

Fee Recommendations

March 14, 2024

For: Summer 2024 Youth Camp Programs

Summer programs are held June-August. Normally youth programs are introduced in the Summer Camp Brochure and distributed in March. Franke Park Day Camp, Salomon Farm Farmin Fun Day Camp, PODS (Positive Outdoor Days of Summer), and the Zoo Camp are highlighted in the brochure. These programs are promoted electronically, through social media and postcards. Registration will begin on March 25th

FINANCIAL OBJECTIVE AND JUSTIFICATION STATEMENT

Financial objectives vary among cost centers or program areas. In general, fees are calculated to cover the direct cost of the program with a pre-determined minimum number of participants and then increased by 20% to cover administrative costs. Program fees are recalculated each time they are offered to account for any changes in costs. We also consider price breaks, competition, and what the market will bear when establishing program fees.

PROJECTED RESULTS/OUTCOME:

Last summer offered 31 sessions of camp with revenues of \$235,324. This summer we are offering 19 camp sessions (We partner with the Children's Zoo, but do not handle their registrations or fees). We are asking for the Board of Park Commissioners' approval of the Summer Camp Brochures as presented. To be responsive to unforeseen circumstances such as health emergencies, severe weather, etc.) we ask for the Board of Park Commissioners' approval for the authority to modify, adjust, and add programs (and their associated fees if applicable) until with written approval from the Deputy Director or Director

FEES:

Attached are the proposed fees for the 2024 Summer Camp Brochure.

[Day Camp 2024.pdf](#)

FEE RECOMMENDATION

FOR: Sweet Breeze Canal Boat 2024 Season

Effective 3/14/2024

COST CENTER: 439-R300

Financial Objective and Justification Statement

Sweet Breeze canal boat is Fort Wayne's only authentic canal boat replica. It is a flat-bottomed, aluminum-hulled boat that is 54' long, and has a draft of 2.75' and an air draft of 8.5'. The canal boat was christened and launched in 2017 and did not enter the water in 2020 due to the COVID-19 pandemic. The vessel is owned by Friends of the Rivers and operated by the Fort Wayne Parks and Recreation Department. In 2021 the FWPRD started operating the boat. Tour options include 45-minute tours, 60-minute tours, 90-minute tours, private rentals, and field trips, with a scheduled season from late May or early June to mid-October. The financial goal for The Sweet Breeze is to be self-sustaining covering operating costs through tours and private rentals.

Operational Goals

- Fully self-supporting to cover all operational costs including insurance, staffing, maintenance, etc.
- Provide funding to support the mission of both operations
- Provide stable support to ensure the longevity of the vessel
- Continue the mission to provide unique river experiences to passengers

In the 2024 season, we plan to implement minor adjustments to the fee structure. Additionally, there were fee updates that were approved by the Deputy Director during the operating season. We propose consolidating the not-for-profit private rental fee and the non-prime private rental fee. Furthermore, we recommend adjusting the timeframe to encompass Monday through Wednesday, as opposed to Monday through Thursday. We are suggesting a reduced fee for security services during private rentals that involve alcohol or specialty tours serving alcohol. This adjustment is prompted by Alliance Security's 4-hour minimum requirement. In light of this, we are transitioning to Wrathm Security, which can accommodate rentals lasting less than 4 hours, aligning better with the typical duration of our private tours, which is around 90 minutes with a 30-minute security requirement before the event and after.

The current fee for field trips is a flat rate of \$425 paid by FOR and a charge of \$6 per student per tour with a minimum of 20 students per tour, three teachers are free of charge while the rest are subject to the general 45-minute tour rate. In 2023, FOR expressed a desire to maintain the \$5 per student rate, which had been available during 2022 before the rates were officially approved at the \$6 per student rate. They expressed that the \$5 rate is better aligned with their mission. To avoid confusion, a decision was made to establish a flat rate for each tour instead of requiring payment of the \$1 difference per student. See rates below.

The final fee approved during the year involved the addition of extra time to private rentals. This approved adjustment permits a private rental to extend its duration by an additional 30 minutes for each added hour for a rate of \$200 per thirty minutes.

Projected Results / Outcomes

- With the proposed updates, we anticipate additional revenue of \$2,000

Fees (proposed changes highlighted)

