

Posted date: November 28, 2017  
 Council Meeting: March 8, 2018

**NOTICE OF PROPOSED NEW OR INCREASED TAX OR FEE**

Pursuant to A.R.S. § 9-499.15 and 9-240(B)(19), the Town of Gilbert, Arizona (“Gilbert”) hereby gives notice that it may adopt an ordinance/resolution to impose a new or increased tax or fee on businesses. Specifically Park, Basin & Outdoor Facility Fees, Sport Field & Lighting Fees, Recreation Centers & Indoor Fees, Freestone Recreation Center Admission/Membership Fees, Municipal Pool Rental Fees, Special Event and Block Party Fees.

**Notice of New Fees**

**GILBERT PARK, BASIN & OUTDOOR FACILITIES**

<b>Ramada/Park Areas</b>	<b>Fee/Hour</b>
<b>Small Ramada’s:</b> (1–4 tables)	\$15.00
<b>Medium Ramada’s:</b> (5-7 tables)	\$20.00
<b>Large Ramada’s:</b> (8+ tables)	\$25.00
<b>Open Picnic Areas:</b> (per table charge)	\$ 3.00
<b>Ramada Grouping:</b> (McQueen Park Only)	\$25.00
<b>Neighborhood Park* Ramadas</b>	\$ 7.50
<b>Neighborhood Park* Open Space</b>	\$ 2.00
<b>Courts: Sand Volleyball, Basketball, Tennis:</b>	\$ 7.00
<b>Amphitheater</b>	\$25.00
<b>Page Park Pavilion</b>	\$25.00
<b>Over Look Pavilion</b>	\$25.00
<b>Open Space/Common Area</b>	\$10.00
<b>Riparian Common Area East or West:</b> (Ramada rental required)	\$10.00
<b>Water Sedge Edge Campsite:</b> (Up to 20 Campers)	\$30.00 per day
<b>Honey Bee Point Campsite:</b> (Up to 20-35 campers)	\$40.00 per day
<b>Canal Camp Site:</b> (Over 35 Campers)	\$40.00 per day
<b>Dino Dig</b>	\$20.00
<b>Vendor Fee:</b> (per day)	\$25.00
<b>Refund/Cancellation Fee</b>	\$ 5.00 per reservation
<b>Inflatable Permit</b>	\$25.00 per permit
<b>Photography Permit</b>	\$100.00 annual per permit

**\*Neighborhood parks:** Oak Tree, Villa Madeira, Old West, Page, Vaughn, Veterans, John Allen, Village II, Vista Allegre, Sunview, Circle G.

**Non Resident:** Non-residents are assessed a 25% surcharge  
**Business Rate:**

A Business Rate of double the existing resident rate will be applied to any individual, group, organization or business whose objective is to conduct business, or an undertaking intended for economic profit or private gain, whether or not income is realized, directly or indirectly, in or upon facilities designed to serve residents of the Town of Gilbert and general public. Activities used to enhance the reputation or lead to income-generating work in the future are considered a business use. This includes non-profit organizations and educational groups that receive money from participants in activities. Examples of business use include, but are not limited to”

- Instructional classes (health/wellness lessons, dog training, and private sessions)
- Personal training instruction (boot camps, fitness instruction)  
An activity with our without an entry fee, which may result in an immediate or future profit (tax preparation, estate planning, investment education or counseling, sales promotion)
- Any fundraising event conducted by a for-profit or non-profit organization.
- All youth camps/clinics and fundraising events.

*Exceptions to the business rate definition:*

Youth (18 and under) related organizations and/or groups that are not part of an educational institution are excluded from business use fees for field and facility reservations utilized for practices and meetings. The appropriate resident, non-resident, league/tournament or business fees will apply depending on the reservation request.

