Athletic Field Use and Allocation Policy Fees

Group 1	Group 2	Group 3	Group 4	Group 5	Group 6
Fees Waived Per City Council	Fees Waived Joint User Agreement	Youth, Non-Profit $25	Adult, Non-Profit $25	Youth, Non-Profit $35	Adult Non-Profit $35
		N/A	Adult, Private $77	Youth, Private, $239	Adult, Private $239

Tournaments and Large Event Deposits: (Refundable)

One (1) field with 20 or more participants	$100
Two (2) fields	$100
Three (3) – six (6) fields	$300
Seven (7) or more fields	$500

Extra Fees:

Softball/Baseball Field Prep	$40 per Field
Permanent Lights	$15 per Hour per Field
Portable Lights (2 Unit Minimum)	$10 per Unit per Hour

a. Fee Payment

Groups assessed a fee will submit 50% payment at least 10 working days prior to the requested use. Continuous monthly usage will be invoiced at the end of each month of usage and payment must be received prior to due date. A maintenance fee may be required by the City to maintain and/or repair athletic fields. Full payment is required at least 10 working days prior to one-day use or special events.

b. Fee Waiver (Group 1 and Group 2 only)

Only organizations that meet the requirements for Group 1 status may apply for waiver of field and/or light use fees. Requests for fee waiver for use of athletic fields must be submitted in writing to the Recreation Manager. Requests will be presented to the Parks and Recreation Commission for a recommendation to City Council. The fee waiver process takes a minimum of 6 – 8 weeks. Group 1 user organizations receiving fee waivers shall be considered to be co-sponsored by the City of Costa Mesa.

Group 2 user organizations (NMUSD affiliated groups) must provide notice of affiliation from District Deputy Superintendent before fee waiver shall be granted under provisions of the City – School Joint Use Agreement.

User groups with fee waivers may be billed for fields that they have reserved and have not used for a total of three times.