



Agenda Item: 15.A
Date of Meeting: July 13, 2026
Department: Administration

STAFF REPORT

To: City Council
From: Pam Foster
Subject: **Discussion Regarding Parks and Recreation Facility Use Fees and Community Facility Use Practices**
Prepared On: June 26, 2026

Background/History:

The City of Bishop has long maintained its parks, athletic fields, tennis courts, and recreational facilities as community amenities intended to support recreation, youth development, education, and community engagement. For many years, the City has partnered with local youth sports organizations, schools, and community groups by allowing the use of outdoor athletic facilities without rental fees while encouraging organizations to contribute through volunteer efforts, capital improvements, maintenance assistance, or other in-kind support.

This collaborative approach has allowed the City to maximize recreational opportunities for local residents while leveraging community investment to improve and maintain public facilities.

The City's current practice has evolved over many years rather than through a formally adopted Council policy. As a result, facility use and fee practices have generally been administered based on historical precedent and the type of facility being used.

All agency and public request for use of City facilities are currently handled by Facility Reservation Application. Included in the Application process is a waiver to hold harmless, and insurance requirements.

Analysis/Discussion:

The City's current practices vary depending upon the type of organization and facility being utilized.

Youth Organizations

Several local youth organizations utilize City athletic fields at no charge. These organizations collectively serve well over 1,300 youth participants annually and, in several cases, provide

significant financial or in-kind contributions that directly benefit City facilities.

Organization	Current Fee	Annual Participants	Facility Use	Community Contribution
Bishop Little League	No Charge	400	Fields 2, 3, 4 & 5	Approximately \$250,000 in field improvements, including approximately \$90,000 toward Field 3 lighting equipment; annual purchase of field chalk (\$250).
AYSO	No Charge	666	Fields 1, 2, 4, 5 & 6	Annual purchase of seed and fertilizer (approximately \$3,000).
Eastern Sierra Girls Softball	No Charge	230	Fields 1 & 2	Youth recreation programming.
USA Soccer	No Charge	40	Fields 4, 5 & 6	Youth recreation programming.
Scorpions Baseball	No Charge	TBD	Field 3	Youth recreation programming.

Bishop Union High School

The City has historically allowed Bishop Union High School athletic programs to utilize City recreational facilities without rental fees. Current annual usage includes:

- Boys Soccer – 22 participants (Fields 1 & 2)
- Girls Soccer – 18 participants (Fields 1 & 2)
- JV Baseball – 18 participants (Field 4)
- JV Softball – 18 participants (Field 1)
- Varsity Softball – 12 participants (Field 2)
- Tennis – 12 participants (Courts 1–4)
- Cheer – 26 participants (City Hall Auditorium)
- Football Camp – 40 participants (Field 1)

This partnership also includes reciprocal use of Bishop Unified School District facilities by the City at no cost, including:

- High School Auditorium for the City's two-week Playhouse Summer Camp.
- Bishop Area Campus Gymnasium for the City's Olympic Kids Camp.

This reciprocal relationship has reduced facility costs for City recreation programs while providing flexibility for both public agencies in serving the community.

City Recreation Programs

The City charges participation fees for City-operated recreation leagues. These fees support program administration, officials, equipment, and other operational expenses rather than serving solely as facility rental fees.

Current City recreation fees include:

- City League Soccer – \$500 per team
- City League Volleyball – \$300 per team
- City League Softball – \$700 per team

These programs serve approximately:

- Soccer – 136 participants
- Volleyball – 187 participants
- Softball – 510 participants

Bishop Swim Team

Unlike outdoor athletic fields, the Bishop Park Pool is a specialized facility with significantly higher operating costs, including certified staffing, utilities, chemicals, maintenance, and regulatory requirements. For this reason, the City has historically charged the Bishop Swim Team an annual facility use fee of approximately \$9,500.

The Swim Team currently serves approximately 74 participants.

Outside Facility Rentals

Individuals and organizations that reserve City facilities for private or exclusive use are assessed rental fees in accordance with the City's adopted fee schedule.

Current fees include:

- Athletic Fields: \$10 per hour, plus \$15 per hour for lighting when applicable.
- Tennis Courts: \$10 per hour, plus \$8 per hour for lighting when applicable.

Policy Considerations

The City's existing practices have developed over many years based upon collaboration with local youth organizations, schools, and community groups. These partnerships have provided recreational opportunities for thousands of local youth while generating substantial volunteer support and investment in City facilities.

Should the City Council wish to revisit these practices, potential policy considerations include:

- Maintaining the current historical practice.
- Developing formal eligibility criteria for organizations receiving fee waivers.
- Establishing expectations for in-kind contributions from organizations receiving fee waivers.
- Implementing standardized user fees for all organizations utilizing City recreational facilities.
- Developing a comprehensive Parks and Recreation Facility Use Policy that establishes consistent procedures for facility use, fee waivers, and cost recovery.

Each of these approaches represents a policy decision for the City Council balancing

community access, cost recovery, and support for local youth recreation.

Impacts to Council Goals and Strategic Planning Priorities:

The City Park facilities support Strategic Plan priority - 1.2 Support community spaces and local partnerships.

Budget Impacts:

The current practice of allowing qualifying community organizations and schools to utilize outdoor athletic facilities without rental fees has historically been offset, in part, through volunteer labor, capital improvements, maintenance assistance, reciprocal facility use, and other in-kind contributions provided by partner organizations.

Should the City Council direct staff to implement a different fee structure, there may be additional General Fund revenue; however, such changes could also increase operating costs for local nonprofit organizations, schools, and youth recreation programs serving Bishop residents.

At this time, no budget amendment or appropriation is requested.

Legal Review:

If staff is directed to pursue a new policy, that policy will be reviewed and evaluated by our legal team.

Recommended Action:

Receive the staff report regarding the City's current practices for the use of Bishop City Park recreational facilities and provide direction to staff if the City Council wishes to consider changes to the existing fee structure or develop a formal Facility Use Fee Policy.

Approved By: Pam Foster 7/8/2026

Approved By:

Approved By:

Approved By: