



AGENDA

Meeting of the Scotts Valley Parks and Recreation Commission

In-Person and Remote Access

Date: October 17, 2024

Time: 6:00 PM

CONTACT INFORMATION	MEETING LOCATION	POSTING
Recreation Division 361 Kings Village Road Scotts Valley, CA 95066 (831) 438-3251	City Council Chambers 1 Civic Center Drive Scotts Valley, CA 95066 Or Zoom Video Conference https://us02web.zoom.us/j/86905757283	Agenda posted on 10/11/24 at City Hall, SV Senior Center, SV Public Works Building, and on the Internet at: www.scottsvalley.gov
COMMISSIONERS	CITY STAFF MEMBERS	
David Sanguinetti, Chair Gillian McGlaze, Vice Chair Heidi Denger, Commissioner Kate Kelsey, Commissioner Rebecca Sorci-Murray, Commissioner	Allison Pfefferkorn, Recreation Division Manager Stephanie Hill, Administrative Services Director Brian Youmans, Administrative Secretary	

MEETING NOTICE AND AGENDA PACKET MATERIALS

Notice regarding Parks and Recreation Commission Meetings:

The Parks and Recreation Commission meets regularly on the 3rd Thursday of each month at 6:00 PM in the City Hall Council Chambers located at 1 Civic Center Drive, Scotts Valley, CA 95066, and via Zoom Webinar remote access.

Agenda and Agenda Packet Materials:

The Parks and Recreation agenda packet is published at least 72 hours in advance of the regular meeting and is available for review at the Recreation Division office at 361 Kings Village Road, Scotts Valley, CA. The agenda packet is also available for viewing on the City's website at www.scottsvalley.gov.

Public Participation:

For those wishing to participate via Zoom you can join the following ways:

Zoom Webinar meeting link: <https://us02web.zoom.us/j/86905757283>

Or dial one of these numbers: (669) 900-9128 or (669) 444-9171

Webinar ID: 869 0575 7283

Whether attendance is in-person or remote, you will be given opportunities to provide public

comment at the appropriate times throughout the meeting. The time limit is up to 3 minutes for an individual, or 5 minutes for someone who is representing a group of three or more, at the discretion of the Chair. Please note that this is not a question-and-answer time, but simply a time to provide comments to the Commission. At the appropriate times during the meeting for public comment, on items not on the agenda, and on specific agenda items, the Chair will announce that public comment will be accepted.

How to comment via in-person attendance:

Please proceed to the public comment podium when the Chair opens the item for public comment.

How to comment via Zoom Webinar:

Use the webinar attendee option to “raise hand” when the Chair opens the item for public comment. The Clerk will unmute you when it is your turn. If you have joined via Zoom phone call, dial *9 or your phone to “raise your hand”, and the Clerk will unmute you when it is your turn.

Call to Order

Roll Call

Staff Updates

1. Staff Update - RDM Pfefferkorn

Public Comment Time

This portion of the agenda is reserved for discussion by the public of items which are NOT agendized. No action may be taken by the Commission except to refer the matter to staff and/or place it on a future agenda. It is in the best interest of the person speaking to the Commission to be concise and to the point. All speakers are requested to sign their name at the podium so their name may be accurately recorded in the minutes of the meeting. A time limit of three minutes per individual will be allowed. If speaking on behalf of a group, the speaking time limit will be 5 minutes.

Consent Agenda

(Any person wishing to speak on the consent agenda may do so by raising their hand as the item is called out by the chairperson.)

1. 08-15-24 Parks and Recreation Minutes

Additions/Deletions to Regular Agenda

(Any person wishing to speak on the consent or regular agenda may do so by raising their hand as the item is called out by the chairperson.)

Regular Agenda

(Any person wishing to speak on the regular agenda may do so by raising their hand as the item is called out by the chairperson.)

