



WESTPORT CONNECTICUT
PARKS AND RECREATION DEPARTMENT
LONGSHORE CLUB PARK
260 SOUTH COMPO ROAD
WESTPORT, CT 06880

LEGAL NOTICE OF MEETING

Notice is hereby given that the Parks and Recreation Commission will hold a public meeting on Wednesday, March 17, 2021 at 7:30pm. Pursuant to the Governor's Executive Order No.7B, there is no physical location for this meeting. It will be held electronically. Meeting materials will be available on the Meeting List & Calendar page of the Town website at westportct.gov, along with the meeting notice.

Instructions to attend:

+1 646 876 9923

Meeting ID: 896 5692 1249

Passcode: 465330

WORK SESSION

(The public may observe the work session, but not participate.)

1. Cost Recovery Strategy workshop with Parks and Recreation Commission members led by 110% Inc.

Charles Haberstroh, Chairman
Parks and Recreation Commission

It is the policy of the Town of Westport that all Town-sponsored public meetings and events are accessible to people with disabilities. If you need assistance in participating in a meeting or event due to a disability as defined under the Americans with Disabilities Act, please contact Westport's ADA Coordinator at 203-341-1043 or eflug@westportct.gov at least three (3) business days prior to the scheduled meeting or event to request an accommodation.

Parks and Recreation Commission

Meeting Date: March 17, 2021

Work Session #1:

The public may observe the work session, but not participate.

Cost Recovery Strategy workshop with Parks and Recreation Commission members led by 110% Inc.

Background Information:

The Department is currently undertaking a process to develop a Cost Recovery Strategy. As part of this process, the Commission will be participating in this Beneficiary of Service Workshop which staff has also completed.

The Commission will receive a brief overview of the project as part of the workshop.

Beneficiary of Service Workshops:

Upon review of the Smart Approach to Cost Recovery process and the Department's service categories which represent the service menu and offerings of the organization, the Commission will actively participate in determining each service category's "beneficiary of service".

The Commission will be asked to "rank" the Department's service categories starting from services aligning most with the "common good" to those services aligning most with a more individualized or specialized benefit.

The result of this work session will lead to the development of a Beneficiary of Service model which ultimately lays the foundation for the creation of the Department's cost recovery and tax use strategy.

Back-up Documents:

Westport Parks & Recreation Service Categories

Westport Parks & Recreation Beneficiary of Service

Staff Recommendation:

N/A

Resolution Format:

N/A



Town of Westport Parks & Recreation Service Categories

Community Events - One-time event or series of events that appeal to a broad portion of the community as a whole regardless of age, skill/ability, family composition, etc. *Examples include: Fireworks, Memorial Day Parade, etc.*

Competitive Level Activities - Structured recreational activities which are competitive in nature requiring a specific skill in order to participate. *Examples include: adult softball league, co-ed softball league, adult volleyball league, competitive swim, tennis tournaments, road runners, league play tennis, jr. tennis team, ladies tennis team, basketball league, etc.*

Education & Leisure Skills - Programs that focus on education, social skills, or other life skill development through classes, clinics, and structured opportunities. *Examples include: day camps, adaptive recreation, afterschool programs, etc.*

Monitored Access - Access to parks, park amenities, and/or recreation facilities which are overseen by staff and activity is self-directed by the user or participant. *Examples include: supervised open tennis play, adult indoor soccer, open gym basketball, indoor pickleball, tennis socials, open/lap swim, launch ramps, beaches, etc.*

Open Access - Access to parks, park amenities, and/or recreation facilities which does not include supervision or oversight by staff and activity is self-directed by the user or participant. *Examples include: tennis courts (other than Longshore Tennis Courts), basketball courts, volleyball courts, open pavilions, skate park, pickleball courts, playgrounds, open beaches, etc.*

Rentals - Space and facility reservations for exclusive use by an individual or group. *Examples include: boat slips, kayak/dry storage, beach lockers, Ned Dimes Marina Bldg., fields, third party food concessions, etc.*

