

COUNTY OF RIVERSIDE, CALIFORNIA
BOARD OF SUPERVISORS POLICY

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Policy:

1. Fees and Charges

- a. The Park District shall collect public use fees and charges for the park operations.
- b. Fees and charges for park users shall not exceed the amount reasonably necessary to recover the cost of providing the facility, product or service. In developing fees and charges the General Manager shall review the amounts charged by other public and private agencies in southern California for the same facilities, products or services. Recommendations on fees and charges may vary depending upon local market conditions.
- c. The rates to be charged for services shall be established by resolution of the Board of Directors. These rates shall be reviewed annually by the District Advisory Commission and changes recommended to the Board of Directors.
- d. Special use fees shall be charged at parks providing unique services to special groups such as off-road vehicles, youth resident camping, equestrian parks, etc.
- e. No day-use fees shall be charged to school classes using park facilities for educational purposes.
- f. In order to promote parks and also to have the flexibility to take advantage of entrepreneurial opportunities which from time to time present themselves, the General Manager is allowed to reduce fees up to a maximum of 15 percent.
- g. The General Manager, in conjunction with the District Advisory Commission, is encouraged to develop out-of-County surcharges/resident discounts, annual fees and passes, and other similar incentives for park users and recommend them to the Board of Directors.
- h. Revenues realized from fees and charges to users, concessionaires, and non-recreational leases, such as agriculture and grazing operations shall be used to help defray the operation and maintenance costs of the park system.
- i. Requests for the waiver of the payment of fees must be approved to the Board of Directors.

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2. Revenue Sources for Acquisition and Development

The following policies relate to the financing of the acquisition and development program as specified in the Five-Year Capital Improvement Plan:

- a. State grants, federal grants, mitigation fees and developer agreement fees shall be sought for the funding of all qualified items in the Five-Year Capital Improvement Plan that are eligible for grant assistance.
- b. Donation or partial donation of parkland shall be sought as an alternative to acquisition of items listed in the Five-Year Capital Improvement Plan.

3. Concession Agreements

- a. The Park District shall negotiate concession agreements for specific parks when such agreements provide services which are included in the parks plan of operation; but which are not practical or economically feasible for the Park District to provide. These services might include such enterprises as small stores, restaurants, motels, commercial marinas, in some cases camping, equestrian stables, etc. The competitive bidding process shall be utilized in the selection of concessionaires. Criteria to be used for the selection of concessionaires shall include, but not necessarily be limited to, the following:
 1. Financial stability.
 2. General business experience.
 3. Specific background in the field which is the subject of the concession agreement. (Items not necessarily listed in order of importance.)
 4. The revenue potential to be realized by the District as a result of the concession agreement.
- b. The length of the lease for a given concessionaire shall be related to the period of time necessary for a given concessionaire to amortize his investment under the terms of the concession agreement and receive a reasonable profit for his enterprise.
- c. Concession agreements shall be negotiated by the Park District and presented to the Board of Directors for approval.

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Reference:

Minute Order dated 02/18/75

Minute Order 9.1 of 05/23/95

Minute Order 3.4 of 12/18/07