

**RESOLUTION NO. 2017-08  
RADNOR TOWNSHIP**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY,  
PENNSYLVANIA, AMENDING THE RADNOR TOWNSHIP 2017  
CONSOLIDATED FEE SCHEDULE CHAPTER 162 FEES UNDER PARKS  
AND RECREATION AREAS.**

*WHEREAS*, the Township of Radnor adopted Ordinance 2016-16, establishing Township fees and costs for calendar year 2017; and

*WHEREAS*, Ordinance 2016-16 permits the Consolidated Fee Schedule to be revised by subsequent resolution of the Board of Commissioners; and


*WHEREAS*, an analysis of the proposed changes within the 2017 Consolidated Fee Schedule has produced a recommendation by the Parks and Recreation Board and by the Administration to include recommended changes in accordance with the attached document for the indicated Parks and Recreation Areas.

*NOW, THEREFORE*, it is hereby **RESOLVED** that the Board of Commissioners of Radnor Township hereby adopts the following amendment to the 2017 Consolidated Fee Schedule in accordance with the attached document regarding Parks and Recreation Areas.

*SO RESOLVED*, at a duly convened meeting of the Board of Commissioners of Radnor Township conducted on this 23<sup>rd</sup> day of January, 2017.

RADNOR TOWNSHIP


By:



Name: Elaine P. Schaefer

Title: President

ATTEST:

  
Name: Robert A. Zienkowski

Title: Township Manager/Secretary

**Radnor Township, PA**  
Consolidated Fee Schedule – Chapter 162 Fees  
Ordinance 2016-16

***Parks & Recreation Fees – Parks & Recreation Board Review January 12, 2017 – RECOMMENDED CHANGES***  
***Note Additional Fee Recommendation by Administration Under Radnor Activity Center***

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Radnor Township, PA  
 Consolidated Fee Schedule – Chapter 162 Fees  
 Ordinance 2016-16

**Parks & Recreation Fees – Parks & Recreation Board Review January 12, 2017 – RECOMMENDED CHANGES**  
**Note Additional Fee Recommendation by Administration Under Radnor Activity Center**

Fee Description	2016	2017
<b>Parks and Recreation – Parks &amp; Recreation Board RECOMMENDED CHANGES - see red font</b>		
<b>General Programming and Events</b>		
Programming and event fees are determined and allocated on an ongoing basis as they are planned. Specific programming and event identification remains under continual development, generally on a seasonal basis and once applicable direct costs are determined. Fees for those specific programs and events are set to cover the direct costs along with attempting to recover the associated overhead for the corresponding program or event. In the majority of circumstances, the direct costs of programming and events are not incurred unless the proceeds collected cover those costs. The Recreation Department determines the fees for programming and events on an ongoing basis throughout the developmental process.		
<b>Administrative Fees</b>		
Refund Fee	\$10% of total fee paid, or a minimum of \$10.00 charge	\$10% of total fee paid, or a minimum of \$10.00 charge
Non-Resident Program or Event Participation Fee	\$30.00 per person per registration	\$30.00 per person per registration
<b>Parks, Picnic Areas, Fields, and Facilities</b>		
Fenimore Woods Pavilion Rental (existing)	\$75.00 Resident	\$75.00 Resident
Clem Macrone Park Pavilion Rental (Proposed New in 2017)	\$150.00 Non-Resident/ Companies	\$150.00 Non-Resident/Companies
Fenimore Woods Pavilion Rental   Restroom Facility Key Replacement Fee	\$15.00 per key	Propose to eliminate in 2017 (not an applicable fee)
Fenimore Woods Pavilion Rental   Sports Kit Rental	\$25.00 per kit	Propose to eliminate in 2017 (not an applicable fee)
Picnic   Court   Park Area Rentals	\$55.00 Resident \$75.00 Non-Resident/ Companies	\$55.00 Resident <del>\$75.00 Non-Resident/Companies</del> \$100.00 Non-Resident/Companies (Recommended Increase to fee)
Photo Permit for Willows Park Grounds		
Photo Permit for Township Park Grounds (Proposed New in 2017 – Expand to all Township Parks)	\$75.00 per hour	\$75.00 per hour \$100.00 Non-Resident/Companies (Recommended add-on fee)