Resales - Goods for purchase at various parks and/or recreation facilities. *Examples include: gas, oil, ice, tennis balls, etc.*

Skill Based Advanced/Private - Structured recreational activities or lessons that require registration and allows for development through instruction with the primary focus on advancing or mastering a skill. *Examples include: water polo, level 5&6 swim lessons, private lessons, etc.*

Skill Based Beginner/Intermediate - Structured recreational activities or lessons that require registration and allow for development through instruction with the

primary focus on acquiring or learning a skill. *Examples include: pre-school sports, swim lessons to level 4, winter basketball, ice skating, skate park camp, pickleball lessons, stem volleyball, etc.*

Special Events - Events designed to appeal to a target market, market niche', or specific interest. *Examples include: Halloween Parade, movie nights, etc.*

Specialized Services - Operations that are commercial in nature and align most with those offered by the private sector. *Example includes: Longshore Golf Course*



BENEFICIARY OF SERVICE

A financial resource allocation philosophy provides a foundation for differentiating services based on “who benefits” and “who should pay”. Economists have differentiated goods and services in the economy in this manner for decades.

Determining the “beneficiary of services” becomes a primary driver in how public parks and recreation organizations can begin to make informed and defensible taxpayer investment decisions. Following this concept, each of the organization’s service categories have a set of specific characteristics that provide a rationale for who should pay (e.g., taxpayers, the individual, or both) and to what degree. Ultimately, this aligns how an organization will choose to spend taxpayer dollars with the “beneficiary of service”



Town of Westport Parks & Recreation

Common Good: These services are accessible, of benefit to all in a community, and provide universal value. Essentially, these are services that contribute to the “common good” and can be characterized as essential (“must-haves”) having community-wide interest and far-reaching impacts.

Individualized: These services provide exclusive benefit to the individual(s) and can include constraints or barriers to access. Essentially, these services benefit the individual more than the community as a whole and can be characterized as discretionary (“nice to have”) with less of a community-wide impact.

Please rank the Department’s Service Categories starting from the category that aligns most with the “Common Good” (#1) to the category that most provides for an “Individualized” benefit (#11). During this exercise, avoid any discussion involving funding, fees, etc. *Focus ONLY on beneficiary of service.*

- | | |
|----------|-----------|
| 1. _____ | 7. _____ |
| 2. _____ | 8. _____ |
| 3. _____ | 9. _____ |
| 4. _____ | 10. _____ |
| 5. _____ | 11. _____ |
| 6. _____ | |

BENEFICIARY OF SERVICE – glossary of relevant terms

Accessible services

Park and recreation services that can be easily reached or used by anyone who resides in a community (district, city, etc.). These services have no/few constraints or barriers to access.

Barriers/constraints to access

Constraints to full access can include: age, ability/skill, mobility, senses, gender, language, culture (race/ethnicity), family composition, geography, transportation, technology, socio-economic conditions, etc. which can inhibit, limit and/or prevent full access, interest, and opportunity.

Community need

Discrepancies between a present state or condition and a desired state. These discrepancies inflict undue hardship on member(s) of a community. These discrepancies and inequities include but are not limited to poverty, poor health indicators, unemployment, educational attainment, etc.

Community interests/wants

Desires for something outside the scope of “need”. The wants, demands, and expectations of an individual or group often come on behalf of those interested in a particular service and may not be focused on a broader community need and impact.

Discretionary services

Park and recreation services that are non-essential. These discretionary services are luxuries and/or can be classified as lifestyle choices and “wants” or “nice to haves”. Discretionary services are in contrast to essential services which respond to deficiency “needs”.

Essential services

Park and recreation services that are absolutely necessary to community quality of life. These services are critical to preserving life, health, and basic social function and if interrupted, would endanger life, personal safety, and/or the physical and mental health of our community. Essential services are considered “must haves”.