

**RESOLUTION NO. 2022-09**

**RESOLUTION AMENDING FOREST GROVE PARKS AND RECREATION FEES  
AND CHARGES AND REPEALING RESOLUTION NO. 2021-26 AND PARKS  
AND RECREATION FEES AND CHARGES LISTED IN EXHIBIT 2 OF  
RESOLUTION NO. 2021-27, EFFECTIVE APRIL 1, 2022**

**WHEREAS**, the Aquatic Center Fees and Charges were previously set by Exhibit 1 of Resolution 2021-26; and

**WHEREAS**, the Parks and Recreation Fees and Charges were previously set by Exhibit 2 of Resolution 2021-27; and

**WHEREAS**, the revised fee schedule would combine the Aquatics and Parks and Recreation fee schedules into one fee schedule; and

**WHEREAS**, the revised fee schedule would establish a consistent and set rate for outside-city users; and

**WHEREAS**, the revised fee schedule would add membership options, a lifeguard fee, and provide discounts for extended memberships; and

**WHEREAS**, the revised fee schedule would add the establishment of recreation programs by allowing the Parks & Recreation Director to initially establish fees for recreation services such as activities, classes, courses, and events; and

**WHEREAS**, the revised fee schedule provides a clear, transparent, and consistent definition for Senior and Family to assure the fair and impartial administration of fees; and

**WHEREAS**, the revised Parks and Recreation Fee Schedule, Effective April 1, 2022, attached as Exhibit A, is in accordance with City Code Section 34.03; and

**WHEREAS**, a duly-noticed Public Hearing was held on February 28, 2022.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE AS FOLLOWS:**

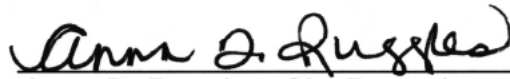
**Section 1.** The Forest Grove Parks and Recreation Fees and Charges as listed on Exhibit A of this resolution are hereby adopted effective April 1, 2022.

**Section 2.** The Aquatic Center Fees and Charges listed in Exhibit 1 of Resolution 2021-26 is hereby repealed upon the effective date of this resolution.

**Section 3.** The Parks and Recreation Fees and Charges listed in Exhibit 2 of Resolution 2021-27 is hereby repealed upon the effective date of this resolution.

**Section 4.** This resolution is effective immediately upon its enactment by the City Council.

**PRESENTED AND PASSED** this 28<sup>th</sup> day of February, 2022.



\_\_\_\_\_  
Anna D. Ruggles, City Recorder

**APPROVED** by the Mayor this 28<sup>th</sup> day of February, 2022.



\_\_\_\_\_  
Peter B. Truax, Mayor

# Forest Grove Fee Schedule Parks & Recreation

		Adopted Fees - 3/1/22		
		In-City	Outside-City	
Public and Fitness Swim				
	Under 2 years	0.00	0.00	
	2-17 years	4.50	5.75	
	18-64 years	6.25	8.00	
	Senior/ Disabled Veteran*	4.50	5.75	
	Family**	14.50	18.75	
	Drop-in Aerobic Fee	8.75	11.25	
Pool Rental (per hour)				
	1-60 people	154.00	200.25	
	61-100 people	180.25	234.25	
	101-200 people	212.25	276.00	
Pacific University (per month)		1,510.00		
Classroom Rental (per hour)		28.25	36.75	
Lifeguard (per hour)		28.25	36.75	
Aquatic Center Membership		Family**	Individual	Senior/ Disabled Veteran*
Annual	In-City	554.25	279.50	170.00
	Outside-City	720.50	363.25	221.00
9 Month	In-City	440.00	222.00	135.00
	Outside-City	572.00	288.75	175.50
6 Month	In-City	309.75	156.25	95.00
	Outside-City	402.75	203.25	123.50
3 Month	In-City	163.00	82.25	50.00
	Outside-City	212.00	107.00	65.00
Recreation Programs***		Prices initially set under the authority of Parks & Recreation Director and subject to final approval by City Manager.		
Park Facility Rentals		Lights (per hour)	Rental (per 2 hour)	
			In-City	Outside-City
Park Shelter (per 4 hour)		NA	55.50	72.25
Spray Park		NA	152.00	197.50
Lincoln Park Stadium & Turf Field		53.00	119.50	155.50
Bond Field		53.00	44.50	58.00
Sherman Field		26.50	36.00	47.00
Lincoln Park Practice Soccer Field		26.50	30.00	39.00
Thatcher Park Soccer Field		53.00	30.00	39.00
Thatcher Park Softball Field #1		26.50	15.00	19.50
Thatcher Park Softball Field #2		26.50	15.00	19.50

