

BOARD of SUPERVISORS



City Hall
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco, CA 94102-4689
Tel. No. (415) 554-5184
Fax No. (415) 554-5163
TDD/TTY No. (415) 554-5227

MEMORANDUM

Date: June 3, 2025
To: Planning Department / Commission
From: Brent Jalipa, Clerk of the Budget and Appropriations Committee
Subject: Board of Supervisors Legislation Referral - File No. 250605
Park Code - Recreation Program Fees

- ☒ California Environmental Quality Act (CEQA) Determination
(*California Public Resources Code, Sections 21000 et seq.*)
 - ☒ Ordinance / Resolution
 - ☐ Ballot Measure
- ☐ Amendment to the Planning Code, including the following Findings:
(*Planning Code, Section 302(b): 90 days for Planning Commission review*)
 - ☐ General Plan ☐ Planning Code, Section 101.1 ☐ Planning Code, Section 302
- ☐ Amendment to the Administrative Code, involving Land Use/Planning
(*Board Rule 3.23: 30 days for possible Planning Department review*)
- ☐ General Plan Referral for Non-Planning Code Amendments
(*Charter, Section 4.105, and Administrative Code, Section 2A.53*)
(Required for legislation concerning the acquisition, vacation, sale, or change in use of City property; subdivision of land; construction, improvement, extension, widening, narrowing, removal, or relocation of public ways, transportation routes, ground, open space, buildings, or structures; plans for public housing and publicly-assisted private housing; redevelopment plans; development agreements; the annual capital expenditure plan and six-year capital improvement program; and any capital improvement project or long-term financing proposal such as general obligation or revenue bonds.)
- ☐ Historic Preservation Commission
 - ☐ Landmark (*Planning Code, Section 1004.3*)
 - ☐ Cultural Districts (*Charter, Section 4.135 & Board Rule 3.23*)
 - ☐ Mills Act Contract (*Government Code, Section 50280*)
 - ☐ Designation for Significant/Contributory Buildings (*Planning Code, Article 11*)

Please send the Planning Department/Commission recommendation/determination to Brent Jalipa at Brent.Jalipa@sfgov.org.

[Park Code - Recreation Program Fees]

Ordinance amending the Park Code to allow the Recreation and Park Department to set fees for recreation programs based on the Department's operating costs for those programs and various other factors, including whether the program is designated for youth, seniors, or persons with disabilities, subject to approval of the Recreation and Park Commission; directing the Commission to update its scholarship policy to provide for further discounts for recreation programs based on financial need; making certain clarifying changes; and affirming the Planning Department's determination under the California Environmental Quality Act.

NOTE: **Unchanged Code text and uncodified text** are in plain Arial font.
Additions to Codes are in *single-underline italics Times New Roman font*.
Deletions to Codes are in ~~*strikethrough italics Times New Roman font*~~.
Board amendment additions are in double-underlined Arial font.
Board amendment deletions are in ~~strikethrough Arial font~~.
Asterisks (* * * *) indicate the omission of unchanged Code subsections or parts of tables.

Be it ordained by the People of the City and County of San Francisco:

Section 1. Environmental Findings.

The Planning Department has determined that the actions contemplated in this ordinance comply with the California Environmental Quality Act (California Public Resources Code Sections 21000 et seq.). Said determination is on file with the Clerk of the Board of Supervisors in File No. ____ and is incorporated herein by reference. The Board affirms this determination.

Section 2. Article 12 of the Park Code is hereby amended by revising Section 12.01, revising and consolidating Sections 12.02 and 12.03 as Section 12.02; deleting Sections 12.15, 12.27, 12.29, 12.30, 12.39, and 12.48; and revising Sections 12.40, 12.44, and 12.45, to read as follows:

**SEC. 12.01. CAMP MATHER - OVERNIGHT GUESTS ~~CABIN AND TENT SITE~~
~~USAGE FEES.~~**

(a) Fees for cabins and tent sites at Camp Mather, and meal fees for overnight guests, shall be set under Section 12.44. The following use fees, which reflect a discount from the standard fee for nonresidential usage, shall be charged to San Francisco residents for use of cabin and tent sites at Camp Mather. The following fees do not include State occupancy tax.

