

TO: James L. App, City Manager  
FROM: Ann Robb, Director, Library and Recreation Services  
SUBJECT: Tennis Court Use  
DATE: August 7, 2007

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Needs: For the City Council to consider adoption of tennis court use policy and reservation fees.

Facts:

1. The city owns and operates four tennis courts at Centennial Park and four courts at Sherwood Park. At some times, particularly during summer, demand for courts exceeds availability. User concerns initiated a review of court use and reservation practice.
2. To best administer court use in a fair manner, the Parks and Recreation Committee recommends the attached policy, use and reservation guidelines.
3. Consistent with adopted fees for sport field reservations, the proposal initiates a reservation fee of \$4 per hour for adults and \$2 per hour for youth.
4. The proposed fee would be to reserve courts only. Unreserved courts remain open for walk up play free of charge.
5. Once adopted, new policy and guidelines will be posted at court sites.

Analysis &  
Conclusion:

Policy and guidelines are an important way of communicating standards and expectations to the public. Policy and guidelines are also beneficial in administering tennis court reservations, especially during times of high use. A standard reservation process provides groups and individuals the ability to rely on court availability when necessary. The proposed fees are consistent with other adopted recreation fees. When not reserved, courts will remain available for free walk up play.

POLICY

REFERENCE: Resolution 05-192, establishing fees for city services.

FISCAL

IMPACT: Revenue is unknown; dependant on number of reservations.

OPTIONS:

- a. Adopt attached Tennis Court Use Policy, AND
- b. Adopt Resolution 08-XXX initiating a tennis court reservation fee of \$4 per hour for adults and \$2 per hour for youth;
- c. Amend, modify, or reject above options.

City of Paso Robles  
Proposed Tennis Court Use Policy & Guidelines

Recommended by Parks and Recreation Advisory Committee

Policy:

In keeping with its mission to provide a range of recreational opportunities for the public, the City of Paso Robles owns and maintains tennis courts for public use. Users are expected to use the courts responsibly, and cooperate with established guidelines. Misuse may result in revocation of tennis court privileges.

Guidelines for use:

- Users are expected to be considerate of others so that the courts may be enjoyed by all.
- Operating hours are 6:00 a.m. - 11:00 p.m. daily.
- Tennis courts are to be used for tennis only - no skates, bicycles, vehicles or non-tennis activity is allowed.
- No food or beverages allowed, with the exception of water in plastic containers.
- Court shoes only
- No private instruction allowed with the exception of city sponsored classes or events
- When others are waiting, walk-up time limit is 1 hour for singles; 1 ½ hours for doubles. Time limit begins from possession of the court.

Reservations:

For regular play, including league practice and club play, 75% of courts at each site are subject to reservation. 25% of courts are kept open for walk up play. 100% of courts may be reserved for classes, tournaments and events sponsored by the City of Paso Robles, or recognized league games and tournaments. Reservation fees are \$4 per hour per court for adults; \$2 per hour per court for youth. Fees are adjusted annually each July 1, with other city fees, based on Consumer Price Index. Fees may be paid when reservations are requested or when confirmed. Fees are non-refundable. Classes (including contract classes), tournaments, events or other kinds of tennis play sponsored by the City are not subject to reservation fees. Reservations requests will be accepted up to 9 months prior to requested date. Reservations will be confirmed 30 days prior to the requested date. Tournament, league game, or special event reservations may be confirmed further in advance at the discretion of Library and Recreation Services director.

When more than one reservation request is submitted for the same time, priority shall be as follows:

1. City sponsored play, classes, tournaments and events.
2. Recognized league games and tournaments. Recognized leagues are those that have a roster and rules. League games contribute to league standings.
3. General public, league practice, clubs and other organizations.

RESOLUTION NO. 08- \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
EL PASO DE ROBLES ADOPTING FEES FOR TENNIS COURT RESERVATIONS

WHEREAS, the city of Paso Robles owns and operates tennis courts for public use; and

WHEREAS, as some times, particularly during summer, demand exceeds availability, and

WHEREAS, it is beneficial for tennis players, clubs and leagues to be able to reserve courts to ensure availability at scheduled times; AND

WHEREAS, based on user concerns, the Parks and Recreation Committee recommends initiation of a reservation fee, and

WHEREAS, a fee for partial cost recovery for court reservation is consistent with other adopted recreation fees; AND

WHEREAS, the proposed cost recovery fees meet the requirements that the fees be reasonable and equitable and that they do not exceed the cost of providing the services; and

WHEREAS, State law governing municipal planning and finance in California recognizes the validity of, and authorizes, the imposition by cities of fees for services; and

WHEREAS, the Council is desirous of implementing tennis court reservation fees;

THEREFORE, BE IT FOUND, DETERMINED AND RESOLVED by the City Council of the City of Paso Robles that

SECTION 1. Tennis court reservation fees will be set at \$4 per hour for adults and \$2 per hour for youth;

SECTION 2. Tennis court reservation fees will be included in future city fee reviews;

PASSED AND ADOPTED by the City Council of the City of El Paso de Robles this 7th day of August, 2007, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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Frank Mecham, Mayor

ATTEST:

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Deborah Robinson, Deputy City Clerk