

STAFF REPORT TO FINANCE AND AUDIT COMMITTEE

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DATE: August 21, 2019

TO: **STANDING COMMITTEE ON FINANCE AND AUDIT**

NAME AND TITLE: Adam Davey, Associate Director of Community Services

SUBJECT: 2020-2023 Aquatics Fees and Charges

ATTACHMENT(S): Proposed Fees and Charges 2020-2023 (Schedule B-4)

RECOMMENDATION(S):

That the Committee:

1. RECOMMEND to Council approval of a 3% increase for each year inclusive of 2020-2023 of Schedule B-4 Aquatics - Comprehensive Fees and Charges Bylaw No. 7557, 2004; and
2. RECOMMEND to Council the approval of all amendments to the "Comprehensive Fees and Charges Bylaw (Schedule B-4 Aquatics) No. 7557, 2004"

PURPOSE:

The Standing Committee on Finance and Audit is requested to review the financial information described in this report and approve the proposed approach with respect to Fees and Charges Bylaw (Schedule B-4 Aquatics) for 2020 -2023.

STRATEGIC PRIORITIES:

The City's Fees and Charges Bylaw supports Council's priorities of Sustainable Fiscal Management, Sustainable Infrastructure and Organizational Excellence.

POLICY/REGULATORY ANALYSIS:

Sustainable Finance Guideline #4 provides guidance for user fees along with Section 194 of the Community Charter. The City of Prince George provides aquatic services that benefit the community funded through subsidized user fees.

FINANCIAL CONSIDERATIONS:

The Comprehensive Fees and Charges (Schedule B-4 Aquatics) was updated in 2017 and provided 3% rate increases annually to the end of the 2019 calendar year. It is recommended to provide stable annual increases of 3% to these charges every year until the end of 2023 at which time, the next Council would then set the rates for future years.

The proposed 3% increase is to partially recover costs through user fees at a consistent and predictable rate to which the user has been and continues to be accustomed. 3% is a balance of numerous cost-driving factors:

- Electricity – 2.0%
- Natural Gas – 1.0%
- Labour – 2.0%*
 - *Significant consistent annual labour fluctuations:
 - Average staffing levels of 65, to include an average annual replacement of 23 Lifeguards/Instructors (of the 65 staff, 9 are high school students, and 42 are college/university students)
 - As a result, training costs to meet safety standards remain high
 - Lifeguard to Swimmer ratios continue to increase with evolving safety legislation
- The intent is to remain within the 5-year average of the operational cost-recovery rate of approximately 39% (spread of approximately 35% - 42% over previous 6 years)
- Average City subsidy per pool visit is \$12.82
- Capital Construction Costs – 5.0%
- Switch from chlorine gas to much safer liquid chlorine – annual additional cost of \$75,000

It should be noted that the operational / personnel cost drivers, although known, fluctuate from year to year. 3% represents a predictable average to ensure consistent service level costs to users.

Changes to Fees and Charges (Schedule B-4 Aquatics) are as follows:

B-4 (a)

- Update the Aquatic Public Admission category from “Household Discount Rate” to “Family 1st and Family Additional”.
- Update the “Advance Book/Tickets/Punch Card Rates” title to “Advance 10 Visit Admission (swipe/punch card) Rates”.
- Update the “Monthly Passes” title to “Swim Pass”.
- Remove all references to Group and Corporate memberships.
- New title and description of “Family Pass”.
- Update the “Life Saving and Leadership Courses” title to “Leadership Courses” with improved clarity of description.
- Update staff titles to the current organizational structure.
- Update “Promotional Fees” description information to include “single admissions, donation request by non-profit group and Special Events”.
- Remove “Rental Terms and Conditions and Insurance”.

B-4 (b)

Public Admissions: 3% increase each year inclusive of 2020 through 2023 which include:

- Adult, senior, youth student, child, 1st family, Family Additional
- Advance 10 visit Admissions
- One, three, six and twelve-month Pass
- New First Family Adult and Family Additional Pass (one, three, six and 12-month)
- Removal of the Group Membership Passes

B-4 (c)

Lane and Pool Recreation Hourly Rental: 3% increase each year inclusive of 2020 - 2023 which includes:

- Standard
- Discount Adult
- Discount Youth

B-4 (d)

Dry Room Recreation Hourly: 3% increase each year inclusive of 2020 - 2023 which includes:

- Meeting Room (Aquatic Centre and Four Seasons)
- Removal of the weight room

B-4 (e)

Two Dollar Admission (No fee updates proposed)

- Language update to include "Two-dollar admission does not apply to school bookings or group bookings/sign-in Groups".