<i>Cabin Size</i>	<i>Weekly Rate</i>	<i>Nightly Rate</i>
<i>2 person</i>	<i>\$379</i>	<i>\$69</i>
<i>3 person</i>	<i>\$514</i>	<i>\$91</i>
<i>4 person</i>	<i>\$635</i>	<i>\$114</i>
<i>5 person</i>	<i>\$741</i>	<i>\$136</i>
<i>6 person</i>	<i>\$832</i>	<i>\$166</i>

<i>Tent Size</i>	<i>Weekly Rate</i>	<i>Nightly Rate</i>
<i>4 person</i>	<i>\$150</i>	<i>\$30</i>
<i>6 person</i>	<i>\$196</i>	<i>\$40</i>

~~(b) The following use fees shall be charged to non San Francisco residents for use of cabin and tent sites at Camp Mather. The following use fees do not include State occupancy tax.~~

<i>Cabin Size</i>	<i>Weekly Rate</i>	<i>Nightly Rate</i>
<i>2 person</i>	<i>\$454</i>	<i>\$76</i>

3 person	\$629	\$106
4 person	\$756	\$129
5 person	\$885	\$151
6 person	\$1,014	\$175

~~—~~

<i>Tent Size</i>	<i>Weekly Rate</i>	<i>Nightly Rate</i>
4 person	\$197	\$39
6 person	\$264	\$50

~~(c) Senior (age 55+) Camp includes cabin accommodations and meals for four days/nights, and round trip transportation from San Francisco.~~

~~— San Francisco Residents (per person) — \$230~~

~~— Non-residents (per person) — \$258~~

~~(b)(d)~~ **Cancellation and Processing Fees.**

~~(1) A \$100 deposit shall be required to hold a reservation for each tent site or cabin reserved, to be credited against the total reservation fee owed under subsection (a). The remaining balance of the reservation fee shall be due 30 days before the start of the reservation. Deposits are not refundable, except that the Department shall refund 50% of the deposit if a reservation is cancelled at least 30 days before the reservation start date. For reservations cancelled less than 30 days before the reservation start date and after final payment has been made, the Department shall refund 50% of the reservation fee. Cancellation at least 30 days prior to the arrival date at camp: Deposit is refundable minus a \$50.00 processing fee.~~

~~— (2) Cancellation 30 days prior to the arrival date at camp: No refund of deposit.~~

~~— (3) Cancellation after final payment: 50 percent of the fees are refundable, no refund of deposit.~~

~~(2)(4)~~ A ~~5% five percent~~ late payment penalty on the total amount due shall be charged to all guests who pay camp and tent site use or meal fees after the final payment due date.

~~(3)(5)~~ Each change of a reservation: ———\$15.00.

~~(4)(6)~~ Each unauthorized overnight stay at camp: —\$75.00.

~~(5)(7)~~ Late check-out: ———\$75.00.

~~(c)(e)~~ Veterans shall receive a 50% discount on ~~the~~ cabin and tent site fees set underlisted in subsections (a) ~~and (b)~~.

SEC. 12.02. CAMP MATHER _DAY USE ~~FEES~~.

(a) The following use fees shall be charged to all individuals for day use of Camp Mather.

Age Category	Rate
Adult (Age 13 years plus)	\$12
Youth (Ages 2 to 12 years)	\$6
Infant (Under age 2)	\$0

~~—(b)~~ Veterans shall receive a 50% discount on the Adult use fees listed in this subsection (a).

~~SEC. 12.03. CAMP MATHER MEAL FEES.~~

~~(a) The following meal fees shall be charged to all overnight guests of Camp Mather. The following fees do not include meals tax.~~

Age Category	Weekly Rate	Daily Rate
Adult (Age 13 years plus)	\$190	\$30

Youth (Ages 2 to 12 years)	\$110	\$16
Infant (Under age 2)	\$0	\$0

~~(b) A five percent late payment penalty on the total amount due shall be charged to all guests who pay meal fees after the final payment due date.~~

~~(c) An administrative processing fee of \$15.00 shall be charged each time a change is made to the number of meals purchased after the reservation is final.~~

~~(b)(d)~~ The following meal fees shall be charged to all ~~transient non-overnight~~ guests of Camp Mather. The following fees do not include meals tax.