\* Senior is defined as a person 65 years or older.

\*\* Family is defined as the immediate "parent-child" family unit, including only the parent(s) or legal guardian(s), and their children by birth, marriage, adoption, or foster that live together in the same household. No more than two adults per household.

\*\*\* Recreation Programs is defined as recreation services such as activities, courses, classes and events.

All rates are rounded to the nearest quarter of a dollar.

30% difference between In-City and Outside-City fees.

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<u>CITY RECORDER USE ONLY:</u>	
AGENDA ITEM #:	_____
MEETING DATE:	_____
FINAL ACTION:	_____

**CITY COUNCIL STAFF REPORT**

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**TO:** *City Council*

**FROM:** *Jesse VanderZanden, City Manager*

**PROJECT TEAM:** *Anne Lane, Parks & Recreation Director  
Paul Downey, Finance Director / Assistant City Manager*

**MEETING DATE:** *Monday, February 28, 2022*

**SUBJECT TITLE:** *Parks & Recreation Fee Schedule*

**ACTION REQUESTED:**

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Ordinance	Order	X	Resolution	Motion	Informational	

*X all that apply*

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**ISSUE STATEMENT:**

The current fee schedules do not allow for autonomy in establishing fees for various services offered by the Parks & Recreation Department. When given the autonomy to build programs Parks & Recreation becomes an effective and responsive recreation program provided that is better able to embrace the responsibility of balancing availability of services and affordability.

After adoption of an amended fee schedule, a thorough review of the City Code fee language will occur followed by finalizing and adopting of a cost recovery methodology. Then the 2022-2023 Parks & Recreation Fee Schedule will be created and adopted, followed by roll out of a scholarship award program and an outreach and engagement strategy.

**BACKGROUND:**

On December 13, 2021 staff shared results of an internal review and assessment of how the Parks & Recreation department has traditionally set fees and also introduced Council to a very high level conceptual idea of cost recovery as it relates to recreation services. City Council provided consensus to proceed with the effort.

On February 14, 2022 a proposed amended 2021-2022 Parks & Recreation Fee Schedule was presented. The intention of the amended fee schedule is to build transparency and establish consistency. City Council provided consensus to return with a resolution reflecting intended adoption of the presented amended Parks & Recreation Fee Schedule.

On February 16, 2022 staff presented the proposed amended 2021-2022 Parks & Recreation Fee Schedule to the Parks & Recreation Commission at their regularly scheduled meeting. Members of the Commission were unanimously supportive of the amended fee schedule.

The amended fee schedule will:

- Combine the Aquatics and Parks & Recreation Fee Schedules into one fee schedule
- Establish a consistent and set rate for outside-city users
- Add membership options and provide discounts for extended memberships
- Add lifeguard fee
- Add establishment of Recreation Programs by allowing the Parks & Recreation Director to initially establish fees for recreation services such as activities, classes, courses, and events
- Provide a clear, transparent, and consistent definition for Senior and Family to assure the fair and impartial administration of fees

Current Aquatics fee schedule and Parks fee schedule has been attached as reference.

**FISCAL IMPACT:**

Little to no fiscal impact is projected for this fiscal year.