B-4 (f)

Locker Rentals (No fee updates proposed)

- Remove monthly lockers
- Remove medium lockers
- Update locker sizes to small and large

B-4 (g)

Swim Lessons: 3% increase each year inclusive of 2020 - 2023 which includes:

- Preschool (30 min)
- Tot Parent Participation (30 min)
- Youth (30 min)
- Youth (45 min)
- Youth (60 min)
- Private (30 min)
- Semi-Private (30 min)
- Leadership
- SD #57 (30 min)
- Adult (60 min)

B-4 (h)

Aquatic Birthday Parties: 3% increase each year inclusive of 2020-2023 which includes:

- Birthday Party-Includes ½ hour games and room
- Removal of Birthday Party with no room

SUMMARY AND CONCLUSION:

Council has a strategic priority for continuing progressive and responsible fiscal management. The committee is asked to provide endorsement of the proposed 3% annual fee increases that represent stable, predictable and consistent increases for the next four years that maintain the current cost recovery rates within the Aquatic Division.

RESPECTFULLY SUBMITTED:

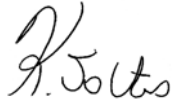


Adam Davey, Associate Director of Community Services

REPORT PREPARED BY:

Jim Worthington, Manager, Aquatics Division

APPROVED:



Kathleen Soltis, City Manager

Meeting date: September 9, 2019

"B- 4"

COMMUNITY SERVICES

Fees and Charges for Aquatics

EFFECTIVE: JANUARY 1, 2020

B-4(a)

Definitions and Terms and Conditions of Rentals:

Definitions

Recreation /Leisure Activities

Includes a variety of leisure pursuits such as sports {swimming, diving, synchronized swimming, water polo}, fitness activities and unstructured play where participation in the activity is the main purpose.

Aquatic Public Admission categories

The following public admission categories identify the age for all customers attending public swimming at the aquatic facilities. Customers are required to pay the appropriate admission rates for each category listed.

Senior:	60 years of age and older
Adult:	19 years to 60 years
Youth/Student:	13 to 18 years of age and students with valid full-time student cards
Child:	3 to 12 years of age
Toddler (preschooler):	2 years of age and younger
Family 1 st Adult:	Adult with their children/youth 18 years of age and younger
Family Additional	Additional family accompanied with Family 1 st Adult (children/youth 18 years and younger/second parent)

Advance 10 Visit Admission (swipe/punch card) Rates

The advance purchase of 10 admissions per one age category is calculated at a 15% discount.

Swim Pass

The advance purchase of a one-month pass providing unlimited access for one person to all public access areas is calculated as 3 visits X 4 weeks less 15% per category.

The advance purchase of a three-month pass providing unlimited access for one person to all public access areas is calculated as 3 X 1 month pass less 15% per category.

The advance purchase of a six-month pass providing unlimited access for one person to all public access areas is calculated as 6 X 1 month pass less 20% per category.

The advance purchase of a twelve-month pass providing unlimited access for one person to all public access area is calculated as 12 X 1 month pass less 25% per category.

Family Pass

The advance purchase of a one, three, six or twelve-month family pass plan applies to the family 1st adult category and the family additional category. The family 1st adult rate is equivalent to the youth/senior pass rate. The family additional is equivalent to the child pass rate.

Red Cross Swim Lessons:

Rates based on 30 minute lessons and includes: parent participation, child, youth, adult, private, semi-private

Leadership Courses:

Rate based on half the 60 min youth rate plus affiliate fees, manuals, and instructor preparation time. Courses offered by the Canadian Red Cross and the Lifesaving Society.

Standard:

This rate is applied to all bookings. The standard rate applies to hourly adult or youth renters offering programs for a fee, with the intention of personal or organizational gain and/or where admission fees are charged and the community is not the main beneficiary. It includes recreational rentals by private or commercial organizations.

Discount Youth:

A discount rate is available to any Prince George based not-for-profit group or registered society organizing leisure opportunities for individuals 18 years of age and younger including all tournaments, practices and competitions that are part of the regular program.

Discount Adult:

A discount rate is available to any Prince George based not-for-profit group or registered society organizing leisure opportunities for individuals 19 years of age and over, or any combination of individual 19 years and over and 18 years of age and younger.

Set-up and Take-down Rates:

Staff costs including benefits are charged for all event set-up and take downs. The City of Prince George reserves the right to charge rental rates for space that is not available for other use due to extensive facility preparation for customer requirements. Includes swim meet set-up and takedown.