Age Category	Breakfast	Lunch	Dinner
Adult (Age 13 plus)	\$12	\$12	\$16
Youth (Ages 2 to 12 years)	\$7	\$7	\$11
Infant (Under age 2)	\$0	\$0	\$0

~~SEC. 12.15. DAY CAMP FEES.~~

~~The following fees shall be charged for Recreation and Park Department day camps, per week. Half day camps are half of the amount shown.~~

~~———— (a) **Program.**~~

	S.F. Residents	Non-S.F. Residents
Standard Camps	\$115.00	\$168.00
Specialty Camps	\$230.00	\$336.00
Camps	\$192.00	

1 ~~Harvey Milk Center~~ \$176.00

2 ~~(b) Randall Museum Camps.~~

3
4 -
5 ~~Day Camps~~ \$195.00

6 ~~Mather Youth Camp~~ \$300.00 \$345.00
7 ~~(5 days, 4 nights)~~

8
9 ~~(c) Priority will be given to San Francisco residents.~~

10 ~~(d) The Recreation and Park Commission shall adopt policies and procedures to offer a 50%~~
11 ~~reduction in fees for low income San Francisco residents, and to determine a discount for families with~~
12 ~~two or more children attending Recreation and Park Department Day Camps.~~

13 **~~SEC. 12.27. SHARON ARTS STUDIO.~~**

14 ~~The fees for adult classes at the Sharon Arts Studio shall be as follows:~~

15 ~~(a) Ceramics \$149.00~~

16 ~~(b) Glass \$108.00~~

17 ~~(c) Jewelry general \$108.00~~

18 ~~(d) Jewelry enamel \$84.00~~

19 ~~(e) Drawing general \$78.00~~

20 ~~(f) Mosaics \$60.00~~

21 ~~(g) Life drawing \$48.00~~

22
23 **~~SEC. 12.29. PHOTOGRAPHY CENTER.~~**

~~—(a) The following fees shall be charged for use of the Photography Center for fiscal year 2003-2004:~~

Adult Annual Membership	\$250.00/year, unlimited use
Youth Annual Membership	\$125.00/year, unlimited use
Adult	\$50.00/six months plus \$5.00/visit
Youth	\$25.00/six months plus \$5.00/visit
Senior	\$25.00/six months plus \$5.00/visit

~~SEC. 12.30. LATCH KEY AND AFTERSCHOOL PROGRAMS.~~

~~—The following fees shall be charged for Latch Key and Afterschool programs:~~

~~(Monday-Friday) ————— \$3.60 per day~~

~~SEC. 12.39. TINY TOT/CHILD DEVELOPMENT PROGRAM FEES.~~

~~—The following fees shall be charged for the Department's tiny Tot/Child Development Program:~~

~~—(a) Traditional Tiny Tots — \$30.00 for 10 visits~~

~~—(b) Play Groups — \$3.00 for drop in or \$20.00 for 10 visits~~

~~—(c) Kids' Gym — \$4.00 for drop in or \$30.00 for 10 visits~~

~~—(d) Arts and Crafts — \$4.00 for drop in or \$30.00 for 10 visits~~

~~—(e) Special Programs — \$3.00 for drop in or \$20.00 for 10 visits~~

SEC. 12.40. AQUATIC FEES.

The following fees shall be charged for use of aquatic facilities and other aquatic related activities.

* * * *

~~(b) Lessons.~~

—(1) Pre-school/tiny tots (with parent) (10 sessions)	\$53.00
—(2) Learning to swim	
Youth (6 yrs & 48" tall) Summer Program (10 classes/30 minutes)	\$25.00
Youth (6 yrs & 48" tall) (10 classes/40 minutes)	\$42.00
Adult (10 classes/45 minutes)	\$67.00
—(3) Water Exercise (all ages, one class)	\$7.00
—(4) Semi-private (3 students per instructor) (5 classes/30 minutes)	\$105.00 per person
—(5) Private lessons (5 classes/30 minutes)	\$160.00
—(6) Pre-competitive Swim Teams (10 classes/60 minutes)	\$50.00

~~(c) Classes (fees do not include cost of materials or certification costs).~~

—(1) CPR	\$63.00
—(2) First Aid	\$53.00
—(3) Lifeguard Training	\$105.00
—(4) Lifeguard Training—Challenge	\$50.00
—(5) Title 22	\$105.00
—(6) Pet First Aid	\$37.00
—(7) Water Safety Instructor	\$105.00
—(8) Stroke Clinic	\$125.00

~~(b)(d) Swim Team Pool Rental*** per hour.~~

* * * *

~~(c)(e) Pool Rental*** (minimum 2 hours).~~

* * * *

~~(f) Birthday Package (includes 1 hour pool program, 1.5 hours community room).~~

MLK Pool	1-20	\$315.00 Residents, \$415 Non Residents
Sava Pool	people	
Hamilton Pool	1-20	\$400 Resident, \$550 Non Resident
	people	
	-	\$17.00 each additional participant
		(maximum 10)
Hamilton Pool with Recreation Director	-	\$550 Resident, \$650 Non Residents
Activities		
		\$22.00 each additional participant
		(maximum 10)

SEC. 12.44. RECREATION PROGRAM FEES.

