

City Council Agenda Item Memo

From: Ashley Rentsch, Finance Director; John Thompson, Public Works Director

Council Meeting: January 27, 2026

Subject: Resolution 26-013: Parks, Recreation, Forestry, and Edgebrook Golf Course 2026 Fees.

Presenter: Ashley Rentsch, Finance Director

Summary and Recommended Action:

Staff recommends approval of the proposed Resolution to establish the 2026 fee schedule for Parks, Recreation, Forestry, and Edgebrook Golf Course. The proposed fees are based on a combination of third-party cost of service study recommendations, program evaluation, operational needs, and peer community comparisons. These fees are scheduled to take effect upon adoption.

Item Details:

Each year, staff reviews fees associated with recreational programming, facility rentals, memberships, and services offered through the Parks, Recreation, and Forestry Department and Edgebrook Golf Course. The goals of this review are to ensure:

- Continued affordability and accessibility
- Equity in cost recovery based on user group and service type
- Consistency with policies and market standards

The 2026 fee schedule includes updates across multiple categories including various shelter and facility rentals and golf course fees.

The proposed Resolution also removes youth and adult programming fees from the Consolidated Fee Schedule to allow flexibility for department leadership to determine, administer, and communicate those fees as necessary due to high variable costs and variety of programming.

Please review Exhibits A and B for detailed information regarding the 2026 Parks, Recreation, Forestry, and Edgebrook Golf Course Fee Schedule.

Legal Consideration:

Fees are adopted annually and as needed by resolution in accordance with City Code and administrative policy. This resolution enables formal approval and public notice of the 2026 fee structure.

Strategic Plan Consideration:

- Fiscal Responsibility – The City of Brookings will responsibly manage resources through transparency, efficiency, equity, and exceptional customer service.
- Safe, Inclusive and Connected Community -

Financial Consideration:

Fees are a key component of the City's cost recovery strategy for recreation services. These adjustments are expected to support continued delivery of valued community services without excessive reliance on General Fund subsidies.

Supporting Documentation:

Resolution

Exhibit A (2026 Fees – clean)

Exhibit B (2026 Fees – marked)