**STAFF RECOMMENDATION:**

Staff is recommending adoption of Resolution 2022-09 *Resolution Amending Parks & Recreation Fees and Charges, Effective April 1, 2022; and Repealing Resolution 2021-26 and the Parks & Recreation Fees and Charges Listed in Exhibit 2 of Resolution 2021-27*; and subsequent approval of the amended 2021-2022 Parks & Recreation Fee Schedule for use during the remainder of fiscal year 2022.

**ATTACHMENT(S):**

Resolution 2022-09

Exhibit A: Amended Fee Schedule

# Forest Grove Fee Schedule

## Aquatic Center

### Exhibit 1

Adopted Fees - 7/1/19

Adopted Fees - 7/1/21

#### Public and Fitness Swim

In-City under 2 years	0.00	0.00
In-City 2-17 years; Senior or Disabled Veteran	4.20	4.50
In-City 18-64 years	6.00	6.25
In-City Family	14.00	14.50
Outside-City under 2 years	0.00	0.00
Outside-City 2-17 years; Senior or Disabled Veteran	5.40	5.75
Outside-City 18-64 years	8.75	9.00
Outside-City Family	19.60	20.25
Drop-in Aerobic Fee	8.35	8.75

#### Membership

In-City Family	158.25	163.00
In-City Individual	79.75	82.25
In-City Senior/ Disabled Veteran	48.50	50.00
Outside-City Family	214.25	220.75
Outside-City Individual	107.75	111.00
Outside-City Senior/ Disabled Veteran	64.00	66.00

#### Punch Pass (10 visits)

In-City 2-17 years; Senior or Disabled Veteran	33.00	34.00
In-City 18-64 years	48.50	50.00
Outside-City 2-17 years; Senior or Disabled Veteran	44.75	46.00
Outside-City 18-64 years	71.00	73.25

#### Pacific University

Monthly Fee	1,463.00	1,510.00
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#### Laminating Service

Small Card	0.75	0.75
Large	2.25	2.25

#### Instruction

In-City Member (per session)	41.30	42.50
In-City Non-Member (per session)	61.30	63.25
Non-Member Senior and Disabled Veteran (per session)	48.50	50.00

#### Instruction

Outside-City Member (per session)	41.30	42.50
Outside-City Non-Member (per session)	81.50	84.00

#### Lifeguard Training

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Member	174.35	179.50
In-City Non-Member	214.25	220.75
Out-of City	253.50	261.25
Lifeguard Challenge	103.00	106.00
Pool Rental		
1-60 People (per hour)	149.50	154.00
61-100 People (per hour)	175.00	180.25
101-200 People (per hour)	206.00	212.25
Youth Education Classes		
ARC Babysitting In-City	87.50	90.00
ARC Babysitting Outside-City	103.00	106.00
When I'm In Charge Class	31.00	32.00
Staff/Classroom (per hour)	27.30	28.25
Spray Park Rental (per hour)	73.75	76.00
School District 15		
Fee per Employee per Hour	21.75	22.50

\* Senior is defined as a person 65 years or older.

# Forest Grove Fee Schedule

## Exhibit 2

Adopted Fees - 7/1/19

Adopted Fees - 7/1/21

### PARKS AND RECREATION

#### Facility Reservation (not including Light Charge)

Lincoln Park Stadium & Turf Field (in-City)	\$57.90 per hour: \$463.00 max	\$59.75 per hour: \$478.00 max
Lincoln Park Stadium & Turf Field (Out of City)	\$115.80 per hour: \$926.00 max	\$119.50 per hour: \$956.00 max
Bond Field (every 2 hour rental)	\$43.25 (in-city); \$86.5 (out)	\$44.50 (in-city); \$89.00 (out)
Sherman Field (every 2 hour rental)	\$35.85 (in-city); \$71.70 (out)	\$36.00 (in-city); \$72.00 (out)
Thatcher Park Soccer Field (every 2 hour rental)	\$29.00 (in-city); \$58.00 (out)	\$30.00 (in-city); \$60.00 (out)
Lincoln Park Practice Soccer Field (every 2 hour rental)	\$29.00 (in-city); \$58.00 (out)	\$30.00 (in-city); \$60.00 (out)
Thatcher Park Softball Field (every 2 hour rental)	\$14.75 (in-city); \$29.5 (out)	\$15.00 (in-city); \$30.00 (out)
Shelter (4 Hour Period)	\$54.00 (in-city); \$108.00 (out)	\$55.50 (in-city); \$111.00 (out)

