

# STAFF REPORT

## *City Council Consent Item*

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**DATE:** February 6, 2023

**TO:** Honorable Mayor and Council Members

**FROM:** Aaron Felmlee, Finance Director  
Jennifer Lourenzo, Conference Center Manager

**THROUGH:** Merritt Perry, City Manager

**SUBJECT:** Amend the City's Annual Fee Schedule for Fiscal Year 2022-23 to Provide for Amended Rental Rates for the Use of the River Lodge and Monday Club  
*Resolution 2023-03*

### **STAFF RECOMMENDATION:**

Staff recommends that City Council amend the River Lodge and Monday Club fee schedule by adopting Resolution 2023-03.

### **EXECUTIVE SUMMARY:**

Riverlodge staff have been working diligently on implementing a new software product, Tyler Parks and Recreation Program (TPAR) that staff will be utilizing to receive payments, reservations, etc. As part of the implementation process, it has become necessary to make changes to the River Lodge and Monday Club's Fee Schedule in order to provide for a more straightforward and streamlined reservation process within the system.

Council approved changes at the January 17 Council meeting. Staff are requesting two additional changes, one to the base kitchen fee of \$10 and two the removal of the setup fee at the Monday Club. These were inadvertently left out of the last fee schedule revision.

For additional detail, *Resolution 2023-03* with Exhibit "A" is attached as well as PDF of the River Lodge and Monday Club Fee Schedule showing removed text in red, and a column for proposed rate changes in the middle.

### **FISCAL IMPACT:**

Staff does not anticipate additional revenue from these changes, as they are an existing fee that was inadvertently omitted in the last fee schedule change.

### **RECOMMENDED ACTION:**

Adopt *Resolution 2023-03*. Consent agenda vote.

### **ATTACHMENTS:**

- *Resolution 2023-03, a Resolution of the City Council of the City of Fortuna amending the City's annual fee schedule for Fiscal Year 2022-2023 to provide for amended rental rates for the use of the River Lodge and Monday Club*
- River Lodge and Monday Club Fee Schedule