



April 4, 2019

MEMO TO : Park Board Commissioners

FROM : Malcolm Bromley  
General Manager, Vancouver Board of Parks and Recreation

SUBJECT : **2019 Fees & Charges Updates – Board Briefing Memo**

---

Dear Commissioners,

The purpose of this memo is to inform you of updates made to Appendix A of the [2019 Fees and Charges – Parks & Recreation report](#) to reflect the amendments approved by the Board during the Special meeting, and to also correct some calculation errors discovered during implementation of the fee changes. There were no changes made to the body of the report.

### **Updates Resulting from Park Board Amendments**

#### ***Preschool Age-based Category Adjusted to “4 years of age and under”***

The Park Board approved an adjustment to age based fee categories to adjust the “Preschool” category to include the ages 4 and under (an adjustment from 2 and under). The financial implication of this change is estimated at \$30,000 to \$40,000. Staff will attempt to absorb this through surplus revenues in other business lines.

Updates were made to the policy on page 2 of Appendix A, as well as throughout the appendix on each affected fee schedule.

A number of Park Board facilities/events/attractions are specifically designed for a younger demographic, and the absence of user fees would make providing these programs cost prohibitive. Exceptions where the new “4 and under” category will not be applied are as follows:

- Kid’s Play Palace – specific age categories are in place for this attraction
- Easter Egg Hunt at VanDusen – rates in effect for all ages
- Easter Train at Stanley Park – 2 and under is free

#### ***Single Admission Fee Increase Adjusted to 0% (Proposed 2%)***

The Park Board approved an amendment resulting in no increase in rates for single-use admissions to Park Board operated pools, rinks, and fitness facilities. The financial implication of this change is estimated at \$30,000 to \$50,000. Staff will attempt to absorb this through surplus revenues in other areas.

#### ***Marina Rate Increase Adjusted to 1% (Proposed 2%)***

The Park Board approved an amendment to reduce the proposed 2% rate increase for marinas to a 1% increase. The financial impact of this decision is estimated at \$40,000. Staff will attempt to absorb this through surplus revenues in other areas.



### Updates for Error Corrections

In addition to the above adjustments, an error was identified with respect to the proposed rates for Pool Rentals and Swim Lessons. On pages 6 and 7 of Appendix A, incorrect rates for 2018 were used in calculating the proposed rate for 2019. Staff have corrected for this error, and applied the intended percentage increase.

If you have any questions or concerns regarding any of the above, please let me know.

Regards,

A handwritten signature in black ink that reads "Malcolm Bromley". The signature is written in a cursive, flowing style.

Malcolm Bromley  
General Manager - Vancouver Board of Parks and Recreation

/sj/clc

Copy to: PB Senior Leadership Team  
PB Communications