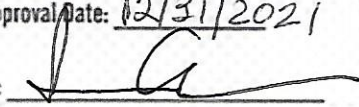




Director Approval - Original Approval Date: 12/31/2016
Update Approval Date: 12/31/2021
Signature: 

PARKS & RECREATION

Date: 12/31/2016 Updated: 12/31/2021 Date To Be Reviewed: Five Years – 12/31/2026

Title of Document: 6.1.1.A LOPR_Resident/Non-Resident Policy for Recreation Programs

Background:

As an outcome of the defined goals and actions of the Parks & Recreation Department Recreation Division's Strategic Plan 2012-2017 and as a result of specific interest and direction from City Council, a project was initiated to evaluate current qualification criterion and pricing practices related to Lake Oswego residents and non-residents.

The data gathering for this project included seeking residency definition and pricing practices input from program managers across the Department, reviewing the current Master Fee Schedule, identifying the various existing definitions of resident and non-resident as they relate to the participation eligibility and pricing of programs, and obtaining specific feedback on recommendations from the Parks & Recreation Advisory Board.

This policy is an outcome of the project and is scheduled for implementation to coincide with the beginning of fall season catalog classes September 1, 2013 and schedule to be reviewed every 5 years.

General Recreation Program Recommendation Resident/Non-resident Fee Structure:

A.) Establish Consistent Residency Criteria

Use a consistent approach for determining residency (based on payment of Lake Oswego taxes that contribute to funding Parks & Recreation programs and services):

- An individual who resides inside the incorporated city limits of Lake Oswego
- An individual who resides within the LO School District boundaries
- A student attending a Lake Oswego School District school.

B.) Establish consistent programming fee models for all classes, camps, workshops, league teams and activities offered by Lake Oswego Parks and Recreation Department

Recommendation is to require Non-Resident fees for all activities and services offered by LOPR with exception of:

EVENTS: Farmers' Market Vendor Fees

GOLF: Driving Range Fees

PERMITS: Filming and Photography Services and Special Event Application Fees



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C.) Use current Master Fee Schedule maximum rate for Non-Resident Program Fees

Use a consistent department wide method for Non-Resident Fee calculation at 1.5 times the Resident fee rate:

- For example: Resident fee is \$11.00 x 1.5=\$16.50, Round up, Non-Resident rate is \$17.00. Note that the 85% resident participation and 15% non-resident participation is established using averaging from program participation information tracked over the years.

D.) Calculate Non-Resident Fees based on threshold calculations as follows:

- Program fees priced from \$1-\$50: Resident Fee at 1.5 times (i.e. \$10 x 1.5 = \$15)
- Program fees priced from \$51-\$99: Resident Fee at 1.25 times (i.e. \$60 x 1.25 = \$75)
- Program fees priced from \$100+: Resident Fee at 1.15 times (i.e. \$100 x 1.15 = \$115)

E.) Resident rate available to City of Lake Oswego employees as a Health and Wellness benefit:

- The City of Lake Oswego is committed to the health and well-being of its employees. The City offers resident rates to City employees and family members in the same household for any Lake Oswego Parks & Recreation (LOPR) activity. Employees interested in registering for activities and using the resident rates should contact the LOPR registrar at 503-675-2549.

Responsibility/Contacts: Deputy Director Recreation, Administrative Assistant