(a) **Authorization to Impose Fees.** The Department may set fees under this Section 12.44 for Recreation Programs it may offer to the public, unless otherwise specified in this Article 12, subject to the prior approval of the Recreation and Park Commission. The Department shall publish all approved fees on its website.

(b) **Fees Based on Cost Recovery.** The fee for each Recreation Program shall not exceed the estimated Operating Costs of that Program in the coming fiscal year, divided by the total number of slots that the Department will offer in the coming year for that Program; provided, however, that (1) the Department shall seek to recover not more than 75% of the estimated Operating Costs of Programs designated for youth or seniors or persons with disabilities, with the exception of Camp Mather, for which the fee may be based on 100% of the estimated Operating Costs; and (2) the Department shall give the highest priority to recovering not more than 50% of the costs of Programs where the Commission has found that a further reduction in the fee is necessary to provide benefits to the community at large.

(c) **Scholarship Policy.** The Commission shall review and update its March 2007 Scholarship Policy to provide discounts for Recreation Programs to qualifying San Francisco residents who are

any of the following: (1) members of a household with income equal to or less than 250% of the federal poverty level as determined by the United States Department Health and Human Services' Federal Poverty Guidelines, (2) youth in foster care, or (3) unhoused residents. This subsection (c) does not affect Camp Mather Low Income Fee Reductions as set forth in Park Code Section 12.04.

(d) Definitions.

"Recreation Program" means any class, activity, lesson, program, or similar service that the Department offers to the public.

"Operating Costs" shall consist of the cost to the Department to offer a Recreation Program, including staff time, expenses, and administrative costs, but shall not include costs related to any associated capital projects or deferred maintenance projects.

~~(a) The following hourly fees will be charged for recreation programs:~~

Level	One	Two	Three	Four
Step 1	\$0.25	\$1.50	\$4.00	\$12.00
Step 2	\$0.50	\$1.75	\$5.00	\$16.00
Step 3	\$0.75	\$2.00	\$6.00	\$20.00
Step 4	\$1.00	\$2.25	\$7.00	\$24.00
Step 5	\$1.25	\$3.00	\$8.00	\$28.00

~~(b) In addition to the hourly fees set forth in subsection (a), there shall also be a \$5 charge for each recreation program, to help cover the cost of said programs.~~

SEC. 12.45. RESERVATION ADMINISTRATIVE FEES.

The following administrative fees are applicable to all reservations for Recreation and Park Department programs, activities and facilities, unless otherwise specified:

(a) A refund processing fee of \$10.00 or 20% percent of the fee, whichever is greater, will be charged when a person requests a refund of program fees.

(b) A program withdrawal fee of \$10.00 or 20% percent of the fee, whichever is greater, will be charged when a person withdraws from a program or activity.

(c) ~~There will be~~ Aa cancellation fee of \$20.00 or 20% percent of the rental fee, whichever is greater, for the cancellation of facility rental reservations.

(d) ~~There will be~~ Aa non-refundable application fee of \$50.00 for special event permits.

(e) ~~There will be~~ Aa \$25.00 fee when a reservation for use of an athletic field is rescheduled or canceled.