## GILBERT SPORTS FIELD & LIGHTING

Sports Fields		Fee/Hour	Fee/Hour Tournament**		Fee/Hour Coalition
Ballfields, Soccer fields & Multi-use Fields:		\$10.50	\$15.00		\$7.25
Field Lights: (30 minute minimum)		\$15.00	\$15.00		\$12.25
Field Prep: Ballfields only (one-time per field)		\$40.00	\$40.00		\$35.00

**Tournament Rate:** \*\*Tournament field and light fees do not apply to Coalition members

**Non Resident Rate:** Non-residents are assessed a 25% surcharge except for Field lights or Field Prep.

## RECREATION CENTERS AND INDOOR FACILITIES

### Gilbert Community Center-Room Rental Fees

Room Name	Room Size (Sq.ft)	Fee/Hour
Birch Conference Room	360	\$20.00
Classrooms	700	\$30.00
Holly Room	150	\$20.00
Maple Multi-Purpose	2500	\$50.00
Oak Room	1200	\$40.00
Pine Room	630	\$30.00

**Non Resident Rate:** Non Residents are assessed a 25% surcharge for all other times.

### Gilbert Community Center-Fitness Room Fees

<b>Daily</b>	
All Ages	\$ 2.00
<b>Monthly</b>	
All Ages	\$ 15.00

## RECREATION CENTERS AND INDOOR FACILITIES

### McQueen Park Activity Center

Room Name	Room Size (Sq.ft)	Fee/Hour
<b>Gymnasium-Full*</b> (limited hours)- Practices only-no game seating.	6,552	\$60.00
<b>Gymnasium-Half*</b> (limited hours)- Practices only-no game seating.	3,276	\$35.00
<b>Multi-Purpose Room</b>	1,152-1,320	\$40.00
<b>Classroom</b>	660-780	\$30.00
<b>Kitchen* prep only-</b> no commercial use & must rent with another room	225	\$15.00
<b>Lobby*</b> -only available after hours & must rent with another room	---	\$40.00
<b>Bobcat Room*</b> - only available for after-hours rentals	756	\$25.00
<b>Traverse Wall*</b> - limited availability	12-20 people	\$75.00- flat rate- (up to 2 hours)

**Non Resident Rate:** Non Residents are assessed a 25% surcharge for all other times.

## McQueen Park Activity Center-Gym Entrance Fees

<b>Daily</b>	
<b>Youth 3-17</b>	\$1.50
<b>Adult 18+</b>	\$2.50
<b>Senior 60+</b>	\$2.00
<b>Monthly</b>	
<b>Youth 3-17</b>	\$12.00
<b>Adult 18+</b>	\$18.00
<b>Senior 60+</b>	\$15.00

**Non Resident Rate:** Non Residents are assessed a 25% surcharge.

## RECREATION CENTERS AND INDOOR FACILITIES

### Southeast Regional Library

<b>Room Name</b>	<b>Room Size (Sq.ft)</b>	<b>Fee/Hour*</b>
<b>Assembly Room-Shakespeare Room</b>	3000	\$ 95.00
<b>Conference Room A-Alcott</b>	700	\$ 55.00
<b>Conference Room B-Twain</b>	700	\$ 55.00
<b>Conference Room C-Dr. Seuss</b>	700	\$ 55.00

**Non Resident Rate:** Non Residents are assessed a 25% surcharge for all other times.

\* Includes the required staff fee \$20.00 per hour. This has always been listed separately. There is no actual increase in fees.

### Heritage Annex

<b>Room Name</b>	<b>Room Size (Sq.ft)</b>	<b>Fee/Hour</b>
<b>Conference Room</b>	600	\$35.00

**Non Resident Rate:** Non Residents are assessed a 25% surcharge

**Rental Hours:** By special arrangement only

## RECREATION CENTERS AND INDOOR FACILITIES

### Freestone Recreation Center

Room Name	Room Size (Sq.ft)	Fee/Hour
<b>Gymnasium-Full*</b> (limited hours)- Practices only-no game seating.	8,000	\$90.00
<b>Gymnasium-Half*</b> (limited hours)- Practices only-no game seating.	3,400	\$55.00
<b>Assembly Room</b>	1,000	\$45.00
<b>Aerobics Room A</b>	900	\$35.00
<b>Aerobics Room B</b>	800	\$25.00
<b>Multi-Purpose Room</b>	800	\$25.00
<b>Racquetball Court</b>	800	\$20.00
<b>Classroom*</b> -specialty cycle room, by use agreement only	600	\$25.00
<b>Track*</b> - limited availability	Exclusive use	\$75.00- flat rate- (up to 2 hours)
<b>42' Climbing Wall*</b> - limited availability	12-20 people	\$125.00- flat rate (up to 2 hours)
<b>42' Climbing Wall*</b> - limited availability	21-40 people	\$250.00- flat rate (up to 2 hours)

