00
Marine Biology	4-Days	\$75.00	\$75.00
Marine Biology	8-Days	\$150.00	\$150.00
Boating	4-Days	\$150.00	\$150.00
Canoeing	3-Days	\$55.00	\$55.00

Policies and Procedures for Parks and Recreation Programs and Facilities

I. CLASSIFICATION AND DEFINITION OF USER GROUPS

The following classifications and definitions are established for the purpose of determining recreation facility priority use and rental charges (exception: Athletic Fields).

User Groups may be required to provide insurance, (as a condition of facility use) as determined by the City of Berkeley Risk Manager.

1. City of Berkeley: Any department of the City of Berkeley using the facility for recreational or educational purposes.
2. Public Agencies: Agencies, such as Berkeley Unified School District, State of California, County, or University of California, providing a service to the City of Berkeley. (For example, the University providing tutoring to City recreation program participants.)
3. Resident Groups Serving Berkeley Residents With Disabilities: Per subtitle A of title II of the Americans with Disabilities Act of 1990 (42 U.S. C. 12131), the term "disability" means, with respect to an individual:
 - a. A physical or mental impairment that substantially limits one or more major life activities of such individual;
 - b. A record of such impairment; or
 - c. Being regarded as having such impairment.
4. Resident Youth Groups: Any organized non-profit resident youth group that meets the following criteria:
 - a. A majority of the members are 17 years of age or under;
 - b. There are adult leaders, advisors and/or chaperones that are present during events at COB facilities;
 - c. The group has documentation of non-profit status and adheres to all applicable rules and laws for non-profits including established meeting schedule, board of directors, and by-laws;
 - d. The group/non-profit organization does not discriminate on the basis of race, color, religion, ancestry, national origin, age, sex, sexual orientation, marital status, political affiliation, veterans' status, disabilities (physical and mental), and medical condition (including cancer and HIV status);
 - e. The group's activities are recreational and/or educational in nature;
 - f. At least 50% of the membership are residents of the City of Berkeley
5. Resident Senior Citizen Groups: Any organized adult group meeting the requirements listed under Resident Youth Groups in Section 4. above, except for numbers 4.a. and 4.b., and at least 75% of the membership is comprised of persons 65 years of age or older.
6. Residents: Persons who can prove Berkeley residency as noted below in Section II.1 and whose event/rental is not open to the public. (For example. Wedding receptions or parties.) Liability and/or other insurance may be required as determined by the City's Risk Manager. Resident must be at least 21 years old to rent facility.
7. Non-Resident: Persons residing outside of Berkeley. Non-resident must be at least 21 years old to rent a facility.
8. Non-resident Fees
 - a. Rental Fees for facilities, fields, and picnic areas are Resident Rate + 20% of Resident Rate

- b. Program Fees for swim lessons, youth sports, tennis lessons, Skate Camp/Lessons, Recreation Center Afterschool Programs and Day Camp and Summer Fun Camps are Resident Rate + 20% of ResidentRate
- c. Adult Sports Team Fees are Resident Rate+ 20% of Resident Rate (\$75 cap per team per season)
- d. Berkeley Tuolumne Camp and Echo Lake Camp are Resident Rate + 20% of Resident Fees

II. ELIGIBILITY REQUIREMENTS

1. Residency: Proof of residency is required to receive the resident rate. A recent utility bill (within the past two months) is required for verification. Youth attending Berkeley Public Schools are eligible for the resident rate with current school photo identificationcard, and/or letter from school.
2. Age: New program participants may be required to provide proof of age at the time of registration to receive a youth discount. A copy of birth or baptismal certificate is acceptable proof.

III. BERKELEY TUOLUMNE CAMP AND ECHO LAKE CAMP

Fee Classifications

Fees for Echo Lake Camp and Tuolumne Camp Programs are scheduled in various ways depending on the program.

Family Camp:

Some programs utilize a per-tent, per-group fee for up to 3 campers. Group sizes larger than 3 may add campers for an additional fee per person, per night or session.

