



COUNTY OF MENDOCINO

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MEMORANDUM

Date: September 23, 2025

To: Honorable Board of Supervisors

From: Jeff Determan, Fleet and Facilities Maintenance Superintendant

Subject: September 23, 2025 Fee Hearing

Background: The Facilities and Fleet Division is submitting an update to the fees associated with the rental of the County Parks and Veterans Halls by various activities. The County currently has three rural parks and one campground as well as five Veterans Halls that are available to rent by both the public and Government associated groups. We currently have an assortment of fees associated with the use of the facilities to include party size-based occupancy fees, cleaning deposits, key rentals for electrical boxes and dumpsters, and vehicle access.

Proposal: The proposed fee schedule from the Mendocino County Facilities Division reflects the currently adjusted fees based on the number of reservations that have been seen over the last two years, as well as the calculation of documented time and expenses necessary to maintain the parks and Veterans Hall's by locations divided by the estimated number of rentals per year. Due to the historically low volume of reservations for certain sites, specifically Bower Park, Mill Creek Park, and Low Gap Park, compared to the relatively high cost to maintain these sites on a weekly basis, the calculated fee necessary to recover costs has become extraordinarily high. Additionally, due to the skewed number of rentals for each of the Veterans Hall by location, the total cost of maintaining the Veteran's Halls was calculated and divided by the total number of rentals for all halls to give us the proposed rate.

Parks: Based on the exceptionally high level that the Parks would necessitate to ensure estimated cost recovery occurs at the projected minimal use of these services, Facilities Division staff are recommending that the day use rental fees for all County Parks be set to a standard rate structure based on group size where 1-50 people pay \$150, 51-100 people pay \$250, and 101+ pay \$350. Facilities is also recommending deleting the large gathering / special event permit and the current tiered cleaning deposit for the parks and go to a standard \$250 cleaning deposit for all park rentals. We believe that the extremely high calculated costs of these services displayed in the Fee Worksheet will discourage the public's use of this process and will not assist significantly in the recovery of the necessary costs for the maintenance of these sites.

Veterans Halls: Based on the Boards previously adopted Veterans Rules and Regulations Facilities Division staff are recommending that the Congressionally chartered groups and their auxiliaries, historically sponsored groups, and all County departments and agencies for the official functions be waived and the following fees be utilized to maintain in line with the currently adopted Rules and Regulations. Non-profit veteran's groups, and recognized employee groups - \$90 per day. Other non-profit organizations and governmental agencies - \$350 per day. Public use - \$500 per day.

