



DISTRICT OF WEST KELOWNA

COUNCIL POLICY MANUAL

Pages: 1 of 1
Date: February 25, 2014
Adoption: February 25, 2014

SUBJECT: Public Program Pricing Policy

Purpose:

To invest in community wellness and recreation by structuring fees to support the benefit of access, affordability, and participation of public programs not identified in the District of West Kelowna's Fees and Charges Bylaw.

Policy:

The District of West Kelowna (District) is committed to establishing a competitive fee structure for public programs and all the while creating a sustainable cost structure that will minimize any tax subsidies to operate the programs.

The District is committed to offering programs and setting comparable and competitive pricing to those programs being offered by neighbouring providers.

Public programming pricing will be established by way of a formula that establishes the minimum number of participants required to register into the program to recover all programming costs. If the District is unable to register the minimum number of participants for a program, the District may choose to cancel the program.

An 18% administration fee will also be incorporated in the programming price formula.

Program Pricing Formula:

$$\frac{\text{Programming Costs} + 18\% \text{ Admin Fee}}{\text{Minimum Number of Participants}} = \text{Program Fee}$$