Some programs utilize a per-person, per-night fee. Per-person fees may vary depending on the age of participants, as shown below (note: ages at arrival to camp):

- Adult (ages 15+)
- Youth (Ages 7-14)
- Child (Ages 3-6)
- Infants (under 3) stay free of charge

Special Discounted Programs for Tuolumne and Echo Lake Camps

The Department Director or designee may establish a discount during low attendance periods or during times when no formal camp is in session as a method to increase camp use. A discount of up to 40% may be given provided there is a clear benefit to the City of Berkeley and/or the City's Camp Fund.

Shoulder Season Use

Shoulder Season rates are applied when there is no program occurring at the Camp. (Shoulder-season individuals or groups may use the campgrounds, tents, cots with mattresses, and facilities, including food service, after payment of applicable fee.)

Camp Reservations

- The City may cancel a reservation if the balance due is not paid by the payment deadline, or the following business day, should the deadline be a non-business day.

- Any change that results in a reduction in a reservation must be requested at least 30 days or more prior to camp arrival date.
- A maximum of two cabins can be reserved under a single name.
- An accommodation may be made for large group reservations.

Camps Service Charges

Changing Reservation: All changes must be made in writing at least 30 days prior to arrival date. No charges will be incurred for adding people, dates, or meals to an existing reservation. Changes resulting in a reduction of the reservation will result in a service charge according to the prevailing fee schedule. Additions may be made less than 30 days in advance as space allows.

Camp Closure Due to Emergency or Illness: In the event of an emergency or illness which leads to closure of camp, the Department Director, or designee may waive any unused portion of the reservation fee.

Cancel Reservation: A fee will be incurred for cancellations. Payments will be forfeited if cancelation is less than 30 days in advance of arrival date. See Refunds Policy. (Section VI)

Group Rentals – Camps

1. Exclusive use of **Echo Lake Camp** requires a minimum of 60 people. Exclusive use of **Tuolumne Camp** requires a minimum of 150 people.
2. Groups of less than the minimum may rent space at the camp, but use will not be permitted exclusive use.
3. Certificate of Insurance showing evidence of liability insurance in limits of not less than \$1,000,000 and naming the City of Berkeley as an additional insured, is required for exclusive use group rentals only.
4. Groups Rentals are required to pay a 10% non-refundable deposit upon submission of the rental agreement to the City.
5. Group Rentals are required to pay an additional 20% non-refundable deposit at least 30 days prior to camp arrival date.
6. Group Rentals are required to pay the remaining balance due upon arrival at camp.
7. Group Rentals do not include access to the kitchen for meal preparation.
8. Groups must provide one dedicated medical staff at the user group's expense.
9. Groups must provide lifeguards, at the user group's expense. The number of lifeguards is based on the number of participants as determined by the Camp Manager.
10. A \$300 cleaning deposit is required. Deposit will be returned if the camp has been left in the same condition as before the rental, as determined by the Camp Manager.

IV. LOW-INCOME FEE SUPPORT/SCHOLARSHIPS

Low-income fee support/scholarships are available to Berkeley residents who meet Federal Low-income Guidelines. The City of Berkeley offers partial (50%) or full (100%) scholarships to Berkeley Residents for a wide variety of Recreation Division programs. Scholarship eligibility is based upon Housing and Urban Development (HUD) income thresholds, and applicants must submit documents to verify their proof of residency and gross household income or submit a low-income affidavit form to qualify.

Table 1. Scholarship Income Thresholds for Calendar Year 2021

<i>Number of Household members</i>		1	2	3	4	5	6	7	8
Qualifies for 50%	New calculated figure	67,100	76,700	86,300	95,900	103,600	111,300	118,900	126,600
Qualifies for 100%	HUD Very Low Income	47,950	54,800	61,650	68,500	74,000	79,500	84,950	90,450
	HUD Extremely Low Income	28,800	32,900	37,000	41,100	44,400	47,700	51,000	54,300
	Difference	19,150	21,900	24,650	27,400	29,600	31,800	33,950	36,150

*Updates annually based on HUD low-income guidelines.

Low-income fee support/scholarship availability in each program area may vary based on maximum capacities and enrollments. The Recreation Division reserves scholarship spaces in many program areas and provides priority registration opportunities to scholarship recipients. Participants must re-apply for scholarships annually.

The Department Director, or his/her designee, can approve low-income fee support/scholarships for the program categories below. Low-income fee support/scholarships eligibility may vary for each of these categories.

