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**City Council Work Session
Parks and Recreation Fee Schedule**

**Monday, February 14, 2022
Zoom Community Auditorium**

***Minutes are unofficial until approved by City Council.
Council approved minutes as presented February 28, 2022.***

ROLL CALL: COUNCIL PRESENT ATTENDED BY ZOOM WEBINAR: Donna Gustafson; Kristy Kottkey; Timothy Rippe; Mariana Valenzuela; Malynda Wenzl, Council President; and Peter Truax, Mayor. **COUNCIL ABSENT:** Elena Uhing.

STAFF PRESENT ATTENDED BY ZOOM WEBINAR: Jesse VanderZanden, City Manager; Paul Downey, Assistant City Manager/Finance Director; Anne Lane, Parks and Recreation Director; and Anna Ruggles, City Recorder.

A. 5:30 PM – COUNCIL WORK SESSION (PARKS AND RECREATION FEE SCHEDULE):

Mayor Truax called the work session meeting to order at 5:30 p.m. via Zoom Webinar Video Conference.

Staff Report:

Lane, Downey and VanderZanden facilitated the work session, noting the purpose of the work session was to present the proposed 2021-2022 Parks and Recreation Fee Schedule and implementation guidelines. Lane presented a PowerPoint presentation recapping the work session held on December 13, 2021, noting staff presented the results of an internal review and assessment of how the Aquatic Center and Parks and Recreation Department has traditionally set fees and charges. Staff also introduced the Resource Allocation/Cost Recovery Pyramid Model as a method for establishing fees. Lane presented the proposed 2021-2022 Parks and Recreation Fee Schedule, noting the intent of amending the fee schedule was to build transparency and establish consistency. The new fee schedule will:

- Combine Aquatic Center and Parks and Recreation Fees and Charges into one fee schedule. The in-city fees adopted on July 1, 2021, will carry over and remain the same.
- Establish a 30 percent rate difference between in-city and outside-city membership, including park facility rentals. The outside-city fees adopted on July 1, 2021, will be reset at a 30 percent rate difference.
- Add membership discount for extended memberships, i.e., Annual, 9 Month, 6 Month and 3 Month.
- Add membership options for Family, Individual and Senior/Disabled Veteran and provided a definition for Senior and Family to assure fair and impartial administration of fees.
- Add a Lifeguard Fee (per hour).

- Add Recreation Programs, defined as services, such as activities, classes, courses, and events, and authorizing setting Recreation Program fees under the authority of the Parks and Recreation Director subject to final approval by the City Manager.

In conclusion of the above-noted staff report, Lane presented the proposed implementation guidelines, noting once Council adopts the amended 2021-2022 Parks and Recreation Fee Schedule, staff will conduct a thorough review of the existing City Code fee language and establish a cost recovery methodology prior to setting Fiscal Year 2022-2023 Fee Schedule, followed by a scholarship program, including outreach and engagement strategy.

Council Discussion:

Mayor Truax opened the floor as roundtable discussion ensued pertaining to the proposed amended 2021-2022 Parks and Recreation Fee Schedule. Lane, Downey and VanderZanden addressed various concerns pertaining to the definition of “Family” being defined as no more than two adults per household. There was a recommendation to review the definition of “Family” and consider adding live-in grandparents. There was discussion about considering a buy-in program with neighboring cities, such as Banks and Cornelius, i.e., in-city fees for neighboring cities. There was a recommendation to consider establishing the scholarship program based on guidelines for students eligible to receive reduced/free meals program. In addition, Council directed staff to seek feedback from the Parks and Recreation Commission on the proposed fee schedule methodology. In conclusion of the above-noted discussion, VanderZanden advised staff will bring back a proposed fee resolution for Council consideration at a later date, to which Council collectively concurred.

B. Adjournment:

Mayor Truax adjourned the work session at 6:02 p.m.

Respectfully submitted,



Anna D. Ruggles, CMC, City Recorder