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<p>Field Permitting Fee (to cover the <del>one-time</del> permitting costs for athletic fields)  <u>We are proposing to restructure fee to a three-hour usage vs. what has previously been a 'per usage'.</u>  <u>Additionally, we are proposing to add a Non-Resident/Companies fee to cover the administrative costs of scheduling/managing athletic fields.</u></p>	<p>\$60.00 per field per usage / one-time usage fee</p>	<p>\$60.00 per field / three-hour usage  <del>\$85.00 per field / three-hour usage</del>  <b>Non-Resident/Companies</b>  <b>\$100.00 per field / three-hour usage</b>  <b>Non-Resident/Companies</b>  <b>(Recommended Increase to fee)</b></p>
<p>Adult League Team Field Permit (Softball, Soccer, Baseball, etc.)          [The above fee applies to programs that utilize both Township fields and School District Fields]</p>	<p>\$100.00 per season          Not-to-exceed 10-week period</p>	<p>\$100.00 per season          Not-to-exceed 10-week period</p>
<p>Adult League Team Field Permit (Softball, Soccer, Baseball, etc.)          [The above fee applies to all new requests with full seasonal usage at Township fields]          Field Permitting Fee – For Profit /Restricted Groups, Private Educational Institutions, Organizations or Programs</p>	<p>\$275.00 per season          Not-to-exceed 10-week period          \$15.00 per person per season          Not-to-exceed 10-week period</p>	<p>\$275.00 per season          Not-to-exceed 10-week period          \$15.00 per person per season          Not-to-exceed 10-week period</p>
<p>Field Permitting fees do not apply to Radnor Community Youth Sports Organizations that include Radnor Soccer Club, Radnor Wayne Little League and Radnor Girls/Boys Lacrosse.</p>		
<p>Exceptions for this fee will consist of Radnor Township Restricted Groups, Private Educational Institutions, Organizations or Programs that provide the Township with the equivalent usage of its facility. These occurrences will be documented and provided to the Parks Board &amp; BOC as they are recommended.</p>		
<p>Radnor Memorial Park Turf Field Permit Fee:          [Fee was developed and structured within the Radnor Memorial Turf/Agnes Irwin School Lease Agreement.]</p> <ul style="list-style-type: none"> <li>• Radnor Residents / Radnor Non-Profit Organizations and Groups</li> <li>• Private Educational Institutions, Organizations, or Programs</li> <li>• For-Profit Businesses or Non-Resident Groups</li> </ul>	<p>\$60.00 per usage   One-time usage fee          \$75.00 per hour          \$150.00 per hour</p>	<p>\$75.00 per three-hour usage</p>
<p><u>We are proposing to RESTRUCTURE ABOVE FEE OUTLINE TO THE FOLLOWING:</u></p> <ul style="list-style-type: none"> <li>• Radnor Residents / Radnor Non-Profit Organizations or Programs – <u>We are proposing to increase this fee from \$60 per usage to \$75 per a three-hour usage to cover the administrative costs of scheduling/managing the athletic field.</u></li> <li>• Radnor Private Educational Institutions, Organizations or Programs</li> <li>• Non-Radnor Residents / Non-Radnor Non-Profit Organizations, Educational Institutions, or Programs – <u>this category is proposed to be added in order to</u></li> </ul>		<p>\$75.00 per hour  <del>\$100.00 per hour</del>  <b>\$125.00 per hour</b>  <b>(Recommended Increase to fee)</b></p>