1. Skypark Big Kid Playground Replacement Project
2. Recreation Fee Schedule

Adjournment

ADA Notice

The City of Scotts Valley does not discriminate against persons with disabilities. The Commission meeting locations are accessible facilities. If you wish to attend a Commission meeting and require assistance such as sign language, a translator, or other special assistance or devices in order to attend and participate at the meeting, please call the Scotts Valley Recreation at (831) 438-3251 five to seven days in advance of the meeting to make arrangements for assistance. If you require the agenda of a Commission meeting be available in an alternative format consistent with a specific disability, please call Scotts Valley Recreation. The California State Relay Service (TDD to voice: 1-800-735-2929, voice to TDD: 1-800-735-2922), provides telecommunications devices for the Deaf and will provide a link between the TDD caller and users of telephone equipment.

Recreation Division Manager Allison Pfefferkorn Staff Updates Oct 17th, 2024

Past Events-

Movie in the Park

- The Disney movie Elemental was shown on a large screen at Siltanen Park in late Aug. Over a 100 people showed up with their blankets and chairs and enjoyed snacks for purchase while watching the movie.

Family Campout

- On 9/21, over 75 campers gathered at Siltanen Park for the Recreation Division's first annual Family Campout! Tents were pitched across the upper field, and the night was filled with fun activities for all ages. Pacific Flow Swim opened the pool for a special night swim, and a guided night hike was led by local naturalist Suzy Clark through the Glenwood Preserve, Families enjoyed singing silly songs by the "campfire," and toasting marshmallows for s'mores—many for the very first time!

Special Event season

- The special event that are hosted in our parks have come to a close. We instituted a new special event application in January as well as in house procedures for all event needs. These new procedures were instrumental in a smooth event season.

Upcoming Events-

City Run Events

- **Family Movie Night** -Siltanen Park Oct 18th- Showing the moving Hocus Pocus
- **Howl o ween**-Skypark -Oct 25th- In partnership with Food Truck Fridays- the Rec Division will be hosting a dog costume contest as well as pumpkin decorating with the SV Fire District.
- **Fall Festival Bake Off**- Community Center- Nov 9th- Bakers are encouraged to enter their fall treats for participants to taste and judge. A petting zoo, kids games, live music and vendors will make it a great fall event.
- **Park Clean up**- A park clean up day is being hosed the 3rd Wednesday of the month at a different park around Scotts Valley. Trash pick up, scrubbing of picnic tables and removing tape from gazebos and over all park clean up will happen.
- **Craft and Coco**- Our 2nd annual crafts and coco event will be held Dec 13th at the community center. This event was a huge hit last year. We are excited to have families attend again this year.

Update-

- The City applied for the Beverage Container Recycling Grant Program. The purpose of the beverage container recycling program is to reach and maintain an 80 percent recycling rate for all California Refund Value beverage containers – aluminum, glass,

plastic, and bi-metal. The funding will enhance sustainability and recycling efforts through the installation of well-marked beverage container recycling bins and water bottle fill stations in City-owned public spaces. The City requested a total of \$85,833.89 to install 32 ADA-compliant beverage container recycling bins and four ADA-compliant water bottle fill stations.

- Staff is working on completing an RFP for a new Recreation Management Software. The division has been using the current software for over 10 years. Since the restoration of the division, staff has identified many short comings of the current software. The current contract expires in 2026. Staff desires a new software that has a better mobile user interface, a more user-friendly staff facing interface, improved reporting and compatibility with our current financial reporting system.



MINUTES

Meeting of the Scotts Valley Parks and Recreation Commission

Date: August 15, 2024

Time: 6:00 PM

CONTACT INFORMATION	MEETING LOCATION	POSTING
Recreation Division 361 Kings Village Road Scotts Valley, CA 95066 (831) 438-3251	City Council Chambers 1 Civic Center Drive Scotts Valley, CA 95066 Or Zoom Video Conference https://us02web.zoom.us/j/86905757283	The agenda was posted on 08-09-24 at City Hall, SV Senior Center, SV Public Works Building, and on the Internet at www.scottsvally.gov .

Call to Order - 6:00 pm

The meeting was called to order at 6:02 PM.

