



Item .....	03
Meeting .....	2006 Apr 21

COUNCIL REPORT

**TO:** CITY MANAGER **DATE:** 2008 April 17

**FROM:** DIRECTOR PARKS, RECREATION AND CULTURAL SERVICES

**SUBJECT:** 2008/2009 FACILITY USE FEE SCHEDULE FOR PARKS, RECREATION AND CULTURAL SERVICES

**PURPOSE:** To request approval for the 2008/2009 Facility Use Fee Schedule and to bring forward the fees bylaws.

**RECOMMENDATIONS:**

1. **THAT** approval be given for the 2008/2009 Facility Use Fee Schedule (Attachment "A") as outlined in the attached report.
2. **THAT** the Burnaby Recreation Fees and Admissions Bylaw 2008, the Burnaby Shadbolt Centre and Burnaby Art Gallery Rental Fees Bylaw 2008 and the Burnaby Village Museum Fees Bylaw 2008 be brought down as detailed in Attachment "A", circulated under separate cover.

**REPORT**

At its 'Open' Meeting of 2008 April 16, the Parks, Recreation and Culture Commission received the above noted report and adopted the three recommendations contained therein.

Dave Ellenwood  
 DIRECTOR PARKS, RECREATION AND CULTURAL SERVICES

MC:tc

Attachment

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Copied to: Director Finance  
 City Solicitor

**TO:** CHAIR AND MEMBERS  
PARKS, RECREATION & CULTURE COMMISSION

**FROM:** DIRECTOR PARKS, RECREATION &  
CULTURAL SERVICES

**SUBJECT:** 2008/2009 FACILITY USE FEE SCHEDULE FOR PARKS, RECREATION  
AND CULTURAL SERVICES

**RECOMMENDATIONS:**

1. **THAT** Council be requested to approve the 2008/2009 Facility Use Fee Schedule (Attachment "A") as outlined in this report.
2. **THAT** The 2008/2009 Program and Services Fees (Attachment "B") be approved.
3. **THAT** Council be requested to bring forward the:
  - Burnaby Recreation Fees and Admissions Bylaw 2008
  - Burnaby Shadbolt Centre and Burnaby Art Gallery Rental Fees Bylaw 2008
  - Burnaby Village Museum Fees Bylaw 2008

**REPORT**

**A. BACKGROUND**

Each spring Commission receives a report outlining the recommended fee structure for the upcoming year's parks, recreation, and cultural services. Fees are established at this time to enable staff to better project revenues during the Provisional Budget process. As well, the new 2008/2009 rates will be advertised in the Fall/Winter Leisure Guide, to be distributed in August.

The City of Burnaby's Finance Department recommends the inflationary factor of 2.4% based on 5 year historical trends, economists' projections, and the Consumer Price Index for B.C.

To: Parks, Recreation & Culture Commission  
From: Director Parks, Recreation & Cultural Services  
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Market research on comparable admission rates, programs and services throughout the Lower Mainland is conducted annually to ensure that the City of Burnaby fees remain reasonable and competitive. As well, the results of an extensive program and services fees survey conducted by the British Columbia Recreation and Parks Association is part of the analysis. Based on this research and analysis, it is recommended that the Facility User Fees, and Program and Services Fees increase by 2.4% in most areas.

This increase is applicable to all bylaw and non bylaw fees. The 2.4% increase is necessary to offset inflationary increases in supply and some labour costs. There are exceptions to the recommended increase that are primarily based on fluctuations in the market or increased costs. These exceptions are detailed in the following information.

In 1997, Commission approved a Value Statements document (Attachment "C") and Operating Principles document (Attachment "D"), that gives pricing guidelines that provide a framework for fees and charges and guidance to staff when establishing rates for registered programs and services.

The current practice of rounding single admission rates to the nearest nickel will be continued for the ease of cash handling.

The fees and charges process consists of the following two components:

1. Burnaby Facility Use Fee Schedule Bylaw

This document is required under the conditions of the Community Charter. The bylaw covers all fees and charges related to admissions, allotments or rental usage of recreation/culture buildings and facilities. The bylaw is established on an annual basis and does not cover program registration fees.

2. Program and Service Fees

This document establishes the rates for registered programs and services.

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**B. CHANGES TO FEES THAT DIFFER FROM THE INFLATIONARY INCREASE**

**a) Proposed Adjustments to the 2008/2009 Facility Use Fee Schedule Bylaw**

**i. Increases Above Inflation**

Staff conduct surveys to determine the market range and recommend fees which are fair market price. The market price reflects the effects of supply and demand on the service area. The following areas are currently not in the mid market range:

- |                             |  |
|-----------------------------|--|
| Picnic Site Allotments      | - Barnet<br>- Central Park<br>- Fraser Foreshore<br>- Confederation Park   |
| Outdoor Special Events      | - Simple<br>- Complex  |
| Sport Field Allotments      | - Private Allotments<br>- Youth/Artificial Turf/Tournaments<br>- Adult/Artificial Turf Fields<br>- Cancellation Fee<br>- No Show Fee |
| Swangard Stadium Allotments | - Junior and Schools   |
| Standard Weight Room        | - All admission types  |

