

Fee Recommendation

February 17, 2022

FOR: Spring 2022 Programs

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 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:

Spring programs are held March-May. During the spring of 2021, we offered 227 fee-based programs and collected \$41,283.70 in revenue. This spring we will offer 141 fee-based programs and revenues may be impacted by pandemic restrictions. There are fewer programs offered in the 2022 Spring Fun Times due to the absence of summer camps. With many unknowns about the effect of the ongoing pandemic, we promote those programs in the online version of the Day Camp/Youth Summer Brochure.

Since the approval of the Children's Brochure on March 12, 2020, the City of Fort Wayne has been greatly impacted by the COVID 19 virus. These impacts have been felt throughout the summer and expect them to continue well into 2022. As a result, we may have programs and activities listed in the Spring Fun Times that may need to be modified or canceled. We hope that we can run the majority of the programs listed in the publication with appropriate safety precautions.

We are asking for the Board of Park Commissioners' approval of the Spring Fun Times as presented. To be responsive to changing directives from Governor Holcomb, Allen County Board of Health, and administrative directives from the City of Fort Wayne in this COVID 19 pandemic, and continue to serve the needs of the Fort Wayne community, 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 May 31, 2022, with written approval from the Deputy Director or Director.

FEES:

Attached are the proposed fees for programs offered in the Spring 2022 Fun Times catalog.

Please note that the trip fees on page 29 of the Fun Times book were incorrect but correct in the individual trip brochures. We have put the correct pricing on the website and let customers know of the pricing discrepancy.

	Fun Times <i>Incorrect Pricing</i>			Correct Pricing (Mayflower Flyers)		
Trip (pg 29 of Fun Times)	Double	Single room	Insurance	Double	Single room	Insurance
Colorado Historic Trains	\$ 2,799.00	\$ 3,828.00	\$ 350.00	\$ 3,599.00	\$ 4,628.00	\$ 200.00
Montana and Glacier National Park	\$ 2,998.00	\$ 4,287.00	\$ 350.00	\$ 3,798.00	\$ 5,087.00	\$ 200.00
Sedona Red Rocks and The Grand Canyon	\$ 1,999.00	\$ 2,828.00	\$ 350.00	\$ 2,749.00	\$ 3,578.00	\$ 200.00

Electronic VOTE Request *(Response)*

Date: *January 26, 2022*

Agenda item 6. B. *Spring 2022 (March, April, May) Fun Times Brochure* *Fee Recommendations*

The Spring Fun Times publication is scheduled to be distributed on February 2, 2022.

Our Spring Fun Times publication is scheduled to be distributed on February 2nd, and immediately start accepting registrations. To remain compliant with Internal Audit, we are asking for your electronic approval of the 2022 Spring Fun times (attached) in advance of the February 17, 2022 Board of Park Commissioners (BPC) meeting. This is the same request and process that we used for the 2021 Spring and Fall Fun Times since we will be accepting payment for fees before the February 17, 2022, BPC Fun Times approval.

Due to COVID-19, we may continue to make program adjustments as a result of directives from the Allen County Board of Health, Governor's Executive Orders, etc. and we will again ask for the Boards of Park Commissioners approval for the authority to modify, adjust and add programs (and their associated fees if applicable) for activities, programs and events that start between March 1, 2022, and May 31, 2022, with written approval from the Deputy Director or Director.

Therefore, I am asking the Board of Park Commissioners to approve the attached Spring Fun Times book, with final presentation and approval at our next Board meeting.

Please let me know if you have any questions.

The Fort Wayne Parks and Recreation and the Board of Park Commissioners will meet in room 030, City Council Courtroom, (garden level) – Citizens Square, on Thursday, February 17, 2022, at 10:00 am.

The following tallies were received electronically.

<u>Final Vote Tally</u>			
	In Favor	Against	Abstain
Zielke	X		
Shurley	X		
Briley	X		
Miller	X		

The Board unanimously approved by acclamation _____