Roll Call

APPOINTED OFFICIALS PRESENT: David Sanguinetti, Chair (Absent) Gillian McGlaze, Vice Chair Heidi Denger, Commissioner Kate Kelsey, Commissioner Rebecca Sorci-Murray, Commissioner	CITY STAFF MEMBERS PRESENT: Mali LaGoe, City Manager Allison Pfefferkorn, Recreation Division Manager Mathew Spencer-Cooke, Maintenance Division Manager Brian Youmans, Administrative Secretary
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Staff Updates

1. Staff Updates - Department & Division - RDM Pfefferkorn

RDM Pfefferkorn gave a summary of recently accomplished events and activities that Parks and Recreation offered, as well as announced upcoming events and activities, including that the upcoming Fall Activity Guide is available on the Recreation website.

Public Comment Time

None.

Consent Agenda

1. 06-20-24 Parks and Recreation Commission Minutes

M/S: Denger/Kelsey

To approve the 06-24-24 Parks and Recreation Commission Minutes. Carried 4/0/0 (AYES: McGlaze, Denger, Kelsey, Sorci-Murray)

Additions/Deletions to Regular Agenda

None.

Regular Agenda

1. Field Conditions - MDM Spencer-Cooke

MDM Spencer-Cooke gave a presentation on a field management plan for the Skypark and Siltanen fields. This presentation included information on recent setbacks, the status of the fields, and plans for irrigation, aeration, and fertilization.

Commissioners asked several questions which staff responded to.

2. Bike Study Visit to the Netherlands – RDM Pfefferkorn

RDM Pfefferkorn gave an informational presentation on a recent trip to the Netherlands to better understand their “human-centric” method for planning their cities. This focused on better control of vehicle traffic with pedestrians and cyclist paths.

Commissioners asked several questions which staff responded to.

3. Parks Master Plan Final Draft – RDM Pfefferkorn

RDM Pfefferkorn informed the commission of the latest progress of the Parks Master Plan, and that with the Commission’s approval it will be presented to the City Council for final approval at the next Council meeting.

Commissioners asked several questions which staff responded to.

M/S: Denger/Sorci-Murray

To recommend approval of the Parks Master Plan Final Draft to the City Council. Carried 4/0/0 (AYES: McGlaze, Denger, Kelsey, Sorci-Murray)

4. City of Scotts Valley Strategic Plan Update – CM LaGoe

City Manager LaGoe gave an informational presentation on the newly adopted Strategic plan while pointing out specific aspects of the plan that directly affected the Parks and Recreation Department.

Vice Chair McGlaze made a comment that she appreciates the Recreation aspect of the Strategic Plan and is grateful for the City staff.

Adjournment

The meeting adjourned at 7:00 PM.

City of Scotts Valley PARKS AND RECREATION COMMISSION STAFF REPORT

DATE: 10/17/2024
TO: Honorable Mayor and City Council
FROM: Allison Pfefferkorn, Recreation Division Manager
APPROVED: Mali LaGoe, City Manager
SUBJECT: Skypark Big Kid Playground Replacement Project

SUMMARY OF ISSUE

Thanks to Congresswoman Anna Eshoo, the City of Scotts Valley was awarded Community Project Funds through the Department of Housing and Urban Development (HUD) to replace the big kid's playground located at Skypark. The total funding awarded is \$750,000.

In efforts to design a playground that meets the needs of the Scotts Valley residents, the Recreation Division is seeking input from the community. To gather public input, the Recreation Division will be conducting various outreach efforts.

Online survey: Links and QR codes will be posted on the City and Recreations' website, in newsletters, QR codes on signs around town and on social media. An online survey will be open for 3 weeks. See attachment A to view the online survey.

In-person surveys-

- **Oct 25th-** A table will be set up at the last Food Truck Friday event. The survey will be for parents and children.
- **Oct 29th-** A table will be set up at Siltanen Park and Vine Hill School during the mid-week pick-up. The survey will be for parents and children.
- **Nov 9th-** A table will be set up at the Recreation Division Fall Festival at the Community Center. The survey will be for parents and children.