CATEGORY A: General Fund Recreation Division Programs

General Fund programs have no limitations on the frequency of use, or the number of sessions attended by each scholarship recipient each calendar year. There are no scholarships for Drop-In programs. General Fund Programs include but are not limited to:

Afterschool Programs
Community Center Summer Fun Camps
Skate Park Camps
Special Events
Swim Lessons

CATEGORY B: Camps Fund - Resident & Day Camp Programs

Camp Fund programs have some limitations to the frequency of use, or the number of sessions attended by each scholarship recipient each calendar year. Scholarships are based on the operating fund's ability to sustain them. The following Resident and Day Camp Programs operating out of the Camps Fund are eligible for scholarship use with some limitations:

Tuolumne Camp

Family Camp Programs
Youth Camp Programs
Counselor-In-Training Programs
Teen Leadership Programs

Echo Lake Camp

Family Camp Programs

Youth Camp Programs
 Counselor-In-Training Programs
 Teen Leadership Programs

Berkeley Day Camp

Core Program Enrollments
 Counselor-In-Training Programs

In-Town Specialty Camp Programs

Echo Lake and Tuolumne Camp Year-Round Teen Leadership Programs

50 & Better Camp programs are not eligible for scholarships, as they are already offered at a discounted price.

Youth Camp and Counselor-In-Training (CIT) Programs:

Participants are allowed to apply their scholarship or hardship waiver to one (1) remote residential (sleepaway) Youth Camp or Counselor-In-Training session each calendar year, regardless of which Camp location is chosen (Echo or Tuolumne Camp). Camp sessions may vary in length and program offerings each season and at each Camp location. Due to capacity limitations, scholarship space may be limited for these programs.

Family Camp Programs:

Participants are allowed to apply their scholarship or hardship waiver to one (1) Family Camp session each calendar year, regardless of which Camp program is chosen (Echo or Tuolumne Camp). Family Camp sessions may vary in length and program offerings each season. Due to capacity limitations, scholarship space may be limited for these programs.

CATEGORY C: Self-supporting or Fee Based Recreation Programs

These programs may vary annually. Limitations to the number of sessions, frequency of use, and scholarship amount awarded may apply. Scholarships are based on the operating fund's ability to sustain them. There are no scholarships for Drop-In programs. Additional specialty programs may be eligible for scholarships at the discretion of the Parks Recreation Waterfront Director or their designee, and may include:

Third-party contractor offered specialty classes and sports programs

Recreation Division specialty instructional programs and courses

Other programs as determined annually and at the discretion of the PRW Director

CATEGORY D: Marina Fund Program

Marina Programs do not require Berkeley residency, however, individuals or groups requesting low-income fee support for these programs are required to show proof that gross household income meets Federal Low-Income Guidelines:

Marine Biology and Boating Classes: A 50% discount from the standard/core fee. Eligible program participants will receive one discount per class per year.

Docent Training Programs: A 50% discount from the standard/core fee. Eligible program participants will receive one discount per class per year.

Classroom Field Trips to the Nature Center or Adventure Playground: A 50% discount from the standard/core fee will be allowed for qualifying classrooms. To qualify, teachers must first send a letter with proof that a minimum of 50% of the class (s) qualify for the school's free lunch program.

Letter must be directed to:

City of Berkeley Recreation Administration
 c/o: Recreation & Youth Services Manager
 1720 8th Street.
 Berkeley, CA 94710
 (510) 981-5150
recreation@cityofberkeley.info

ANNUAL RENEWAL PROCESS

Following initial approval for a scholarship, applicants must renew their scholarship eligibility annually by submitting current proof of Berkeley residency and income. City of Berkeley Recreation Administration staff will reach out to scholarship recipients annually to request renewal documentation.

SCHOLARSHIP DONATIONS

The City of Berkeley accepts donations from individuals who would like to contribute to offset the costs of operating the Recreation Division scholarship program. Direct questions about donating to support this program to the Recreation Administration office at (510) 981-5150 or e-mail: recreation@cityofberkeley.info.

