

**MEMORANDUM**

**TO:** Board of Trustees

**THROUGH:** Indra Winqest, District General Manager

**FROM:** Shelia Leijon, Director of Parks & Recreation

**SUBJECT:** Review, discuss and possibly approve setting a fee for the purchase of an Additional Recreation Pass for 2023/2024 in accordance with Ordinance 7, paragraph 104

**RELATED STRATEGIC  
PLAN BUDGET  
INITIATIVE(S):**

2. Continue to work with the General Manager’s Ordinance 7 Committee and the Board of Trustees to make formal revisions.

**RELATED DISTRICT  
POLICIES, PRACTICES,  
RESOLUTIONS OR  
ORDINANCES**

Ordinance 7, paragraph 104

**DATE:** June 14, 2023

**I. RECOMMENDATION**

That the Board of Trustees makes a motion to approve setting the fee of \$91 for the purchase of an additional Recreation Pass to those parcel owners who decide to purchase an additional Recreation Pass in accordance with Ordinance 7, paragraph 104.

**II. BACKGROUND**

Ordinance 7, paragraph 104 states "104. Purchase of Additional IVGID Recreation Passes or Additional Recreation Punch Cards. If any Owner wishes to purchase up to a total of an additional five (5) Cards, which may be Additional IVGID Recreation Passes or Additional Recreation Punch Cards or a combination thereof as described in this Paragraph 104., the Owner may do so by paying an additional fee as set by the Board, for each Additional IVGID Recreation Pass or Additional Recreation Punch Card so purchased. The following provisions apply with respect to Additional Cards (referred to in this Ordinance as “*Additional IVGID Recreation Passes and Additional Recreation Punch Cards*”):

1. Additional IVGID Recreation Passes and Additional Recreation Punch Cards cannot be purchased for Commercial Parcels and their Tenants.
2. A maximum of five (5) IVGID Recreation Passes per Parcel can be used to obtain discounts for daily access to the District-owned golf courses. Additional IVGID Recreation Passes and Additional Recreation Punch Cards purchased by owners in excess of the initial five cannot be used to obtain daily discounts at the District-owned golf courses, and will be stamped with language which states this.
3. Additional IVGID Recreation Passes are valid for a period of one (1) year from the date of purchase, unless they expire on an earlier date as provided in Paragraph 66 hereof.
4. Out of the available five (5) Additional Cards, a maximum of up to three (3) Additional IVGID Recreation Passes per Parcel may be purchased for eligible family members listed within the First Degree of Consanguinity or Affinity on the Family Tree, which is Exhibit A to this Ordinance.
5. Additional IVGID Recreation Passes do not allow any guests to accompany an Additional IVGID Recreation Pass Holder to the Beaches, and will be stamped with language which states in substance that the Additional IVGID Recreation Pass does not allow Guest Beach Access.
6. Out of the available five (5) Additional Cards, a maximum of up to three (3) Additional Recreation Punch Cards per Parcel may be purchased for use by an Owner's Guests.
7. Additional Recreation Punch Cards are valid from the date of purchase until the thirty-first (31<sup>st</sup>) day of May following the date of purchase and are not transferable to another person or Entity except by an Owner to a Guest of the Owner. The unused balance on an Additional Recreation Punch Card expires when the Recreation Punch Card expires on May 31 of each year.
8. An application for Additional IVGID Recreation Passes or Additional Recreation Punch Cards must be filed with the District's Parks and Recreation office. The number and relevant information concerning these Additional IVGID Recreation Passes and Recreation Punch Cards shall be separately tracked electronically on an annual basis (by fiscal year) and made available by the

District to the Board and to the Public, so that the availability of Additional IVGID Recreation Passes and Additional Recreation Punch Cards can be reviewed annually as to the impact and appropriateness of this provision for the purchase of Additional Passes and card.

**III. BID RESULTS**

Not applicable

**IV. FINANCIAL IMPACT AND BUDGET**

The Fiscal Year 2023/2024 budget has already been adjusted to reflect the estimated amount of purchases that Staff projected for this product.

**V. ALTERNATIVES**

The Board of Trustees may opt to set the fee at an alternative amount.

**VI. COMMENTS**

No comments at this time.

**VII. BUSINESS IMPACT/BENEFIT**

The sale of additional recreation passes are recognized as true revenue as the passes are outside of the initial 5 passes allocated to each parcel.

**VIII. ATTACHMENTS**

None

**IX. DECISION POINTS NEEDED FROM THE BOARD OF TRUSTEES**

That the Board of Trustees makes a motion to approve setting the fee of \$91 for the purchase of an additional Recreation Pass for those parcel owners who decide to purchase an additional Recreation Pass in accordance with Ordinance 7, paragraph 104.