

## MINUTES

Ad-Hoc Committee to Review Fees  
March 21, 2022 / 6:00 PM  
2<sup>nd</sup> Floor Conference Room / City Hall

**In Attendance:** City Councilors – Byron Champlin (Chair), Nathan Fennessy, and Mayor Jim Bouley; Councilor Candace Bouchard; City Staff – Brian LeBrun, Deputy City Manager - Finance; Carlos Baia, Deputy City Manager - Development; David Gill, Parks & Recreation Director; and Crayton Brubaker, Local Government Management Fellow.

**Excused:** City Councilor Paula McLaughlin.

- 1) **Call to Order:** Chairman Champlin called the meeting to order at 6:09 PM.
- 2) **Approval of Minutes:** Councilor Champlin moved to adopt the minutes of the March 10, 2022 meeting, with the correction that Nathan Fennessy was in attendance. The motion was seconded by Councilor Fennessy and passed with a unanimous voice vote.
- 3) **Discussion of Parks & Recreation Fees:** Parks and Recreation Director David Gill gave a presentation about the Parks & Recreation Department's programs, including child and adult programs, facilities, and parks. He discussed the relationships the Department has with a number of sports leagues and tournament groups, as well as the school district.

There were questions about the lining of fields for games, and whether City staff could do the lining as opposed to volunteer groups, noting that the long-term leased fields do their own maintenance. Mayor Bouley asked about field and community usage, as well as fees and the ability to serve all segments of the public. Mr. Gill indicated that the City has a limited number of fields and they get a lot of use. There is a cost for the maintenance, and staff need to be very organized to facilitate the rentals and maintenance. Fee for use guarantees that if the public has rented the space, they will most likely show up. Without a fee, the public isn't always concerned if they show up or not, and often doesn't let the City know.

Mr. Gill noted that there are times when some of the rooms at the community center are not being used, more so during the pandemic. Mr. Gill suggested that, post-COVID, and with the expanding use of facilities, there needs to be a formal process on how to provide a free or reduced rental to community groups, which should be reviewed and approved by City Administration, the Recreation & Parks Advisory Committee, and/or the City Council.

Councilor Fennessy asked about vacant rooms, and if a group of young adults just showed up, could they use the empty rooms. Mr. Gill stated that they would not be allowed without some sort of formal supervision; however, they could use the lobby of the community center. Chairman Champlin asked about scheduling the use of the rooms for Overcomers. Again, Mr. Gill indicated the need for supervision and the formal process for free use. Mr. Gill noted that the Citywide Community Center does offer drop in programming for youth and adults for a small fee. The Green Street Community Center also has some scheduled drop-in time for basketball and other activities for a fee (\$2 for youth resident, \$3 for adult resident) and there is a staff person on site. Mr. Gill stated that there is a lot of opportunity for special events and for Parks & Recreation to be involved; that things are changing and expanding every year.

Mayor Bouley commented that swimming is free but field and facility use has a cost. The committee also discussed the perception that the lifeguard jobs are on a set schedule and not very flexible for work hours. Mr. Gill indicated that the more lifeguards they have on staff, the more flexibility they have to work around other staff involvements. He said they are flexible and there are things he can do to change that perception.

The committee discussed potentially having a splash pad at White Park, which could be free for residents, with a fee for non-residents. The committee discussed if there would be limited hours with supervision and having the restrooms open, or whether it could be open all the time like playgrounds are.

- 4) **Next Meeting:** The next meeting will be scheduled by City staff in conjunction with committee members' schedules. Parks & Recreation Director David Gill will attend the next meeting to discuss the actual fee structures.
- 5) **Adjournment:** A motion was made and seconded to adjourn. The motion was approved with a unanimous voice vote and the meeting adjourned at 7:35 PM.