V. FEE WAIVERS

Hardship Waiver Eligibility

In a limited number of cases, fees may be waived altogether for participants who would otherwise not be able to participate in the program due to extreme financial, familial, or other hardship. The Director of Parks Recreation and Waterfront, or his/her designee will evaluate requests for waivers.

Applicant must submit a written request for a hardship waiver to the Parks Recreation Waterfront Director (or their designee) explaining the extreme financial, familial, or other hardship.

Recipients of waivers are required to demonstrate proof of Berkeley residency and legal guardianship. Proof of residency may include a letter of verification on a homeless services agency's letterhead

Additional documentation may include a court order letter regarding Foster Care.

Camp Service Providers: Nurses and Independent Contractors are paid for their services and may receive a waiver of all camp fees while they are providing this service. One additional adult or two children under the age of fifteen, accompanying the camp service provider, may receive a waiver of all camp fees. Up to three additional family members, accompanying the camp service provider, may receive a waiver up to 80%, provided they use one tent cabin.

Artists-in-Residence: Artists-in-Residence are volunteers and are not paid for their services. They may receive a waiver of all camp fees while they are providing this service. One additional adult or two children under the age of fifteen, accompanying the artist-in residence, may also receive a waiver. Up to three additional family members may receive a waiver up to 80%, provided they use one tent cabin.

Camp Volunteers: Volunteers may receive a fee waiver of all camp fees if all of the following applies: 1) must be a previous City of Berkeley or Tuolumne or Echo Lake Camp employee or have a skilled service that is deemed a necessity by the Parks Recreation & Waterfront Director; 2) must be over 18; and 3) no guests of volunteers are allowed during organized volunteer / workweekends.

VI. REFUNDS/ACCOUNT CREDITS

All requests for refunds or account credits must be directed to the Recreation & Youth Services Manager, Recreation Division, 1720 8th Street, Berkeley, CA 94710 or email Recreation@cityofberkeley.info. The original receipt must be submitted with a written request for a refund or account credit. The request must state the reason for the refund or account credit, and the date, time and location of the program, and the amount requested. The Recreation and Youth Services Manager will render a decision to either: 1) refund the fee; 2) issue an account credit; 3) pro-rate the fee; 4) apply the fees to another session or program (not applicable to sports field permits); or 5) deny the request.

Recreation and Marina Programs and Facility Rentals/Reservations: This policy includes but is not limited to Recreation Programs, Recreation Facilities, Picnic Site Reservations, Tennis/Pickleball Reservations, Camp Day Use Permits, Adventure Playground, and Marina Programs. No refunds or credit will be granted without 7-days-notice prior to date of reservation, except for rainouts or poor air quality. The City will deduct 25% of the amount paid from the refund or credit to cover administrative expenses or will deduct a minimum \$10.00 service charge. The Administration Fee is not to exceed \$150.00.

In the event of a rainout or poor air quality on the date of reservation, customer may request to change the reservation to a later date, subject to availability. If no other date is available or desirable, customer may request to apply the fees toward another Recreation program or request a refund or account credit. Rainout or poor air quality requests must be made in writing no later than 72 hours after the date of reservation. The Recreation and Youth Services Manager will render a decision to either: 1) refund the fee; 2) issue an account credit; 3) pro-rate the fee; 4) apply the fees to another program or reservation; or 5) deny the request.

Camp Programs (Tuolumne Camp and Echo Lake Camp): No refunds or credit will be provided if cancellation is made less than 30 days before camp arrival date. A refund or account credit will be provided if the entire reservation is cancelled not less than 30 calendar days prior to arrival date, less a 25% administration fee not to exceed \$150.

Emergency, Illness and/or Bereavement Refund Request: The Department Director, or designee, may refund the reservation fee on a prorated basis in the event of an emergency, illness or bereavement of an immediate family member occurring after registering for a program. A written request must be submitted no later than 30 days after the date of the event and must include the reason a refund is being requested and a copy of a written doctor's verification for medical reasons, or a copy of the obituary or memorial service program for bereavement reasons.

