

I. Call to Order

Members Present: Mary Hussmann, Courtney Blasius, Amanda Goldstein, Hannah Kretvix

City Staff Present: Ray Coffey, John Audy

Guests Present: None

Call to Order by: Mary Hussmann

Meeting Start Time: 6:35 PM

Minutes Recorded by: Hannah Kretvix

II. Public Comment

None

III. Approve Previous Meeting Minutes

Decision: Approved unanimously.

Motion by: Courtney Blasius

IV. City Council and City Staff Liaison Updates

John Audy shared that both he and Ray will sit on the interim police chief advisory committee, as Chief Hebert is retiring. John also shared that recruitment for open positions within the fire department continues to be a challenge, with 9 open positions. John also shared that 219 West Allen Street has generated a number of property complaints, and the city is beginning enforcement actions.

Ray Coffey shared that budget season is upcoming. Ray also shared that planning meetings for Halloween have begun, and there will be a shift in how pumpkin carving is scheduled due to staff time. The week leading up to Halloween will be used as a "carving week," and will look to engage school groups, possibly host carving night at local business. Ray shared that pool season wound down last weekend, and the number of swim tests offered throughout the season eclipsed 1000. Ray reports that pool attendance was variable due to inclement weather/rainy summer, but that on nice days the numbers looked strong. Soccer season has just started and there are 145 youth registered. Ray reports that it continues to be a challenge for staff to transport students to/from practices and games. Additionally, Ray shared that the Americorps program in Winooski is ending, but there has been negotiation with the DREAM program to staff roles previously held by AmeriCorps members. Recruitment for one of these roles is ongoing. Lastly, Ray shared that the O'Brien center is moving along, and is hopeful that the city will reach an agreement with CHT on October 2nd.

V. Inclusion and Belonging Commission Liaison Updates

N/A. It was shared by Ray during the city council update that SHCP would soon have a full-time

liaison from Inclusion and Belonging.

VI. Review Scholarship Policy and Scholarship Program Usage to Date

Ray shared the current scholarship policy with SHCP, and commission did not recommend any changes to policy as it currently stands.

Ray also shared data from department tracking/financial software, which showed amounts paid in fees by families/participants and amounts awarded in scholarships over a several year period. This data showed an increase in participation in rec programming when ESER funding became available and programs were offered for free.

VII. Discussion of Potential Program Fee Structures for the Community Services Department

Ray shared that ESER funding allowed the rec department to demonstrate need (through increased attendance at rec programming, increased diversity in attendance at rec programming etc.) to the city council. The city council has since decided to fund rec programming (in part) through the city's general fund.

Ray shared a document containing the rec department's revenue targets for FY2024. Ray shared that these targets can be met through a number of ways: fees for programs, donations/sponsorships, etc.

Members of the commission asked how fees were determined for programs, and Ray shared that fees are based on cost of program, staffing needs, and transportation needs primarily.

Ray shared that four possible models for fees have been discussed already within the department.

- Income Based Fee Model
- “Tiered” Model (3 Tiers: 1 offered below cost, one at cost, and one above cost. Participants could select a tier.)
- Fee for Service with Scholarships Offered Model
- “Pay What You Can” Model

The commission discussed pros-and-cons of the possible models—including required amount of staff time to support model (ie. processing income information/income verifications, processing scholarship applications, etc.), potential barriers within each model (ie. paperwork burden of income verification for participants, etc.). The commission also discussed that different programs may benefit from different models, and Ray shared that it may be possible to use one model with some programs and another with others. The commission discussed a slight preference for a tiered model, with a need to evaluate meeting of revenue targets if model was implemented.

The commission discussed our “north stars” and goals in deciding upon a model.

Mary, Courtney, Hannah, and Amanda agreed that goals should: Access to Programs and Maintaining Strong Enrollment and Participation, with an eye on budgetary concerns and long-term financial viability of programs.

VIII. Adjourn

Motion by: Hannah Kretvix

Second: Courtney Blasius

Meeting End Time: 8:09 PM