

Park Fees Waiver Policy Review

Parks Advisory Board

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March 10, 2020



Parks Fee Waiver Policy: Background

How / When

- Reviewed, approved by PAB - March 2017
- Returned October 2017 with seasonal results

Why

- Need for tool to address requests to waive event, parking fees for events
- High volume anticipated; equity
- Parking fee collection reinstatement



Parks Fee Waiver Policy: Overview

Policy Highlights

- Focus 17 & under; educational, once per year
- Event submits application
- Parks & Lands Division Manager can approve
- Denial can appeal to County Manager
- RCO - YAF



Parks Fee Waiver Policy: Next Steps

Input

- Review, guidance on existing policy, criteria
- Recommendations, additions, alterations
- Renew if/as appropriate
- Update, make changes
- Return for final review, approval



Thank you!

Comments and questions

Clark County Parks and Lands

4700 NE 78th St.

Vancouver, WA 98666



CLARK COUNTY PUBLIC WORKS POLICY



19.22 POL – Parks Fee Waivers

Waiving reservation, permit or parking fees

Sponsor: Parks and Lands Division

Approved by: Heath Henderson, P.E.
Public Works Director/County Engineer

Effective date: May 1, 2017

Cancel: N/A

Next review date: May 1, 2020

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1. Clark County Parks recognizes the value of organizations that sponsor events with a primary focus on youth education or engagement for Clark County residents, 17 and younger.
 2. Clark County Parks will consider waiving fees for exclusive use permits, parking and sports field, building or picnic shelter reservations for youth education or engagement events.
 3. Youth-oriented events typically occur once a year and are not a series of events.
 4. Parking fees will be waived for volunteers at County organized volunteer events on the date of the scheduled activity. The Volunteer Program Coordinator will provide guidance to volunteers regarding parking fee waivers.
 5. The Clark County Parks Manager has broad discretion to determine whether an event provides educational or engagement value for youth and should be eligible for waived fees.
 6. Events that receive fee waivers cannot discriminate based on race, color, religion, creed, sex, national origin, age, marital status, disability, sexual orientation/gender identity, veteran status or any other status protected by law.
 7. Applicants who have previous violations of Clark County Codes or park rules or who are delinquent in paying parks permit, reservation or parking fees will not be eligible for reduced or waived fees.
 8. Applicants seeking a fee waiver must submit a written application to Clark County Parks at least 30 days prior to the event.
 9. Applicants must address the following items in their applications:

- 9.1 Basic information for the date, time and type of the event, as well as expected attendance.
 - 9.2 How the event provides educational or engagement value for Clark County youth.
 - 9.3 Brief history of the event, along with information about its sponsor(s).
 - 9.4 Any in-kind services that will be provided for waived fees, such as paying for garbage, portable toilets, security and cleanup.
 - 9.5 How the event will recognize Clark County Parks as a co-sponsor in all promotional materials and throughout the actual event.
 - 9.6 Any additional information to support the request for waived fees, such as whether an event is primarily for low-income youth or youth with disabilities or behavioral issues.
10. Youth athletic clubs using Luke Jensen Sports Park that have scholarship programs for low-income youth may be eligible for a fee discount. This discount applies only to Field 3 at Luke Jensen Sports Park. To receive a discount, youth athletic clubs must provide detailed information to Clark County Parks, including the number of low-income scholarships provided and the amount of club fees waived because of low-income scholarships.
 11. The Parks Manager, or his or her designee, must approve all fee discounts and waivers.
 12. If the Parks Manager denies an application, the applicant can appeal the decision to the Clark County Manager.
 13. If the Parks Manager denies an application, the applicant will be required to pay all fees, with the understanding that fees will be refunded if the decision is overturned on appeal.
 14. If Clark County Parks agrees to waive parking fees, the applicant will be required to develop and submit a parking pass to Clark County Parks for review and approval. The applicant will be responsible for providing copies of the county-approved parking pass to all event attendees.

See also:

- Clark County Park Rules