**Non Resident Rate:** Non Residents are assessed a 25% surcharge for all other times.

## FREESTONE RECREATION CENTER-ADMISSION/MEMBERSHIP

### Freestone Recreation Center-Admission/Membership Rates

	Daily	Monthly	Monthly Eft	Six Month	Annual
<b>Youth/Teen</b>	\$3.00	\$20	\$16	\$80	\$120
<b>Adult</b>	\$4.50	\$35	\$26	\$130	\$220
<b>Senior</b>	\$4.00	\$30	\$22	\$110	\$185
<b>Household</b>	\$14.00	\$75	\$67	\$335	\$560
<b>Non-Prime Noon-3p M-F</b>	\$3.50	N/A	\$20	N/A	N/A
<b>Rejoin Fee</b>	\$20				

**Non-Residents:** Non-residents are assessed a 50% surcharge for Daily admission only. No surcharge on Monthly, Monthly EFT, Six Month or Annual Memberships.

**Annual Membership Rates will increase July 1, 2018 to:**

	<b>FY2019</b>
<b>Youth/Teen</b>	\$160
<b>Adult</b>	\$260
<b>Senior</b>	\$220
<b>Household</b>	\$670

**Corporate Membership Monthly Pricing Plan (EFT)**

<b>GROUP Membership</b>	<b>Fee per person per month</b>
Group 1 :5-9 memberships	\$25.50
Group 2 : 10-19 memberships	\$24.00
Group 3: 20+ memberships	\$22.50

- Household – 2 Adults and up to 4 Youth/Teen (under 18 or up to age 25 if enrolled as full-time students). Students must provide proof of school enrollment.
- Additional Youth/Teen in the same household-25% off Youth/Teen Individual Pass rate.

**MUNICIPAL POOL-ADMISSION AND RESERVATIONS**

Town of Gilbert Municipal Pools (Mesquite Aquatic Center at Mesquite Junior High School, Greenfield Pool at Greenfield Junior High School, Perry Pool at Perry High School, and Williams Field Pool at Williams Field High School)

<b>PUBLIC RECREATIONAL SWIM</b>	<b>FEES</b>
Adults (18 & Older)	\$3.00
Youth (17 & Younger)	\$1.00
<b>POOL RENTALS</b>	
Set Up and Clean Up Fee	\$50 per rental
Staff Rate	\$20 per hour*
Lane Rate –in season (May-August)	\$6 per hour per lane**
Lane Rate-out of season (Sept-April)	\$8 per hour per lane**
Mesquite Aquatic Center Ramada –Large	\$30 per hour

\*Number of lifeguards required varies by facility, and size of group

\*\*Heating costs not included in rental rate.

All fees and charges are applicable to each pool facility unless otherwise stated.

# Special Event and Block Party Fees

## Application Fees (refundable only if event is not approved)

<b>Special Event Application Fee</b>	\$50 per event (\$150 late fee if application is received less than 60 days from event date)
<b>Block Party Application Fee</b>	\$25 per block party ( <i>this is the only required fee for block parties</i> )

## Permit Fees and Deposit (Deposits are refundable after event date and may be used to pay any extra cost or damages incurred during the event). Special Event Fees will be due no later than 14 calendar days from the event start date and are non-refundable.