Sports Field Permits: A refund may be requested for any time that a City field is not used due to circumstances beyond the control of the permit holder (e.g., weather). To request a refund, a letter must be sent to the City's Recreation Division Manager for approval at their

discretion. The letter must contain the following items: the dates and times and amounts requested, along with a copy of the permit and the City-issued payment receipt number. Refunds for full season permits shall be issued for field closures that happen on the third or more closure that occurs in subsequent and separate weeks (e.g., the third Monday out of three rained out Mondays would be refunded) and are processed at the end of each season. Refunds for spot bookings are refunded in the full amount upon request and are processed throughout the season.

Account Credits: The Recreation Division of the Parks, Recreation and Waterfront Department (PRW) may issue Account Credits when the Recreation Division cancels a program, reservation, or permit. PRW may also issue a credit when a customer requests an Account Credit for a program that they have paid for but do not participate in, or for a reservation, or permit that they have paid for but do not use.

Definition: Account Credit – reversal of a customer payment, which is applied to their account for future use in the Recreation Division.

Account Credits must be cleared before the end of each fiscal year. Any customer that has an Account Credit of \$10 or more will be automatically issued a refund check beginning May 1st of that current fiscal year. Refunds may take up to 10 – 12 weeks to process.

Per Department policy, checks will not be issued for refunds for less than \$10.00. Account Credits under \$10.00 will roll into the next fiscal year.

Special Requests: Customers may request a refund of their Account Credit in writing to the Recreation Customer Service Hub. The decision to issue a refund of an Account Credit will be determined by the Recreation and Youth Services Manager or their designee.

VII. SPECIAL USE RENTAL POLICY

1. Purpose

A primary goal of the City's Community Centers is to become a "hub" of resources and referrals for neighborhoods by establishing a relationship of mutual support and trust. Through this trust, we promote safe neighborhoods and opportunities for families and youth to be engaged in activities that enhance the community and support the goals of the Parks Recreation and Waterfront Department. Each year the Parks Recreation and Waterfront Department receives numerous requests from community groups to meet at its Community Centers as well as the Berkeley Marina Conference Room for no fee. As a way to cultivate community relationships and respond to community requests for free meeting space, the City has created a policy whereby qualified local groups (e.g., neighborhood, Community Agency Contract, or non-profit groups that comply with this policy) are allowed to hold meetings, free of charge, at the City's Community Centers and the Berkeley Marina Conference Room during normal business hours.

2. Application Process

A completed application and attachments must be submitted before a reservation is confirmed. Groups applying for a Special Use Rental must support and benefit the goals of the City of Berkeley Parks Recreation and Waterfront Department ("PRW"). The department is committed to administering excellent recreation programs at our community centers, camps, marina and parks; developing new programs that improve access for

historically underserved participants; maintaining our trees and municipal urban forest, landscaping and infrastructure; and, developing Capital Projects with community input to improve and enhance residents' park and facility experience.

All interested groups must submit a completed Special Use Rental application on an annual basis, with all of the following attached:

- Proof that membership has approved meetings (either by providing a Board resolution, Agendas, or Minutes).
- A \$200 Cleaning/Damage Deposit(Refundable).
- A written statement that the group/non-profit organization does not discriminate on the basis of race, color, religion, ancestry, national origin, age, sex, sexual orientation, marital status, political affiliation, veterans' status, disabilities (physical and mental), and medical condition (including cancer and HIV status).
- A written statement describing the group's goals and how they support and benefit the goals of the City of Berkeley Parks Recreation and Waterfront Department.

In addition to the above requirements that apply to all interested groups, Community Agency Contract and non-profit groups must also submit:

- List of membership roster with names, addresses, and phone numbers
- Proof of non-profit status (required for non-profit groups)
- At least 14 days before the date of the first meeting, qualified groups must provide a valid Certificate of Insurance (COI) containing the City's minimum liability requirements, and naming the city of Berkeley as additional insured on separate Endorsement. This COI must cover all of the group's reserved dates for the year. If the COI is not provided at least 14 days prior to the first reserved date, the reservation will be cancelled.

PRW will not begin to review the application until the application is complete, including all required information and attachments. A reservation is not confirmed until the applicant receives written notice of approval from PRW.

Applications may be picked up at: 1) any Recreation Center; 2) Recreation Division Office, 1720 8th St., Berkeley, CA 94710; 3) Berkeley Marina Office; or 4) City of Berkeley website: www.cityofberkeley.info/parks

Approval of applications is at the discretion of the Recreation and Youth Services Manager or designee; a decision denying the application is final and not subject to appeal. If PRW denies the fee waiver application, the interested group may apply to rent the room for the standard fee.