Flyers will be posted around town and on social media advertising the dates/times of the in-person survey as well as a QR code to complete the survey online.

Adhoc Subcommittee

The Parks and Recreation commission could consider forming an adhoc subcommittee consisting of 2 commissioners to work with staff on this project. The Skypark Big Kid Playground subcommittee, would be tasked with the following:

- Helping staff with outreach by attending in-person outreach events and posting fliers

around town at businesses

- Review outreach results and assist staff in drafting a summary of community input to be shared back with the Parks and Recreation Commission and included in the playground contract Request for Proposals (RFP).
- Review and score RFP responses, participate in interviews if needed and work with staff to develop a vendor recommendation to the Parks and Recreation Commission and ultimately the City Council.

The Subcommittee would be disbanded once these tasks are complete.

Project Proposed Timeline

Oct 21, 2024 Survey opens
Oct 25, 2024 Booth at Food Truck Friday- Skypark
Oct 29, 2024 Vine Hill amphitheater table – Siltanen Park
Nov 9, 2024 Booth at Fall Festival – Community Center
Nov 15, 2024 Survey closes
Dec 2024 RFP released
Jan 2025 RFP closes
Feb 2025 RFP response review and vendor selection
March 2025 Parks and Rec Commission Meeting to review vendor selection
April 2025 City Council meeting review and contract award
Summer 2025 Project construction

FISCAL IMPACT

There is no fiscal impact at this stage of the project.

STAFF RECOMMENDATION

Staff recommends the Commission create an adhoc subcommittee and assign two commissioners for the purpose of assisting staff in public outreach and vendor evaluation for the new Skypark Big Kid Playground

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1. 10.17.24 Skypark Playground Draft Survey

Attachment A- Online Survey

Skypark Big Kid Lot Playground Survey

B *I* U  

The City of Scotts Valley has recieved funding through the Department of Housing and Urban Development (HUD) to replace the current Skypark Big Kid lot aged 5-12 years old. But before our playground designers start planning , we want to hear from our community!

We're excited to gather feedback from you and your children on the types of playground equipment that would bring your family the most joy for the next 15+ years.

Once we have your feedback, we will work with playground designers to start planning several concept designs.

Email *

Valid email

This form is collecting emails. [Change settings](#)

Where do you live? *

- ☐ Scotts Valley
 - ☐ San Lorenzo Valley
 - ☐ Greater Santa Cruz
-

How often do you visit the Skypark playgrounds?

- ☐ Daily
- ☐ Weekly
- ☐ Several times a month
- ☐ Several times a year

What age group are your children?

- ☐ Younger 2-5 years old
- ☐ Older 6-12 years old
- ☐ A mix of both!

If a themed playground was chosen, which would you prefer? **Photos for concept ideas only- not actual*

- ☐ Tree house



- ☐ Aviation



- ☐ Farm



What type of play equipment do your children enjoy the most? Please rank from favorite to least. *

	1st	2nd	3rd	4th	5th	6th	7th	8th
Slides	☐	☐	☐	☐	☐	☐	☐	☐
Swings	☐	☐	☐	☐	☐	☐	☐	☐
Climbing...	☐	☐	☐	☐	☐	☐	☐	☐
Tunnels	☐	☐	☐	☐	☐	☐	☐	☐
Imaginati...	☐	☐	☐	☐	☐	☐	☐	☐
Bridges ...	☐	☐	☐	☐	☐	☐	☐	☐
Freestan...	☐	☐	☐	☐	☐	☐	☐	☐
Hanging ...	☐	☐	☐	☐	☐	☐	☐	☐

What type of surfacing would your family prefer for the new playground?

☐ Engineered Wood Fiber (Chips)



☐ Poured in Place (Rubber)



☐ Turf



What type of climber structure would your kids like to play on- *Choose 2*

☐ A mix of ropes, rocks and balance climbers



☐ Ladders, ramps and climbing walls



☐ Nets



☐ Natural elements



☐ Non traditions traverses and climbing poles



Which color combination would your family prefer for the new playground?