Sweet Breeze Fee Proposal

<u>Approving Organizations</u>			
Approval Date by Board of Park Commissioners (March 14, 2024)	Current Fees	Proposed Fees	Notes
Approval Date by Friends of the Rivers (_____)			
<u>Regular Tours</u> - Thursday-Sunday or as approved by the Deputy Director or Director		Minimum 23 passengers per tour	
45-minute tour	\$20.00	NA	2 and under free*
90-minute tour	\$30.00	NA	2 and under free*
60-minute tour	\$23.00	NA	2 and under free*
<u>Community Tours/Non-Prime</u> - Monday-Wednesday or as approved by the Deputy Director or Director			
45-minute tour	\$15.00	NA	2 and under free*
90-minute tour	\$25.00	NA	2 and under free*
60-minute tour	\$18.00	NA	2 and under free*
<u>Private Tours</u>			
90-minute tour	\$1,400.00	NA	Regular seating, No food/drink
Food/Drink	\$150.00	NA	Cleaning Fee
Additional Hour	\$400.00	NA	Per Hour
Additional ½ hour		\$200.00	After the first additional hour, time can be broken down into 30-minute increments at a pro-rated fee of \$200 per half-hour
Custom Configuration	\$100.00	NA	Private Tours Only
<u>Specialty Tours</u> (i.e.-themed tours/beer or wine/entertainment)			

Specialty tours will be priced according to FWPRD Costing Sheets and approved in writing by the Deputy Director

NA

2 and under free*

Not for Profit Tours -
~~Monday-Wednesday or as approved in writing by the Deputy Director or Director~~

90-minute tour	\$1,000.00	NA	Regular Seating, No Food/Drink
Food/Drink	\$150.00	NA	Cleaning Fee
Additional Hour	\$400.00	NA	Per Hour
Custom Configuration	\$100.00	NA	Private Tours Only

Non-Prime Private Tours -
~~Monday-Thursday before 5 pm~~
Non-Prime Private Tours -
Monday - Wednesday

90-minute tour	\$1,000.00	NA	Regular Seating, No Food/Drink
Food/Drink	\$150.00	NA	Cleaning Fee
Additional Hour	\$400.00	NA	Per Hour
Additional ½ Hour		\$200.00	After the first additional hour, time can be broken down into 30-minute increments at a pro-rated fee of \$200 per half-hour
Custom Configuration	\$100.00	NA	Private Tours Only

<u>Other</u>	<u>Current Fees</u>	<u>Proposed Fees</u>	
FOR** Educational Tours (45-minute tours)	\$425 tour plus \$6 per youth	\$505/tour with \$5 per student rate & AWS Tours \$605/tour students are free	Min. 20 youth. Teachers (max of 3) are free. Additional adults are charged the regular tour rate.

FOR** program (45-minute tours)	\$450/Tour	NA	Must not interfere with or displace regular tour schedules or tours already scheduled.
In-house FWPRD programs (45-minute tour)	\$450/Tour	NA	Must not interfere with or displace regular tour schedules or tours already scheduled.
Dockside Rental	\$150/Hour	NA	Use of Boat Dockside, No Food/Drink
Dockside Rental Food/Drink	\$150/Rental	NA	Cleaning Fee
Damages	\$50/labor plus materials and services	NA	

<u>Merchandise Fees:</u>	<u>Mark-Up Range</u>	<u>Notes</u>
Retail Merchandise Markup	95%-125% (to round to the nearest dollar)	Items that do not sell after a minimum of 45 days may be marked down with approval in writing by the Deputy Director.
Wholesale Merchandise Markup	50%	Once items are priced they will remain at that price for the duration of the season.
<u>Catering Fee</u>	<u>Current Fees</u>	<u>Proposed Fees</u>
45-minute tour	\$25.00	NA
90-minute tour	\$50.00	NA
<u>Security Fee</u>		
Security Fee-regular rate per officer (or market rate)	\$50.00	\$40.00/hour
Security Fee-Holiday rate per officer (or market rate)	\$65.00	\$55.00/hour
<u>Contractual Tour Services and Other</u>		

Contracted docents or other tour services (excluding Captain, First Mate, or Deckhand) will be negotiated by the boat administrator and approved in writing by the Deputy Director.

Other fees may be approved in writing by the Deputy Director or Director

*2 and under free. Must be able to sit on fee-paying passenger lap

**FOR - Friends of the Rivers rate is for Education tours and in-house programming, excluding Sweet Breeze Fest (See example below). Additional revenues from ticket sales or admissions are retained by FWPRD. Private use by FOR will be charged the "in-house" rate.

Example Pricing Breakdown for FOR's Sweet Breeze Fest

- FOR would like to offer Sweet Breeze Tickets at a lower rate in Celebration of their annual Sweet Breeze Festival.
 - The rate and number of tours will be negotiated and agreed upon by both parties in writing before the beginning of each season. (Deputy Director or Director for FWPRD and FOR designee)
 - FOR will pay FWPRD the difference of the general public tour ticket price while retaining the special event price.
 - For example: 45-minute general public tours are \$20
- World River Day special event price is \$5/rider for a 45-minute tour
- FOR agrees to pay the \$15 per ticket difference to FWPRD
- FWPRD will also keep the special event price of \$5/ rider

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BOARD OF PARK COMMISSIONERS**

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Jenna Jauch, Commissioner

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FRIENDS OF THE RIVERS

Date

Ron Menze, Board Member