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<p><u>accommodate tier of usage and cover the administrative costs of scheduling/managing the athletic field.</u></p> <ul style="list-style-type: none"> <li>For-Profit Businesses or Non-Resident Groups</li> </ul> <p>We also want to ADD THE FOLLOWING VERBIAGE - The above fees do not apply to Radnor Community Youth Sports Organizations that include Radnor Soccer Club, Radnor Wayne Little League and Radnor Girls/Boys Lacrosse.</p>		<p><del>\$150.00 per hour</del>  <del>\$175.00 per hour</del>          (Recommended Increase to fee)</p>
Radnor Memorial Park Turf Field Lights Fee	\$18.00 per hour	\$18.00 per hour
<b>Radnor Activity Center ("RAC") at Sulpizio Gym Permit Fees</b>		
Group 1   Community service and/or recreation groups which are comprised of or serve the citizens of Radnor Township:		
Group 1: Full Gym per hour	\$50.00 Resident \$90.00 Non-Resident	
Group 2: Non-civic business groups operating for the benefit or profit of a restricted group		
Group 2: Full Gym per hour	\$100.00 Resident \$150.00 Non-Resident	
Birthday Party: 2-hour party with event supervisor		
	\$275.00 Resident \$305.00 Non-Resident \$35.00 per hour	
<b>RAC: Room Rental / No Gym</b>		
We are proposing to RESTRUCTURE ABOVE FEE OUTLINE TO THE FOLLOWING:		
Full Gymnasium Rentals		
<ul style="list-style-type: none"> <li>Radnor Residents / Radnor Non-Profit Organizations or Programs – We are proposing to increase this fee from \$50 per hour to \$60 per hour to cover the administrative costs of scheduling/managing the facility.</li> </ul> <p>The above fees do not apply to Radnor Community Youth Sports Organizations that include the Radnor Youth Basketball League, Radnor Soccer Club, Radnor Wayne Little League and Radnor Girls/Boys Lacrosse.</p> <ul style="list-style-type: none"> <li>Radnor Township Community Youth Sports Organizations operating as non-profit entities only – New Fee Recommended (by Parks &amp; Recreation Board)</li> <li>Radnor Township Community Youth Sports Organizations – for-profit contracted vendors operating on behalf of the non-profit Community Youth Sports Organization – New Fee Recommended by Administration</li> <li>Non-Radnor Residents / Non-Radnor Non-Profit Organizations or Groups – We are proposing to increase this fee from \$90 per hour to \$100 per hour to cover the administrative costs of scheduling/managing the facility.</li> </ul>		<p>\$60.00 per hour</p> <p>\$15.00 per hour</p> <p>\$35 per hour</p> <p><del>\$100.00 per hour</del>  <del>\$110.00 per hour</del>          (Recommended Increase to fee)</p>

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<ul style="list-style-type: none"> <li>Radnor Township Businesses, Educational Institutions, Organizations, or Programs – <u>We are proposing to re-term and increase this fee from \$100 per hour to \$110 per hour to cover the administrative costs of scheduling/managing the facility.</u></li> <li>Non-Radnor Businesses, Educational Institutions, Organizations, or Programs - <u>We are proposing to re-term and increase this fee from \$150 per hour to \$160 per hour to cover the administrative costs of scheduling/managing the facility.</u></li> </ul>		<p align="right">\$110.00 per hour</p> <p align="right"><del>\$160.00 per hour</del>                  \$200.00 per hour                  (Recommended Increase to fee)</p>
<p><u>Birthday Party / Gymnasium: 2-hour party with event leader and party room</u>  <u>We are proposing to increase this fee from \$275 to \$300 for residents and from \$305 to \$330 for non-residents in order to cover the associated administrative and staffing costs.</u></p>		<p align="right">\$300.00 Resident  <del>\$330.00 Non-Resident</del>                  \$350.00 Non-Resident                  (Recommended Increase to fee)</p>
RAC: Room Add-on Fee to Gym Rental	\$25.00 Flat Fee	\$25.00 Flat Fee
<b>Advertising Fee (not applicable to the Township Newsletter)</b>		
Business Card Advertising in Brochure	\$200.00 per Advertisement	\$200.00 per Advertisement
Single Edition Publication   Business Card Advertising in Township / Department Publication for Commercial Business	\$225.00 per Advertisement	\$225.00 per Advertisement
Single Edition Publication - ¼ page Advertising in Township/Department Publication for Commercial Business	\$450.00 per Advertisement	\$450.00 per Advertisement
Single Edition Publication - ½ page Advertising in Township/Department Publication for Commercial Business	\$650.00 per Advertisement	\$650.00 per Advertisement
Single Edition - Full Page Advertising in Township/Department Publication for Commercial Business (does not include inside front or back cover)	\$950.00 per Advertisement	\$950.00 per Advertisement
License Fee Advertising Banners for Encke Fields	\$2,000.00 per Field	\$2,000.00 per Field