**ii. New Fees**

New fees are developed for service areas to reflect changing trends, consumer demands, or may be the result of the re-structuring of a service area. The following new fees are being recommended:

- |                                  |                                  |
|----------------------------------|----------------------------------|
| Burnaby Lake Sports Complex West | - Storage Locker Rental          |
| Swangard Stadium                 | - Tent Rental                    |
| Sports Fields                    | - Tournament – per Field/Diamond |
| bActive Pass                     | - Employee Pass Program          |

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### **iii. Maintain Current Fee or Increase Below the Inflation Rate**

The following fees are at the high end of the market range so no increase or a below inflation rate increase is being recommended:

Swangard Stadium	- Event Parking
Sport Fields	- Equipment Storage Fee
Burnaby Village Museum	- Discovery Room/Ice Cream Parlour - Carousel Pavilion - Entire Site Rental - Picnic Area - All Admission Types
Shadbolt Centre	- Outdoor Concert Bowl

### **b) Proposed Adjustments to 2008/2009 Program and Service Fees**

Staff also conduct market surveys and price comparisons for these Program and Services. The majority of the non-bylaw fees will increase by the inflationary rate only. Exceptions are recommended when current fees are not within the market range or program costs have significantly increased. Occasionally a re-design of a service area may be recommended in order to keep current with trends or to implement a re-structuring strategy which may impact fees.

#### **i. Increases Above Inflation**

Outdoor Programs	- Sailing Lessons - Ocean Kayaking - Kayaking/Pool
General Programs	- Table Tennis - Fine Arts Programs (except for specialized music programs)
Fitness/Wellness	- Yoga - Pilates

#### **ii. New Fees**

Outdoor Programs	- Youth Kayaking
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#### **iii. Fee Deletions**

General Programs	- 24 Miscellaneous Program Fees
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### **C. SUMMARY**

According to local market research and the British Columbia Recreation and Parks Association's survey of programs and services fees, the proposed 2008/2009 Facility Use Fee Schedule and Program and Service Fees are reasonably priced. The recommended adjustments will assist in providing the best possible service to Burnaby residents at appropriate rates for the convenient, quality services. In addition, with fair and competitive fees, sufficient revenue is generated to offset inflationary increases.



Dave Ellenwood  
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

JM: km  
Attachments(4)

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FEES AND CHARGES VALUES STATEMENTS

WHILE IT IS RECOGNIZED THAT ALL RECREATIONAL SERVICES ARE SUPPORTED BY SOME DEGREE OF SUBSIDIZATION, THE FOLLOWING VALUES REFLECT SPECIFIC AREAS WHICH WILL RECEIVE HIGHER LEVELS OF SUBSIDY:

- THE IMPORTANCE OF RECREATIONAL ACTIVITIES TO CERTAIN AGE GROUPS IS RECOGNIZED.
  - There is a great long term benefit to the community when preschoolers, children, and youth are involved in recreational activities.
  - Seniors' mental and physical health is greatly enhanced through their participation in recreational activities.
  
- THE PROMOTION AND CELEBRATION OF COMMUNITY SPIRIT AND CULTURAL HARMONY THROUGH PARTICIPATION IN RECREATIONAL OPPORTUNITIES IS VERY IMPORTANT TO THE HEALTH OF THE BURNABY COMMUNITY.
  - Services which include the opportunity for involvement of community members in the planning and leading of a recreational activity will receive greater level of subsidization.
  
- PARKS AND RECREATION PROGRAMS AND SERVICES ARE ESSENTIAL TO THE WELL-BEING OF THE COMMUNITY THEREFORE THEY NEED TO BE AFFORDABLE.
  - Community members will have the opportunity to participate in a range of low cost or no cost recreational activities.
  
- BEGINNER OR ENTRY LEVEL PROGRAMS HEIGHTEN AWARENESS AND ENCOURAGE INVOLVEMENT IN NEW RECREATIONAL EXPERIENCES.
  
- GROUP PARTICIPATION PROVIDES OPPORTUNITIES FOR COMMUNITY MEMBERS TO INTERACT, WHICH IN TURN BENEFITS THE COMMUNITY AS A WHOLE.
  - Services which are for groups, rather than individuals, will receive higher levels of subsidization.
  
- THE PARTICIPATION OF PERSONS WITH ANY TYPE OF DISABILITIES IS VALUED AND ENCOURAGED. FACILITIES, PROGRAMS AND SERVICES WILL BE ACCESSIBLE.
  
- RECREATIONAL OR CULTURAL ACTIVITIES THAT PROMOTE GOOD HEALTH AND DISEASE PREVENTION THROUGH PHYSICAL ACTIVITY CONTRIBUTE TO THE WELL-BEING OF THE COMMUNITY.