Lifeguard Charges:

All rental rates are subject to lifeguard charges, which are based on a Lifeguard II rate and benefits. The cost of the lifeguard for a single 25-meter lane is calculated on the following formula. Per lane cost = Lifeguard II rate (plus benefits) X 1.5 lifeguards/16 lanes. When the hourly rate for a lifeguard increases, the charges for lifeguards will increase in accordance to the increases in the CUPE collective agreement. The number of lifeguards required is subject to the provincial regulation and industry standards.

Statutory Holidays Rates:

Facilities are closed on Christmas Day and Boxing Day (or other statutory holidays dependent on the City's annual budget and as defined in the collective agreement with CUPE Local 1048.) Customers wishing to rent on a statutory holiday outside of statutory holiday operating hours will be charged additional staff labour and benefits costs. Each booking may require a minimum of two hours.

Promotional Fees

The Director of Community Services or his/her designate may approve the following promotional rates:

- Single Admissions/Two admissions for the price of one for community special events or donation requests by non-profit group
- 25% discount for public admissions for community service organizations providing social programs.
- Free admission for customer service problems
- Reduced admission prices for low use periods
- 15% discount for groups of 10 or more who book in advance
- Special Events - reducing or waiving regular admission rates

Event Rates – Negotiations

The Director of Community Services or his/her designate may negotiate rental rates lower than those rates outlined in this bylaw when the hosting of an event in a City of Prince George facility may generate substantial event tourism dollars for the community at large.

Aquatic Admissions and Rental Fees

Four Season Leisure Pool (FSLP) & Prince George Aquatic Centre (PGAC)

B-4(b)

Public Admissions (taxes not included) FSLP&PGAC	Rates Effective Jan 1st-Dec 31st			
	2020	2021	2022	2023
Adult	\$7.11	\$7.32	\$7.54	\$7.77
Senior	\$5.36	\$5.52	\$5.68	\$5.85
Youth/Student	\$5.36	\$5.52	\$5.68	\$5.85
Child	\$3.81	\$3.93	\$4.04	\$4.16
1st Family Adult	\$5.36	\$5.52	\$5.68	\$5.85
Family Additional	\$3.81	\$3.93	\$4.04	\$4.16
Advance 10 Visit Admissions				
Adult	\$60.41	\$62.22	\$64.09	\$66.01
Senior	\$45.53	\$46.89	\$48.30	\$49.75
Youth/Student	\$45.53	\$46.89	\$48.30	\$49.75
Child	\$32.39	\$33.37	\$34.37	\$35.40
One Month Pass (taxes not included)				
Adult	\$72.10	\$74.26	\$76.49	\$78.78
Senior	\$55.62	\$57.29	\$59.01	\$60.78
Youth/Student	\$55.62	\$57.29	\$59.01	\$60.78
Child	\$39.14	\$40.31	\$41.52	\$42.77
First Family Adult	\$55.62	\$57.29	\$59.01	\$60.78
Family Additional	\$39.14	\$40.31	\$41.52	\$42.77
Three Month Pass (taxes not Included) (15% discount)				
Adult	\$184.37	\$189.90	\$193.70	\$199.51
Senior	\$140.08	\$144.28	\$148.61	\$153.07
Youth/Student	\$140.08	\$144.28	\$148.61	\$153.07
Child	\$99.91	\$102.91	\$105.99	\$109.17
First Family Adult	\$140.08	\$142.28	\$148.61	\$153.07
Family Additional	\$99.91	\$102.91	\$105.99	\$109.17
Six Month Pass (taxes not Included) (20% discount)				
Adult	\$347.11	\$357.52	\$368.25	\$379.30
Senior	\$263.68	\$271.59	\$279.74	\$288.13
Youth/Student	\$263.68	\$271.59	\$279.74	\$288.13
Child	\$187.46	\$193.08	\$198.88	\$204.85
First Family Adult	\$263.68	\$271.59	\$279.74	\$288.13
Family Additional	\$187.46	\$193.08	\$198.88	\$204.85

Twelve Month Pass (taxes not included) (25% discount)				
Adult	\$649.93	\$669.43	\$689.51	\$710.20
Senior	\$495.43	\$510.29	\$525.60	\$541.37
Youth/Student	\$495.43	\$510.29	\$525.60	\$541.37
Child	\$352.26	\$362.83	\$373.71	\$384.92
First Family Adult	\$495.43	\$510.29	\$525.60	\$541.37
Family Additional	\$352.26	\$362.83	\$373.71	\$384.92