~~SEC. 12.48. ATHLETIC LEAGUES.~~

~~(a) Definitions.~~

~~—(1) Public Benefit Program—the activity is offered to low income communities and only nominal fees are charged to ensure commitment to participation.~~

~~—(2) Revenue Program.—Fees are charged in order to offset the direct costs of the program.~~

~~—(3) For Profit Program—Fees are charged in order to cover the direct and indirect costs of the program.~~

~~(b) The following fees shall be charged for participation in athletic leagues. The Recreation and Park Department is authorized to set specific fees within each range based on the type of sport, hours of participation, duration of season, and other Department cost factors.~~

~~Type of League—Youth (17 yrs and under)—Adults~~

~~Public Benefit—\$10—25.00 per player—\$30—50.00 per player~~

~~Revenue Program—\$25—50.00 per player—\$50—70.00 per player~~

~~For Profit Program—\$55—85.00 per player—\$85—100.00 per player~~

1 ~~(c) The following fees shall be charged per team per season for participation in Department~~
2 ~~leagues:~~

3 ~~Activity Youth (17 yrs and under) Adults~~

4 ~~Futsal \$250.00 \$450.00~~

5 ~~Seven-A-Side Soccer \$250.00 \$450.00~~

6 ~~Women's Volleyball \$310.00~~

7 ~~Women's Basketball \$500.00~~

8
9 Section 3. Effective Date. This ordinance shall become effective 30 days after
10 enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the
11 ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board
12 of Supervisors overrides the Mayor's veto of the ordinance.

13
14 Section 4. Scope of Ordinance.

15 (a) In enacting this ordinance, the Board of Supervisors intends to amend only
16 those words, phrases, paragraphs, subsections, sections, articles, numbers, punctuation
17 marks, charts, diagrams, or any other constituent parts of the Municipal Code that are
18 explicitly shown in this ordinance as additions, deletions, Board amendment additions, and
19 Board amendment deletions in accordance with the "Note" that appears under the official title
20 of the ordinance.

21 (b) The various codified fees presented as existing Code text in Section 2 of this
22 ordinance do not necessarily reflect the fees that are currently applicable. Pursuant to Park
23 Code Section 12.20, the Controller adjusts those fees on an annual basis to reflect changes in
24 the Consumer Price Index. This ordinance is not intended to invalidate any adjustments under
25 Section 12.20 that the Controller has previously approved.

1 (c) The current fees (including any Controller adjustments to those fees) 20 shall
2 continue to apply, until a cost recovery fee is set with approval of the Recreation and Park
3 Commission under the proposed Section 12.44. Further, the deletion of sections of the Park
4 Code referencing specific program fees in Section 2 of this ordinance does not mean that the
5 Department is prohibited from charging a fee for those programs. The intent of this ordinance
6 is to allow the Department to set fees for those programs under the proposed Section 12.44
7 instead.

8
9 Section 5. Severability.

10 If any section, subsection, sentence, clause, phrase, or word of this ordinance, or any
11 application thereof to any person or circumstance, is held to be invalid or unconstitutional by a
12 decision of a court of competent jurisdiction, such decision shall not affect the validity of the
13 remaining portions or applications of the ordinance. The Board of Supervisors hereby
14 declares that it would have passed this ordinance and each and every section, subsection,
15 sentence, clause, phrase, and word not declared invalid or unconstitutional without regard to
16 whether any other portion of this ordinance or application thereof would be subsequently
17 declared invalid or unconstitutional.

18
19 APPROVED AS TO FORM:
20 DAVID CHIU, City Attorney

21 By: /s/
22 MANU PRADHAN
Deputy City Attorney

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25

LEGISLATIVE DIGEST

[Park Code - Recreation Program Fees]

Ordinance amending the Park Code to allow the Recreation and Park Department to set fees for recreation programs based on the Department's operating costs for those programs and various other factors, including whether the program is designated for youth, seniors, or persons with disabilities, subject to approval of the Recreation and Park Commission; directing the Commission to update its scholarship policy to provide for further discounts for recreation programs based on financial need; making certain clarifying changes; and affirming the Planning Department's determination under the California Environmental Quality Act.

Existing Law

The Park Code sets fees for various recreation programs offered by the Recreation and Park Department.

Amendments to Current Law

The proposed ordinance would allow the Recreation and Park Department to set recreation program fees based on the estimated operating costs of those programs. The Department generally could set fees intended to cover the programs' full operating costs, but for programs designated for youth or seniors or persons with disabilities could set fees that recovered only 75% of the operating costs. In addition, the ordinance urges the Department to set fees for programs that benefit the community at large based on only 50% of the operating costs. All fees would require approval from the Recreation and Park Commission and once approved would be published on the Department's website.

The ordinance also directs the Recreation and Park Commission to update its scholarship policy to provide for further discounts for recreation programs based on financial need.

Background Information

The current recreation program fees would continue to apply pending the Department setting new fees based on cost recovery under the proposed ordinance.

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