**Radnor Activity Center/Financial Performance Analysis**

	2013	2014	2015	2016 <sup>1</sup>	2017 <sup>2</sup>
<b>Revenues:</b>					
Direct	\$ 25,334	\$ 30,930	\$ 37,544	\$ 39,058	\$ 40,000
Indirect <sup>3</sup>	12,287	12,720	13,020	12,256	13,708
<b>Total Revenues</b>	<b>\$ 37,621</b>	<b>\$ 43,650</b>	<b>\$ 50,564</b>	<b>\$ 51,314</b>	<b>\$ 53,708</b>
<b>Expenditures:</b>					
<b>Direct Costs:</b>					
Payroll and Related/OT	-	-	-	7,515	-
Operating	28,600	33,280	39,732	31,162	40,000
	-	-	-	-	-
<b>Subtotal   Direct Costs</b>	<b>\$ 28,600</b>	<b>\$ 33,280</b>	<b>\$ 39,732</b>	<b>\$ 38,677</b>	<b>\$ 40,000</b>
<b>Direct Revenues Over / (Under) Direct Costs</b>	<b>\$ (3,266)</b>	<b>\$ (2,350)</b>	<b>\$ (2,188)</b>	<b>\$ 381</b>	<b>\$ -</b>
<b>Total Revenues Over / Direct Costs</b>	<b>9,021</b>	<b>10,370</b>	<b>10,832</b>	<b>12,637</b>	<b>13,708</b>
<b>Indirect Costs:</b>					
Recreation	36,883	37,926	38,999	40,102	41,235
Public Works	39,564	40,683	41,833	43,016	44,199
IT	5,467	6,191	5,965	6,105	5,955
<b>Subtotal   Indirect Costs</b>	<b>\$ 81,914</b>	<b>\$ 84,800</b>	<b>\$ 86,797</b>	<b>\$ 81,708</b>	<b>\$ 91,389</b>
<b>Total Expenditures</b>	<b>\$ 110,514</b>	<b>\$ 118,080</b>	<b>\$ 126,529</b>	<b>\$ 120,385</b>	<b>\$ 131,389</b>
<b>Net Revenues Over / (Under) Expenditures</b>	<b>\$ (72,893)</b>	<b>\$ (74,430)</b>	<b>\$ (75,965)</b>	<b>\$ (69,070)</b>	<b>\$ (77,681)</b>
<b>Direct Revenue Ratio</b>	0.89	0.93	0.94	1.01	1.00
<b>Total Revenue Ratio</b>	0.34	0.37	0.40	0.43	0.41

<sup>1</sup> 2016 - does not include December actuals

<sup>2</sup> 2017 - as budgeted per adopted Township Budget

<sup>3</sup> Indirect Revenues are calculated based on 15% of the Indirect Costs for providing facility support for RYB annually (based on 300 of 2000 total facility usage hours)

Radnor Activity Center - Outline of Community Usage Cost Scenarios								
Community Sports Organization	Annual Usage Hours/Estimate <sup>1</sup>	Total Revenue/RAC @ \$10 per hour	Total Revenue/RAC @ \$15 per hour	Total Revenue/RAC @ \$20 per hour	Total Revenue/RAC @ \$25 per hour	Total Revenue/RAC @ \$30 per hour	Total Revenue/RAC @ \$35 per hour	Total Loss \$10/hour vs. \$35/hour
Radnor Youth Basketball League	300	\$ 3,000.00	\$ 4,500.00	\$ 6,000.00	\$ 7,500.00	\$ 9,000.00	\$ 10,500.00	\$ (7,500.00)
Radnor Soccer Club/World Cup Sports Academy	35	\$ 350.00	\$ 525.00	\$ 700.00	\$ 875.00	\$ 1,050.00	\$ 1,225.00	\$ (875.00)
Radnor Wayne Little League - Coaches are renting the gym Independent of RWLL/26.5 hrs.	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Radnor Girls/Boys Lacrosse	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	335	\$ 3,350.00	\$ 5,025.00	\$ 6,700.00	\$ 8,375.00	\$ 10,050.00	\$ 11,725.00	\$ (8,375.00)

<sup>1</sup> Based on 2016 usage estimates