☐ Natural Colors- earth tones



☐ Calm Colors- muted pastels



☐ Bright Colors- bold and bright



☐ Matching the Tot Lot



Youth Survey- In person



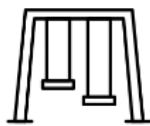
Skypark Big Kid Lot Playground Survey

How old are you? _____

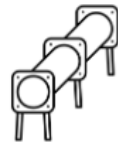
Circle 3 favorite things to play on at the playground?



Slides



Swings



Tunnels



Monkey
Bars



Climbing



Bridges



Seesaws

I would like to climb on: *circle one below*

Bars



Nets



Rocks



Skypark Playground SURVEY

Let us know your thoughts!
Take the survey online or in person

scan
ME!



October
25

Food Truck Friday-Skypark
5:00 pm

October
29

Vine Hill School Ampitheater
2:30pm

November
9

Fall Festival-Community Center
12:00pm- 4:00pm



City of Scotts Valley PARKS AND RECREATION COMMISSION STAFF REPORT

DATE: 10/17/2024
TO: Honorable Mayor and City Council
FROM: Allison Pfefferkorn, Recreation Division Manager
APPROVED: Mali LaGoe, City Manager
SUBJECT: **Recreation Fee Schedule**

SUMMARY OF ISSUE

Summary:

In 2022, the City engaged a consultant, NBS, to conduct an independent user fee study analysis of the City's cost-based user fees and charges for planning, building, public works, recreation, police and administrative services. This study reviewed the current service delivery methods, staffing and costs to determine the appropriate fee structures and costs of services provided for each service.

The City's new fee schedule was approved by City Council in June 2024 and implemented in September 2024, but some Recreation fees were not included in this update and instead are proposed to be updated starting with the new 2025 Calendar year. Subsequently, the 2023/2024 Recreation Facility Rental Fee Schedule has remained in place. Over the last 6 years, Recreation Division rental fees have not increased. The current recreation fees were established in 2018.

Recreation Financial Sustainability Strategic Goal

In March 2024, the City Council established strategic goals for FY24/25 including a goal for to "develop a strategy to maximize recreation program cost recovery while continuing to build out the complement of recreation programs offered to support the diverse interests of our community". This past spring, staff had the opportunity to learn more about implementing a cost recovery program. In March 2024, Finance Manager Reed and Recreation Manager Pfefferkorn attended a Financial Sustainability Certification Program offered by the National Parks and Recreation Society, along with over a dozen other cities from the Bay Area.

The program was presented by 110%, a consulting company based out of Colorado. It was developed by a former P&R Director for a large city and brought a wealth of information that guided attendees to look at their city's recreation department's financial framework in new ways. RDM Pfefferkorn and FM Reed have spent the last few months evaluating the recreation fees and have begun the process of developing a financial stability plan for the Recreation Division.

Achieving financial stability in the recreation division will be an ongoing process of re-evaluating budgetary allocations and adjusting user fees accordingly. Typically, recreation fees are set at a lower cost of recovery to encourage and make affordable use for the community. The certification program set forth a process to identify areas within the Recreation Division where user fees for different offerings could subsidize the cost for others, making some services at high- to full-subsidy and others a low- to zero-subsidy. This is done through identifying service categories. The service categories are ranked based upon their alignment with the “common good” versus those services which are “individualized”. By ranking all service categories in this manner, the division can better allocate subsidies, focusing on investment in “common good” services while considering responsible subsidies for “individualized” services. Staff are working to apply this learning to the programs and services offered in Scotts Valley as they continue to develop a fiscal sustainability plan.

Staff are working through the following steps in this process:

- **Step 1:** Conduct a thorough Cost of Service Analysis (COAS) of all services offered by the recreation division, including all associated costs
- **Step 2:** Review and adjust accounting categories
- **Step 3:** Set service categories along the beneficiary of service spectrum
- **Step 4:** Begin to implement cost recovery goals and review annually
- **Step 5:** Annually review and report back on future recommendations

Step1- Staff have completed Step 1 and have set a baseline for cost of services for the 2025 user fees. This was done by calculating budgetary expenses and conducting a market analysis.