#### Light Charge

Soccer Field - Lincoln Park or Thatcher	\$51.50 per hour	\$53.00 per hour
Bond Field	\$51.50 per hour	\$53.00 per hour
Sherman Field & Thatcher Park Softball (per field)	\$25.75 per hour	\$26.50 per hour
Lincoln Park Practice Field	\$25.75 per hour	\$26.50 per hour

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## **NOTICE OF PUBLIC HEARING PARKS AND RECREATION FEES AND CHARGES FOR THE CITY OF FOREST GROVE**

**NOTICE IS HEREBY GIVEN** that the Forest Grove City Council will hold a Public Hearing on **Monday, February 28, 2022, at 7:00 p.m.** or thereafter, in the Community Auditorium, 1915 Main Street, to consider adopting a resolution amending parks and recreation fees and charges. The City Council is interested in public feedback before taking formal action on the proposed resolution to consider setting a 30 percent rate difference between in-city and outside-city aquatics, parks and recreation fees. No current in-city aquatics, parks and recreation fees are proposed to increase. Recreation programs, such as activities, courses, classes and events, will be set under the authority of Parks and Recreation Director and subject to final approval by City Manager. If approved by the City Council, the proposed fees and charges would be effective April 1, 2022.

The City Council meeting will be held in a “hybrid” format allowing the public to attend the meeting virtual via Zoom and in-person. A copy of the meeting agenda with Zoom instructions and staff reports are available and published on the City's website at <https://www.forestgrove-or.gov/meetings>. Written comments or testimony may be submitted by 3:00 p.m. on the day of the meeting to [CityCouncilors@forestgrove-or.gov](mailto:CityCouncilors@forestgrove-or.gov). To provide testimony via Zoom, please email [aruggles@forestgrove-or.gov](mailto:aruggles@forestgrove-or.gov) at least 24 hours prior to the hearing.

###

Anna D. Ruggles, CMC, City Recorder  
[aruggles@forestgrove-or.gov](mailto:aruggles@forestgrove-or.gov)  
503-992-3235

*FG News-Times*  
02/24/2022



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**AFFIDAVIT OF PUBLICATION**

State of Oregon, County of Washington, Clackamas, SS I, Charlotte Allsop, being the first duly sworn, depose and say that I am the Accounting Manager of the **News Times**, a newspaper of general circulation, serving Forest Grove in the aforesaid county and state, as defined by ORS 193.010 and 193.020, that

**City of Forest Grove  
NOTICE OF PUBLIC HEARING PARKS AND RECREATION FEES AND CHARGES FOR THE CITY OF FOREST GROVE**

**Ad#: 233497**

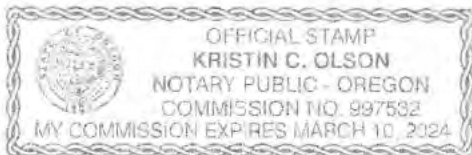
A copy of which is hereto annexed, was published in the entire issue of said newspaper(s) for 1 week(s) in the following issue(s):  
**02/24/2022**

Charlotte Allsop (Accounting Manager)

Subscribed and sworn to before me this 02/24/2022.

  
NOTARY PUBLIC FOR OREGON

Acct #: 104052  
**Attn: Anna D. Ruggles**  
FOREST GROVE, CITY OF  
PO BOX 326  
FOREST GROVE, OR 97116



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PARKS AND RECREATION FEES AND CHARGES  
FOR THE CITY OF FOREST GROVE**

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503-992-3235  
Publish February 24, 2022

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