Qualified Groups: In order to qualify for this policy, groups must comply with all of the requirements set forth above in section I. In addition, groups must support and benefit the goals of the City of Berkeley Parks Recreation and Waterfront Department and groups must be one of the following:

Neighborhood Groups: Any group living in a specific area of Berkeley that comes together to either exchange ideas for neighborhood improvement and community building, or to help solve neighborhood problems or issues.

Non-profit Groups: Any organized non-profit group that meets at least quarterly.

Community Agency Contract Groups: Any City of Berkeley Community Agency Contract group that serves youth under 18 years of age.

There must be adult leaders, advisors and/or chaperones attending each meeting.

3. Limitations

- Qualified groups may hold a regular meeting of up to two hours at a specified meeting room in a Community Center or the Marina Conference Room for up to eight (8) times per year during regular operating hours.
- Exception: The Community Room, Auditorium, or Social Hall at each Community Center may be used for one additional "larger scale" meeting, such as a banquet or social event, each year.
- Meetings must be open to the public.
- Regular Business Operating Hours are when the Community Center or Marina Office is open (Hours may vary for each facility based on its regular schedule of use).
- Qualified groups may not conduct the following activities: for-profit business or commercial activities; campaign activities; private instruction; or fundraising (unless fundraising proceeds are devoted solely to municipal recreation and park improvements, which must be demonstrated with a written request to the Recreation and Youth Services Manager/designee).
- A reservation for the qualified group may be scheduled a maximum of 180 days in advance and a minimum of 14 days in advance, and must not conflict with ongoing programs, paid rentals, or classes.
- A qualified group is required to do set-up, takedown and cleanup.
- Any additional fees other than the waived rental fee (e.g., kitchen use, stage, set-up/take down, etc.) shall apply and are the sole financial responsibility of the qualified group
- The City has the right to cancel a reservation at anytime.
- Groups cancelling a reservation must give at least 72-hours-notice. If proper notice of cancellation is not given, the City reserves the right to revoke the group's reservations for the entire year, or any part of the year. The City may revoke the group's reservations for the entire year, or any part of the year for any of the following reasons: if the group fails to abide by any of the information in its application; the group fails to comply with any of the Rules and Regulations of the City's Facility Rental Policy.

VIII. IMPLEMENTATION OF NEW FEES

The Director of Parks Recreation and Waterfront, or his/her designee, reserves the right to establish fees for new Recreation programs up to \$350 for Berkeley residents and \$420 for non-residents based on comparison with other municipalities.

NOTICE OF PUBLIC HEARING

**NOTICE OF PUBLIC HEARING
BERKELEY CITY COUNCIL**

Recreation Division Fee Increases

Notice is hereby given by the City Council of the City of Berkeley that a public hearing will be conducted by said city council of the City of Berkeley at which time and place all persons may attend and be heard upon the following:

The Department of Parks, Recreation & Waterfront is proposing to increase selected fees, as contained in the attached Recreation Fee Schedule and excerpted below:

Program Area	Unit of Measure	Resident	Resident (proposed)	Non-Resident	Non-Resident (proposed)
3. Camp Programs					
B. Echo Lake Camp					
50 & Better Camp					
50 & Better Camp (per camper)	4-Day	\$290.00	Eliminated	\$320.00	Eliminated
50 & Better Camp (per camper)	Weekend	\$230.00	Eliminated	\$254.00	Eliminated
50 & Better Camp Tent (up to 2 campers)	5-Day		\$730.00		\$876.00
50 & Better Camp Tent (up to 2 campers)	4-Day		\$580.00		\$696.00
50 & Better Camp Tent (up to 2 campers)	Weekend		\$460.00		\$552.00
50 & Better Camp Additional Camper	1-Day		\$40.00		\$48.00
Counselor-In-Training					
Counselor-In-Training	2-Week	\$400.00		\$440.00	\$480.00
Counselor-In-Training	1-Week	\$275.00		\$300.00	\$330.00
Family Camp					
Full-Week Standard Tent	7-Day	\$1,675.00		\$1,842.50	\$2,010.00
Full-Week Low-Occupancy Tent (up to 2 campers)	7-Day	\$1,450.00		\$1,600.00	\$1,740.00
5-Day Session - Standard Tent (up to 3 campers)	5-Day	\$1,100.00	\$1,375.00	\$1,100.00	\$1,650.00
5-Day Session - Low Occupancy tent (up to 2 campers)	5-Day	\$1,000.00	\$1,206.25	\$1,200.00	\$1,447.50