Step 2- Finance and Recreation are adjusting accounting categories in the City's financial system, OpenGov, as well as Recreation's software system, Activenets to appropriately track revenues and expenditures.

Step 3- The "Benefits of Service Spectrum" identifies the service categories in the following order; the first serves the most common good and the last serves specific groups or individuals:

- Open access- 100% subsidy
- City Hosted Community Events- 85% subsidy
- Beginner Classes- 50% subsidy
- Intermediate Classes- 25% subsidy
- Rentals- 0% subsidy
- Special Events- 0% subsidy
- Resale- 0% Subsidy

Steps 4- Staff have set proposed fees for all recreation facility rentals, which would take effect in January 2025. The proposed fees are shown in attachment A.

FISCAL IMPACT

Currently, the City's General Fund subsidizes the Recreation Division budget by \$750,000 per year. The proposed increase in fees is a step toward greater fiscal sustainability in the Recreation Division. Data collection over the next few years will be critical to assess the impact of this approach to setting fees and as the Recreation division increases activities, revenue and expenses will continue to be monitored to identify further adjustments to the City's Recreation Fee Schedule.

STAFF RECOMMENDATION

Staff recommends the commission receive information on the steps staff are taking towards operating the recreation division in a financially stable way and to review the proposed fee schedule.

Recommended Motion: To recommend the 2025 Proposed Recreation Fee Schedule be brought to City Council for approval.

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1. Fee comp past.current (1)

CITY OF SCOTTS VALLEY

Master Fee Schedule

Effective 1/1/2025

Fee Name	Fee Type / Unit	Notes	Recommended Rate	23/24 Rate
Parks and Recreation Fees				
Administrative Fees:				
Administrative Fee: <i>applies per rental or reservation for any facility, and per instructor class/program contract.</i>				
Gazebo / Garden Plot / Class	per reservation		\$ 9	\$ 9
Facility Rental	per reservation		\$ 33	new
Reservation Change Processing Fee	per request		\$ 20	new
Cleaning Fee	per rental	[1]	Actual Cost per Cleaning Contract	\$125/\$250
Damage Deposit	deposit	[2]	\$ 500	\$ 500
FACILITY RENTALS:				
Community Center	3 hour minimum			
Weekday- Hourly (3hr min.)	per hour	[2] [3]	\$ 165	\$ 124
Weekday- Daily	daily	[2] [3]	\$ 1,320	\$ 1,237
Weekend- Hourly (3hr min.)	per hour	[2] [3]	\$ 215	\$ 124
Weekend- Daily	daily	[2] [3]	\$ 1,720	\$ 1,237
Kitchen Rental	daily	[2] [3]	\$ 45	new
Patio/Backyard	daily	[2] [3]	\$ 45	new
Senior Center	3 hour minimum			
Weekday- Hourly (3hr min.)	per hour	[2] [3]	\$ 115	\$ 84
Weekday- Daily	daily	[2] [3]	\$ 920	\$ 835
Weekend- Hourly (3hr min.)	per hour	[2] [3]	\$ 145	\$ 84
Weekend- Daily	daily	[2] [3]	\$ 1,160	\$ 835
Kitchen Rental	daily	[2] [3]	\$ 45	new
Patio/Backyard	daily	[2] [3]	\$ 45	new
OUTDOOR PARKS - Sitanen, Skypark, Hocus Pocus, McDorsa, Skypark Outdoor Classroom:	Events with less than 50 attendees			
Hocus Pocus & Skypark Playground Gazebo	2 hour minimum			
Weekday- Hourly	per hour	[2] [3]	\$ 35	\$ 37
Weekend- Hourly	per hour	[2] [3]	\$ 40	\$ 37
Siltanen, Skypark Large Gazebo, MacDorsa Gazebo	2 hour minimum			
Weekday- Hourly	per hour	[2] [3]	\$ 45	\$ 37
Weekend- Hourly	per hour	[2] [3]	\$ 50	\$ 37
FIELDS / COURTS/ GARDEN:				
Skypark				
Single Field	per field, per hour	[2] [3]	\$ 30	\$ 14
Siltanen				
Single Fields #1 - 4	per field, per hour	[2] [3]	\$ 30	\$ 14
Majors Field	per field, per hour	[2] [3]	\$ 30	\$ 14
Athletic Field Lights	per day	[2]	\$ 22	\$ 22
Snack Shack Concessions Room	per day	[2]	\$ 33	new

