

Request for Decision



To: Regular Meeting
From: **Corporate Services**
Date: April 23, 2018
Subject: Campground Fees and Charges Update
Recommendation: **THAT Council gives final reading to the “City of Grand Forks Fees and Charges Amendment Bylaw No. 1958-A4, 2018”.**

Background

Staff have proposed a revised campground booking procedure to save on the amount of time taken to process cancellations. Currently, visitors pre-pay for their stay and any cancellation means reversing that charge. This often requires more administration time when the payment was made during a reservation in April and the cancellation comes in July or August. The new procedure creates a non-refundable reservation fee and visitors would pay for their stay when they arrive. The only cancellation fee would be for early departures.

Staff considered the risk of an increased rate of no-shows and determined that the potential reduced administration time and reservation fee would offset that risk. The reservation fees would create a revenue pool to make up for any cancellations where the cancellation fee would have previously covered that cost. The Fees and Charges amendment bylaw is presented for its first three readings with the only amendment consisting of a revised Schedule “F”, Campground Fees and Charges.

Council gave the first three readings at the April 9, 2018 Regular Meeting. “**City of Grand Forks Fees and Charges Amendment Bylaw No. 1958-A4, 2018**” is now presented for final reading.

Benefits or Impacts

Strategic Impact



Fiscal Responsibility

- The new procedure is anticipated to reduce the amount of staff time spent administering cancellations.

Policy/Legislation

This amends Schedule “F” of the Fees and Charges Bylaw.

Attachments

City of Grand Forks Fees and Charges Amendment Bylaw No. 1958-A4, 2018

Recommendation

THAT Council gives final reading to the “City of Grand Forks Fees and Charges Amendment Bylaw No. 1958-A4, 2018”.

Options

1. RESOLVED THAT Council accepts the report.
2. RESOLVED THAT Council does not accept the report.
3. RESOLVED THAT Council refers the matter back to staff for further information.

Report Approval Details

Document Title:	RFD 2018 - Fees and Charges for campground RM1.docx
Attachments:	- By1958-A4 Fees and Charges Amendment 2018v2.docx
Final Approval Date:	Apr 16, 2018

This report and all of its attachments were approved and signed as outlined below:

Daniel Drexler - Apr 16, 2018 - 11:39 AM

Diane Heinrich - Apr 16, 2018 - 11:46 AM