



**City Council Policy: CP520 - Recreational Program Refunds**

**Effective Date: January 21, 2025**

**Amends: August 6, 2001**

**Approved By: City Council**

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**I. SCOPE**

**II. PURPOSE**

**A.** To establish a policy for refunds from recreational programs and/or memberships.

**III. RESPONSIBILITY**

**IV. DEFINITIONS**

**V. POLICY**

**A.** Pool memberships and swim lessons will not be refunded except in cases with a verifiable medical reason.

**B.** Aquatic teams and Junior Tennis League team fees may be refunded for a period of one week after the start of team practices.

**C.** A processing fee, as set by the governing body, will be charged against refunded memberships.

**VI. PROCEDURES**