Program Area	Unit of Measure	Resident	Resident (proposed)	Non-Resident	Non-Resident (proposed)
Weekend Standard Tent (up to 3 campers)	4-Day		\$1,225.00		\$1,470.00
Weekend Low-Occupancy Tent (up to 2 campers)	4-Day		\$1,075.00		\$1,290.00
Mid-Week Standard Tent (up to 3 campers)	4-Day		\$1,100.00		\$1,320.00
Mid-Week Low-Occupancy Tent (up to 2 campers)	4-Day		\$965.00	\$0.00	\$1,158.00
Additional Camper Fee	1-Day		\$65.00	\$0.00	\$78.00
Additional Camper Fee	5-Day Session	\$250.00	Eliminated	\$275.00	Eliminated
Additional Camper Fee	7-Day Session	\$375.00	Eliminated	\$415.00	Eliminated
Day Use Fees					
Adult (15+) Day Use	1-Day	\$108.00		\$120.00	\$129.60
Youth (7-14) Day Use	1-Day	\$72.00		\$80.00	\$86.40
Child (3-6) Day Use	1-Day	\$54.00		\$60.00	\$64.80
Group Rental Rates					
Adult (15+)	1-Day	\$76.00	\$85.00	\$84.00	\$102.00
Youth (7-14)	1-Day	\$65.00	\$71.50	\$71.00	\$85.80
Child (3-6)	1-Day	\$48.00	\$52.80	\$42.00	\$63.36
Infant (0-3)	1-Day	\$0.00	\$0.00	\$0.00	\$0.00
New Camper Welcome Weekend	Weekend		\$195.00		\$234.00
School Outdoor Education					
Teachers & Adult Chaperones	1-Day		\$60.00		\$72.00
Youth Participants	1-Day		\$45.00		\$54.00
Shoulder Season Rentals					
Shoulder Season Tent Rental (no meals, up to 3 campers)	1-Night		\$97.75		\$117.30
Shoulder Season Tent Rental (with meals, up to 3 campers)	1-Night		\$195.50		\$234.60
Work Weekend	Weekend	\$0.00		\$0.00	
Youth Camp					
5-Day Program	5-Days	\$600.00		\$660.00	\$720.00
7-Day Program	7-Days	\$840.00		\$924.00	\$1,008.00
Per Day Fee	1-Day		\$120.00		\$144.00

Program Area	Unit of Measure	Resident	Resident (proposed)	Non-Resident	Non-Resident (proposed)
Wedding Rental					
Wedding Rental	4-Hours		\$750.00		\$900.00
Wedding Rental - Each Additional Hour (after 4 hours)	Hour		\$125.00		\$150.00
C. Tuolumne Camp					
50 & Better Camp					
50 & Better Camp Tent (up to 2 campers)	5-Day		\$900.00		\$1,080.00
50 & Better Camp Tent (up to 2 campers)	4-Day		\$720.00		\$864.00
50 & Better Camp Tent (up to 2 campers)	Weekend		\$540.00		\$648.00
50 & Better Camp Additional Camper per day	1-Day		\$45.00		\$54.00
Counselor-In-Training					
Counselor-In-Training	2-Week		\$415.00		\$498.00
Counselor-In-Training	1-Week		\$275.00		\$330.00
Family Camp					
Full-Week Standard Tent (up to 3 campers)	1-Week		\$1,995.00		\$2,394.00
Full-Week Low-Occupancy Tent (up to 2 campers)	1-Week		\$1,715.00		\$2,058.00
Weekend Standard Tent (up to 3 campers)	4-Day		\$1,460.00		\$1,752.00
Weekend Low-Occupancy Tent (up to 2 campers)	4-Day		\$1,280.00		\$1,536.00
Mid-Week Standard Tent (up to 3 campers)	4-Day		\$1,300.00		\$1,560.00
Mid-Week Low Occupancy Tent (up to 2 campers)	4-Day		\$1,100.00		\$1,320.00
Family Camp Day Use Fees					
Adult (15+) Day Use	1-Day		\$135.00		\$162.00
Youth (7-14) Day Use	1-Day		\$90.00		\$108.00
Child (3-6) Day Use	1-Day		\$68.00		\$81.60
Mid-Week Low-Occupancy Tent	4-Day		\$1,140.00		\$1,368.00
Additional Camper Fee	1-Day		\$75.00		\$90.00