<b>Special Event Permit Fee</b>	\$100 per day (maximum \$300 for multiple day special events)
<b>Special Event-Deposit</b>	\$500- events with up to 500 people \$1000-events 1000+ people

## Town of Gilbert Special Event Site Reservation Fees (Half day rates are available for events up to 6 hours) Site reservation fees will be due no later than 14 calendar days from the event start date and are non-refundable.

	Current
<b>Site Rental Set-up/Take-down of Equipment</b>	25% of Site Rental Fee
<b>Freestone Park-1045 E. Juniper Avenue</b>	
Event Site A (up to 3000)	<b>\$350 per day</b>
Event Site A and B (up to 5000)	<b>\$650 per day</b>
Event Site A, B and C (7000+)	<b>\$850 per day</b>
<b>Freestone Park Skate Park</b>	<b>\$300 per day</b>
<b>Freestone Park Road Closure Fee</b>	<b>\$300 per event</b>
<b>Gilbert Municipal Center-50 E. Civic Center Drive</b>	
Event Site A (5000+)	<b>\$450 per day</b>
Event Site A and B (10000+)	<b>\$750 per day</b>
<b>Crossroads Park-2155 E. Knox Road</b>	
Event Site A (up to 1500 people)	<b>\$350 per day</b>
Event Site A and B (up to 3000 people)	<b>\$650 per day</b>
<b>Park/Trail Event Run/Walk Fee</b>	<b>\$150 per walk/run</b>
<b>Water Tower Plaza (restricted hours/days)</b>	<b>\$100 per day (8 hours max)</b>
<b>Unimproved Open Lot Fees</b>	<b>\$50 per day</b>
<b>Paved Lot fees (8 hours per day max)</b>	<b>\$100 per day</b>
<b>Riparian Preserve Event Site</b>	<b>\$350 per day</b>
<b>Rittenhouse Basin</b>	<b>\$300 per day</b>
<b>Chandler Heights Basin</b>	<b>\$300 per day</b>

## Other Required Licenses and Permits Other required licenses and permit fees will be due no later than 14 calendar days from the event start date and are non-refundable within 5 days of the event start date.

	<b>Current</b>
<b>Business License</b> <i>(Gilbert Based Businesses)</i>	\$35 1 <sup>st</sup> Time/\$15 Renewal each year
<b>Transient Business License</b> <i>(Non-Gilbert Based Businesses)</i>	\$15 per event (1-3 consecutive dates) \$55 Annual
<b>Safety Inspection</b> <i>(Food Inspection, generators, tents, stages)</i>	\$60 per hour (3 hr. min)
<b>Firework Permit</b>	\$416 per location

**Miscellaneous Fees** (As required by the Special Event Permit) Miscellaneous fees will be due no later than 14 calendar days from the event start date and are non-refundable within 5 days of the event start date.

	<b>Current</b>
<b>Off Duty Police Officer</b> (3 hour minimum)	\$71 per hour
<b>Supervisor (Sargent or Lieutenant)</b>	\$85 per hour
<b>Fire/EMS Staff</b> (3 hour minimum)	\$64 per hour
<b>Traffic Operation Staff</b> (3 hour minimum)	\$40 per hour
<b>Event Staff Supervisor</b>	\$25/per hour
<b>Overflow Dust Control</b>	\$75 per hour
<b>Traffic/Road Closure Plan Review</b>	\$150
<b>Refuse Container</b>	\$15 per can
<b>Refuse Roll off Rental</b>	\$158 per rental, plus \$29 per ton land fill fee
<b>Vendor Fee</b> <i>(special event series town property only)</i>	\$10 per vendor/day
<b>Town of Gilbert Field Light Fees</b>	\$15 per hour/per field
<b>Event Banner Permit-Parks</b>	\$25 per park/week
<b>Restroom Cleaning-</b> per park	\$30 per park/week

*Additional Fees may be applied to the event producer to recover unexpected out of pocket fees incurred by the Town of Gilbert that may not be listed above.*

*All additional charges incurred during the event will be deducted from the deposit and/or billed within 5 days of the event completion and any remaining portion of the deposit balance will be refunded. Should and there be any outstanding costs not covered by the deposit, the renter will pay Gilbert for those cost within 10 business days.*



