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**Parks & Recreation Department**  
**City of Bellingham**

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**MEMORANDUM**

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**To:** Parks & Recreation Advisory Board  
**From:** Melissa Bianconi, Recreation Manager; Caryn Regimbal, Administrative Coordinator  
**Subject:** Parks & Recreation Facility Use Fee Changes  
**Date:** September 8, 2023

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Bellingham Municipal Code 80.40.030 (c) provides for City Council to establish Parks & Recreation Facility Fees by resolution.

To create this updated fee proposal, staff evaluated fees, researched facility rates and structures of cities of similar size to Bellingham and the local market through evaluating amenities and capacities. Other considerations include impact on park users, local demand, as well as increasing costs in staff salaries and processing fees. This proposal includes several new reservable facilities that are in process of construction or improvements. We also propose to expand the reservable space portfolio to meet local demands.

An initial draft of facility use fee proposals was reviewed by the Parks & Recreation Advisory Board in June, 2023. Feedback from that discussion was considered, additional research was conducted. As a result of further study, a number of initial fee increases were reduced from the previous proposal.

Key recommended changes for park use fees include the elimination of commercial rates, reducing fee types for athletic facilities, and adjusting rates to off-set increasing costs of staffing and facility enhancements and maintenance.

The proposed changes will increase revenue and will simplify fee schedules for users. Staff is seeking approval of adjusted rates.

# Athletics Facilities

Civic Field Athletic Use Fees					
		2019 Fees		2023 Proposed Fees	
<b>Turf Field/Stadium</b>		\$ 75 hour	\$1,185 day	\$75-\$200 per hour based on tier	
<b>Throwing Areas (Shot Put/Javelin/Discus)</b>			N/A	\$30/hour	
<b>Steeple Chase</b>			N/A	\$200/hour	
<b>Pole Vault Pits</b>			N/A	\$75/hour	
<b>Lights</b>	Game		\$65/hour	\$65/hour	
	Practice		\$45/hour	\$45/hour	
Joe Martin Stadium					
		2019 Fees		2023 Proposed Fees	
Games		\$150/hour		\$150/hour	
Practices		\$50/hour		\$50/hour	
Lights		\$40/hour		\$40/hour	
Ball Fields (Downer Field/Frank Geri/Squalicum Creek)					
		2019 Rates		2023 Proposed Fees	
		Practice per hour	Games per hour	Practice per hour	Games per hour (three hour minimum)
Adult		\$20	\$45	\$20	\$25
Youth		\$10	\$35	\$10	\$20
Lights		\$30	\$24	\$30	\$30
Baseball Tournament Fee				\$500	

**Other Fields Available for Sports Practices (NEW)**

	2019 Rates	2023 Proposed Fees
Cornwall Park North Field	N/A	\$8/hour
Cornwall Park South Field		
Lake Padden Cricket Pitch/Baseball Field		
Roosevelt		
Fairhaven Park - lower fields		
Forest and Cedar Park		
Laurel Park		
Sunnyland Memorial Park		

All other park fields: First Come, first served, no reservations available

**Sport Courts: (NEW)**

	Event Type	2023 Proposed Fees
<b>Whatcom Falls</b>	Tennis Tournament	\$100 per court/day
<b>Lake Padden Park</b>	Tennis Tournament	\$100 per court/day
	Basketball Tournament	\$200/day
<b>Cornwall Park</b>	Pickleball Tournament	\$720/day
	Horseshoe Tournament	\$200/day
<b>Squalicum Park</b>	Basketball Tournament	\$200/day
<b>Roosevelt Park</b>	Basketball Tournament	\$200/day
<b>Cordata Park</b>	Pickleball Tournament	\$720/day
<b>Bloedel Donovan Park</b>	Sand Volleyball Tournament	\$200 per day (both courts)

**Off-Hours Staffing Fee (NEW)**

Staff Availability Beyond Regular Work Hours	\$100/hour
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# Parks Facilities

Notes:		Day Rates: 10 Hours x Hourly Rate	
		Commercial Rates were 150% of non-commercial rates	
<b>Picnic Shelters</b>			
Park	Facility	2019 Fees	2023 Proposed Fees
Cordata Park	Picnic Shelter	\$ 30/hour	\$ 40/hour
Cornwall Park	North Picnic Shelter	\$ 30/hour	\$ 40/hour
	South Picnic Shelter	No fee required	\$ 30/hour
Fairhaven Park	Picnic Shelter	\$ 25/hour	\$ 35/hour
Lake Padden Park	Rotary Shelter	\$ 25/hour	\$ 35/hour
	Playground Shelter	\$ 25/hour	\$ 35/hour
Squalicum Creek Park	Picnic Shelter	\$ 30/hour	\$ 40/hour
Whatcom Falls Park	Large Shelter	\$ 25/hour	\$ 35/hour
	Small Shelter	\$ 20/hour	\$ 30/hour
<b>Indoor Facilities</b>			
Park	Facility	2019 Fees	2023 Proposed Fees
Bloedel Donovan Park	Multipurpose Room	\$ 60/hour	\$ 80/hour
	Pavilion	\$ 40/hour	\$ 50/hour
Fairhaven Park	Pavilion	\$ 40/hour	\$ 50/hour
Maritime Heritage Park	Pavilion	\$ 40/hour	\$ 50/hour
Cordata Park (NEW)	Pavilion	N/A	\$ 50/hour
<b>Special Use Facilities</b>			
Location	Facility	2019 Fees	2023 Proposed Fees
Depot Market Square	Building	\$100/hour	\$150/hour
	Building with Parking Lot	\$130/hour	\$200/hour
	Parking Lot (NEW)	N/A	\$75/hour
Woodstock Farm	All Areas	\$125/hour	\$200/hour
Maritime Heritage Park	Amphitheater	\$ 25/hour	\$ 35/hour
Fairhaven Village Green		\$ 50/hour	\$ 60/hour
Elizabeth Park (NEW)	Gazebo	N/A	\$ 30/hour
Fairhaven Library (NEW)	Fairhaven Auditorium	N/A	\$ 60/hour
Boulevard (NEW)	Stage	N/A	\$ 30/hour
Van Wyck (NEW)	Lodge	N/A	\$ 100/hour
Hundred Acre Wood (NEW)	Outdoor Classroom	N/A	\$ 30/hour

<b>Other Fees</b>		
	<b>2019 Fees</b>	<b>2023 Proposed Fees</b>
<b>Special Request Application Fee - No Alcohol</b>	\$50	\$75
<b>Special Request Application Fee - Alcohol</b>	\$50 admin fee + \$50 alcohol fee	\$125
<b>Refund/Cancellation/Modification Fee</b>	\$20	\$25
<b>Inflatables</b>	\$100 per piece	\$100 per piece
<b>Event Space</b>	\$20	\$30/hour
Flat fee for 100-199 attendees	N/A	\$100
Flat fee for 200-299 attendees	N/A	\$200
Flat fee for 200-299 attendees	N/A	\$300
Flat fee for more than 300 attendees	N/A	\$400