CITY OF SCOTTS VALLEY

Master Fee Schedule

Effective 1/1/2025

Fee Name	Fee Type / Unit	Notes	Recommended Rate	23/24 Rate
Parks and Recreation Fees				
Outdoor Court Rental				
Bocce Ball Court	per hour	[2]	\$ 8	new
Tennis Court	per hour	[2]	\$ 12	new
Pickleball Court	per hour	[2]	\$ 7	new
Basketball Court	per hour	[2]	\$ 12	new
Skatepark Rental	per hour	[2]	\$ 33	new
Garden Plot Rental Fee	per sqft	[2]	\$ 1	\$ 1
OTHER RENTALS / USE:				
Permitted Use of NON SPECIFIED Outdoor spaces/parks for classes. Teaching in outdoor spaces.	per year permit	[2]	\$ 50	new
Per class/use	per class/use	[2]	\$ 18	new
Permitted Use of Inflatables in Outdoor Spaces	per permit	[2]	\$ 18	new
Sports leagues and clubs, or other long term use	per agreement	[5]	Established through separate agreement	new
Entertainment Permit / Special Events In City Parks:				
Events of 50+ attendees or with sound or entertainment	50+ attendees	[5]		
Application Review	per application	[2]	\$ 275	\$ 235
Special Permits for Sound, Inflatables, etc.	per permit	[4]	Based on permits required.	
Senior Center Annual Membership Fee				
Annual Membership	per year	[2]	\$ 35	\$ 20
Activities- Non member	per activity	[2]	\$ 4	\$ 5
Activities- Member	per activity	[2]	\$ 3	\$ 3
Classes- Non member	per class	[2]	\$ 7	\$ 7
Classes- Member	per class	[2]	\$ 5	\$ 5
Ad Placement in Activity Guide				
Senior Center Small Ad	per year	[2]	\$ 75	new
Senior Center Medium Ad	per year	[2]	\$ 150	new
Senior Center Large Ad	per year	[2]	\$ 500	new
City Activity Guide	per guide	[2]	\$ 75	new

CITY OF SCOTTS VALLEY

Master Fee Schedule

Effective 1/1/2025

Fee Name	Fee Type / Unit	Notes	Recommended Rate	23/24 Rate
Parks and Recreation Fees				
Recreation Classes and Programs:		[5]	Set based on individual class and program needs.	
Fees for recreational classes and programs offered by the City shall be set at the discretion of the Parks and Recreation Department Director, these can be based on a combination of facility rentals and application fees or done with a separate profit share agreement.				new
Hourly rate for City Staff services	per hour	[6]	Actual cost	new

Cleaning Fees are charged separately at actual cost, in addition to staff time;
Set by City Policy;
Discounts: 1) Residents may receive a 15% discount, where applicable. Proof of Scotts Valley residency is required. 2) Non-profits may receive a 25% discount, where applicable. Proof of non-profit status in a form accepted by City Staff required. 3) Cannot combine multiple discounts. 4) Discounts do not apply to instructor led or pay to participate programs;
Additional fees may apply for special permits for sound, inflatables etc.;
Recreation Division Manager may set fees via a separate agreement, approved by the City Manager, for special events, sports leagues/clubs, or other programming that require longer term use and/or considerable staff resources or planning. Fees shall follow a similar structure based on the facilities, resources, and permits being utilized, but allow for pricing based on continuous use, other benefits of service to the community, or other factors based on the program.
For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.