

GUIDING PRINCIPLES

1. **Public Benefit:** Consider the broader public interest and benefits derived from the services or activities funded by fees. Ensure that fees with the widest community benefit are the most subsidized, while those with the mostly individual benefit are the least subsidized.
2. **Cost Recovery:** Fees should aim to recover some cost of providing the service or regulating the activity. Conduct thorough cost assessments to determine appropriate fee levels.
3. **Equity and Fairness:** Fees should be fair and equitable, considering the ability to pay and the economic impact on various stakeholders. Consider offering fee waivers or reduced rates for underserved communities.
4. **Legal Compliance:** Ensure that the fee policy aligns with relevant laws, regulations, and statutes. Comply with any legal requirements regarding fee setting, use, and reporting, including GFOA and State Government Codes.
5. **Transparency:** Make fee structures and calculations transparent and easily accessible to the public. Clearly communicate the purpose of the fee, how it is calculated, and where the funds will be allocated.
6. **Stakeholder Engagement:** Involve relevant stakeholders, including concessionaires, community organizations, and the public, in the fee-setting process.
7. **Review and Adjustment:** Regularly review and update fee structures to reflect changing costs, economic conditions, and government priorities.
8. **Efficiency:** Streamline fee collection processes to reduce administrative costs and ensure that fees are collected efficiently.
9. **Periodic Reporting:** Provide regular reports to the public and relevant oversight bodies on fee collection, utilization, and the impact on Park District services and programs
10. **Sensitivity to Economic Conditions:** Be mindful of economic downturns or other unforeseen circumstances that may affect fee payers' ability to meet their obligations.