

**CLACKAMAS COUNTY BOARD OF COUNTY COMMISSIONERS**  
**Sitting/Acting as:**  
**NORTH CLACKAMAS PARKS AND RECREATION DISTRICT BOARD OF DIRECTORS**

**Study Session Worksheet**

**Presentation Date:** 3/27/12 **Approx Start Time:** 1:45 pm **Approx Length:** 15 min

**Presentation Title:** Recreation Fee Ordinance

**Department:** Business and Community Services (BCS)/North Clackamas Parks and Recreation District (NCPRD)

**Presenters:** Dave Miletich, Chris Storey and Michael Morrow, Chair, NCPRD District Advisory Board

**Other Invitees:**

**WHAT ACTION ARE YOU REQUESTING FROM THE BOARD?**

Approval of the Recreation Fee Ordinance to allow the District Administrator, District Director, or their written designee, the authority to establish fees for the use of District athletic and recreational facilities and for participation in District parks and recreational activities and programs.

**EXECUTIVE SUMMARY:**

NCPRD provides a wide variety of recreational opportunities for its residents supported primarily by property taxes and usage fees. Recreational fees are discretionary, unlike a utility rate or permit fee. Therefore, it is important to have maximum flexibility to determine those fees in accordance with seasonal program offerings. Each year, NCPRD may establish a dozen or more new programs, in addition to the hundreds of existing programs, which begin at different times throughout the year and each need their own fee established.

Approving this ordinance for establishing and adjusting fees will allow NCPRD to more efficiently and effectively align revenues with cost recovery guidelines, as established in operating policy and to respond to market conditions.

This ordinance addresses Board and department strategic plans by improving efficiency and effectiveness as it relates to cost recovery goals and decreasing reliance on support from the NCPRD general fund.

This ordinance will replace a 2004 ordinance that has never been fully implemented from a practical standpoint.

**FINANCIAL IMPLICATIONS:**

This ordinance will have a positive impact on the NCPRD budget by increasing user based revenue through more timely fee adjustments, creating a stronger focus on overall cost recovery, and increased flexibility in meeting customer needs. If the Board decides not to go forward, then the process to establish and adjust the 200+

discretionary recreation fees would continue to be time consuming and less responsive to market conditions, but remain unified from a process standpoint with the County fee schedule.

**LEGAL/POLICY REQUIREMENTS:**

To move forward with implementation, the BCC as the governing body of NCPRD would need to hold both a first and second reading of the proposed ordinance at a business meeting, which if passed would go into effect 30 days after the 2<sup>nd</sup> reading adoption.

**PUBLIC/GOVERNMENTAL PARTICIPATION:**

The NCPRD Advisory Board (DAB) voted unanimously at its meeting on March 14, 2012, to recommend approval of this ordinance to the NCPRD Board of Directors.

**OPTIONS:**

1. Approve ordinance – Pros: provides for greater flexibility in setting user fees and improving overall alignment of revenues with cost recovery guidelines.
2. Do not approve ordinance – Cons: the process to establish and adjust discretionary recreation fees would continue to be time consuming and less responsive to market conditions. In addition, revenue would not accurately reflect the cost of doing business.

**RECOMMENDATION:**

Staff respectfully recommends that the Board approve the Recreation Fee Ordinance as proposed.

**ATTACHMENTS:**

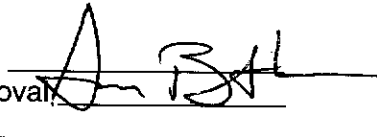
Ordinance attached.

**SUBMITTED BY:**

Division Director/Head Approval \_\_\_\_\_

Department Director/Head Approval \_\_\_\_\_

County Administrator Approval \_\_\_\_\_



For information on this issue or copies of attachments, please contact Dave Miletich 503-742-4361