B-4(c)

lane and Pool Recreation Hourly Rental (subject to lifeguard charges)		Rates Effective Jan 1st- Dec 31st			
		2020	2021	2022	2023
1 x 25 metre (FSLP & PGAC)	Standard	\$19.78	\$20.37	\$20.98	\$21.61
	Discount Adult	\$12.15	\$12.52	\$12.89	\$13.28
	Discount Youth	\$8.55	\$8.81	\$9.07	\$9.34
Main or Leisure Pool (FSLP)	Standard	\$154.50	\$159.14	\$163.91	\$168.83
	Discount Adult	\$96.82	\$99.72	\$102.72	\$105.80
	Discount Youth	\$66.95	\$68.96	\$71.03	\$73.16
Main or Leisure Pool (PGAC)	Standard	\$321.36	\$331.00	\$340.93	\$351.16
	Discount Adult	\$196.73	\$202.63	\$208.71	\$214.97
	Discount Youth	\$138.02	\$142.16	\$146.43	\$150.82
Dive Tank (FSLP)	Standard	\$33.89	\$34.90	\$35.95	\$37.03
	Discount Adult	\$22.25	\$22.92	\$23.60	\$24.31
	Discount Youth	\$14.83	\$15.28	\$15.74	\$16.21
Dive Tank (PGAC)	Standard	\$94.76	\$97.60	\$100.53	\$103.55
	Discount Adult	\$56.65	\$58.35	\$60.10	\$61.90
	Discount Youth	\$37.08	\$38.19	\$39.34	\$40.52
1 Diving Board (FSLP & PGAC)	Discount Adult	\$7.93	\$8.17	\$8.41	\$8.67
	Discount Youth	\$5.15	\$5.30	\$5.46	\$5.63
Movable Floor (PGAC)	Discount Adult	\$37.08	\$38.19	\$39.34	\$40.52
	Discount Youth	\$26.78	\$27.58	\$28.41	\$29.26

B-4(d)

Dry Room Recreation Hourly		Rates Effective Jan 1st- Dec 31st			
		2020	2021	2022	2023
Meeting Room Aquatic Centre Four Seasons	Hourly	\$15.45	\$15.91	\$16.39	\$16.88
	Daily	\$62.83	\$64.71	\$66.66	\$68.66
	Evening	\$30.90	\$31.83	\$32.78	\$33.77

B-4(e)

Two Dollar Admission (tax not included)}	FSLP	PGAC
Monday - Friday	12:00 pm - 1:00 pm	12:00 pm - 1:00 pm
Monday - Friday	2:00 pm - 3:00 pm	2:00 pm - 3:00 pm
Monday - Thursday	N/A	9:00 pm - 10:00 pm
Swim Lessons	Customers registered in swimming lessons (caregiver included) may swim before or after lessons	
Pro-D Days/Non Instructional Days	Two Dollar Admission Swims are valid during all School District #57 Professional Development Days.	
Two-dollar admission swims are not valid during special events, statutory holidays, school vacations. Two dollar admission does not apply to school bookings or group bookings.		

B-4(f)

LOCKER RENTALS (tax included)	FSLP	PGAC
Small lockers	.25	.35
Large lockers	.50	.70

B-4(g)

Swim Lessons (tax not Included)	Rates Effective Jan 1st- Dec 31st			
	2020	2021	2022	2023
Preschool (30 min)	\$7.21	\$7.43	\$7.65	\$7.88
Tot Parent Participation (30 min)	\$6.90	\$7.11	\$7.32	\$7.54
Youth (30 min)	\$6.90	\$7.11	\$7.32	\$7.54
Youth (45 min)	\$8.14	\$8.38	\$8.63	\$8.89
Youth (60 min)	\$10.40	\$10.72	\$11.04	\$11.37
Private (30 min)	\$24.72	\$25.46	\$26.23	\$27.01

Semi-private	1st person pays private lesson rate and each additional person pays public admission rate plus applicable candidate fees			
Leadership (30 min)	\$5.20	\$5.36	\$5.52	\$5.68
School District #57 (30 min)	\$5.52	\$5.69	\$5.86	\$6.03
Adult (60 min)	\$10.51	\$10.82	\$11.15	\$11.48
Notes: Candidate Fee included in the swim lesson rate Lifesaving and leadership courses do not include affiliate fees, manuals and instructor preparation School District #57 rate includes applicable candidate fee				

B-4(h)

Aquatic Birthday Parties (tax not Included)	Rates Effective Jan 1st- Dec 31st			
	2020	2021	2022	2023
Birthday Party - Includes 1/2 hour games for up to 10 children and room rental	\$74.16	\$76.38	\$78.68	\$81.04