## **EXHIBIT A**

### **POLICIES**

1. No fees will be charged for activities and programs conducted by the Town.
  2. A \$25.00 administration fee may be applied beginning with the third change on a park and/or facility reservation.
  3. Refund/ credit policy:
    - Outdoor Facility Reservations\*
      - Minimum 3 business days' notice required (must call by 5pm Tuesday for same weekend) to receive a full credit/refund
    - Tournaments\*
      - Minimum 10 business days' notice required to receive a full credit/refund
    - Multiple bookings & Special Reservations\*
      - Minimum 10 business days' notice required to receive a full credit/refund
    - Center rentals
      - Minimum of 30 days' notice to receive a full refund/credit
      - 2 weeks' notice =50% refund/credit
      - Less than 2 weeks' notice=no refund/credit
    - Pool rentals\*
      - Minimum of two weeks' notice for full refund/credit
      - Less than two weeks' notice=no refund/credit
- \*Any rental impacted by weather related events will be refunded/credited on a case-by-case basis
4. Additional fees, surcharges and/or special circumstance deposits may be assessed to individuals or groups requiring special accommodations (i.e. larger groups, after hour rentals) resulting in out-of-pocket costs to the department or Gilbert. Staffing fees will be assessed based on fully loaded costs.
  5. Reservations by Gilbert Sports Coalition groups are subject to the *Gilbert Sports Coalition Policies* document approved by Council.
  6. Home Owners Associations (HOA's) for developments within Gilbert corporate limits shall be able to schedule one annual meeting in a room at the Gilbert Community Center, McQueen Park Activity Center, Freestone Recreation Center or Southeast Regional Library during regular rental hours at no room charge with the following requirements:
    - Staff charges will apply at the Community Center, McQueen Park Activity Center and Freestone Recreation Center if requesting use of a facility after regular business hours. Staff charges apply at all times for rentals at the Southeast Regional Library.
    - Set up and/or clean up charges may apply at Community Center, McQueen Park Activity Center, Freestone Recreation Center and Southeast Regional Library.
    - A \$100 deposit is required for all facility reservations.
    - Additional fees may apply if the room is not restored to the original condition after the meeting.
    - Free use of podiums and sound systems are included.
    - To be eligible for free use, the Association must be registered with the Town of Gilbert and the Arizona Corporation Commission.
    - For meetings other than their annual meetings, regular rental rates apply. .

7. Elected member of Senate, Congress or the House who are directly representing Gilbert will not be charged for room use during regular rental hours with the following requirements:
  - Facility use will be based on availability
  - Three (3) hours per month maximum use allowed
  - Staff, set up and/or clean up charges will apply at the Community Center, McQueen Park Activity Center, Freestone Recreation Center and Southeast Regional Library.
  - Staff charges will apply at the Community Center, McQueen Park Activity Center and Freestone Recreation Center if requesting use of a facility after regular rental hours.
  - Additional fees may apply if the room is not restored to the original condition after the meeting.
  - Free use of podiums and sound systems are included.
8. No fees will be charged for election day activities or up to one training day per year conducted by Maricopa County.
9. The Parks and Recreation Director can authorize limited time discounts and promotions for marketing purposes. In addition, the Parks and Recreation Director can authorize up to a 15% decrease in fees in order to adapt to current market and economic conditions.

**Additional information may be obtained by contacting the Parks and Recreation Department, at (480) 503- 6200. The Proposed Fees may be viewed on the Town of Gilbert link: [www.gilbertaz.gov](http://www.gilbertaz.gov)**

The Gilbert Town Council will consider this matter at its regular Town Council meeting to be held at the Gilbert Town Council Chambers, located at 50 East Civic Center Drive, Gilbert, Arizona 85296, on February 1, 2018 at 6:30 p.m. Following such consideration, the Town Council may approve, disapprove or modify said ordinance/resolution.

DATE POSTED ON GILBERT WEBSITE: November 28, 2017

Gilbert Town Clerk

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Lisa Maxwell