Program Area	Unit of Measure	Resident	Resident (proposed)	Non-Resident	Non-Resident (proposed)
Group Rental Rates					
Adult (15+)	1-Day		\$110.00		\$132.00
Youth (7-14)	1-Day		\$93.00		\$111.60
Child (3-6)	1-Day		\$78.00		\$93.60
Infant (0-3)	1-Day		\$0.00		\$0.00
New Camper Welcome Weekend	Weekend		\$195.00		\$234.00
School Outdoor Education					
Adult Chaperones	1-Day		\$75.00		\$90.00
Youth Participants	1-Day		\$56.00		\$67.20
Shoulder Season Rentals					
Shoulder Season Tent Rental (no meals)	1-Night		\$115.00		\$138.00
Shoulder Season Tent Rental (with meals)	1-Night		\$230.00		\$276.00
Work Weekend	Weekend	\$0.00	\$0.00	\$0.00	\$0.00
Youth Camp					
5-Day Program	5-Days		\$750.00		\$900.00
7-Day Program	7-Days		\$1,050.00		\$1,260.00
Per Day Fee	1-Day		\$150.00		\$180.00
Wedding Rental					
Wedding Rental	4-Hours		\$1,000.00		\$1,200.00
Wedding Rental - Each Additional Hour (after 4 hours)	Hour		\$150.00		\$180.00
D. Resident Camp Surcharges					
Family Camp Program Deposit Payment			\$500 per registration		\$500 per registration
Late Fee	\$75 if balance is not paid by date specified				
Cleaning / Damage Deposit	Rental	\$300.00		\$300.00	
Changes to Reservation resulting in reduction in length of stay (30 days or more before arrival)	Reservation	\$100.00		\$100.00	
Cancel Reservation (30 days or more before arrival)	25% of reservation not to exceed \$150				

Program Area	Unit of Measure	Resident	Resident (proposed)	Non-Resident	Non-Resident (proposed)
Cancel Reservation (due to emergency or illness, with Dr's excuse)	Reservation	No Charge		No Charge	

The hearing will be held on January 18, 2022, at 6:00 p.m. in the School District Board Room, 1231 Addison Street.

For further information, please contact **Denise Brown at 510-981-6707**.

A copy of the agenda material for this hearing will be available on the City's website at www.CityofBerkeley.info as of **January 18, 2022**.

Written comments should be mailed or delivered directly to the City Clerk, 2180 Milvia Street, Berkeley, CA 94704, in order to ensure delivery to all Councilmembers and inclusion in the agenda packet.

Communications to the Berkeley City Council are public record and will become part of the City's electronic records, which are accessible through the City's website. **Please note: e-mail addresses, names, addresses, and other contact information are not required, but if included in any communication to the City Council, will become part of the public record.** If you do not want your e-mail address or any other contact information to be made public, you may deliver communications via U.S. Postal Service or in person to the City Clerk. If you do not want your contact information included in the public record, please do not include that information in your communication. Please contact the City Clerk at 981-6900 or clerk@cityofberkeley.info for further information.

If you challenge the above in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City of Berkeley at, or prior to, the public hearing. Background information concerning this proposal will be available at the City Clerk Department and posted on the City of Berkeley webpage at least 12 days prior to the public hearing.

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I hereby certify that the Notice for this Public Hearing of the Berkeley City Council was posted at the display case located near the walkway in front of the Maudelle Shirek Building, 2134 Martin Luther King Jr. Way, as well as on the City's website, on January XX, 2022.

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Mark Numainville, City Clerk