

Parks, Recreation, and Forestry Department

To: Parks, Recreation, and Forestry Commission

From: Kristine Butteris, Parks, Recreation, and Forestry Director

Date: 1/20/2025

Subject: Review and take action: Event Rental Fee Adjustment

Background

For the past two years the 4th of July Committee has come before the Parks, Recreation, and Forestry Commission to ask for a reduction in rental fees for their special event. Their rental consists of Riverside Park Shelters (Seven), 10 additional picnic tables, 24 orange boards, Amplified Music Permit, Screens for Upper Pavilion, 12 additional trash cans, and one row of snow fence and standards totaling \$1,042.00. They have asked for an adjustment from \$1,042.00 to \$500.00.

Budget Goal

Fosters community growth by assessing opportunities, stakeholder input, environmental needs, and modern code and policy priorities

Financial Impact

Revenue would be impacted.

Recommendation

As our fees increase and we look towards more maintenance of facilities, A fee reduction would assist in the longevity of the event. Looking at different options other than a set rate per year would be ideal.

Motion: Reduce park rental fees for the 4th of July Celebration by X%.

2025 Operational Goals

The purpose of our operational goals is to identify, prior to the budgeting process, what work the city intends to achieve in 2025. The goals should align with our mission. Not only will the operational goals inform budget prioritization, but they will also guide the creation of the 2025 Department Work Plans.

Present a budget that (in no particular order):

1. Invests in the strategic planning and maintenance of our city buildings
2. Proactively maintains and improves our parks and infrastructure to ensure safety, quality, and equity
3. Supports employee retention and growth, while also evaluating operations and the associated staffing
4. Fosters community growth by assessing opportunities, stakeholder input, environmental needs, and modern code and policy priorities
5. Maintains a safe and healthy community, with an eye toward future needs and trends