

Title: **Fees and Revenue**
Date of Current Version: **March 2019**
Replaces Version: **April 2012**

Background

Fees and revenue support Center operations. Participation fees contribute to diversification of funding sources, increase operational revenue, and decrease The Center's reliance upon local tax dollars.

Management of Fees and Revenue

1. The staff shall comply with all applicable City and state budgeting and accounting policies and practices when conducting any financial transaction on behalf of The Center.
2. Revenue collected through participant cost sharing is deposited in the current operational budget.
3. Center generated fees shall be set with consideration of the local market. Participant cost sharing fees shall not be set so high as to intimidate or discourage potential participants or overprice services when compared to the local market.
4. A low-income membership program shall support the participation of individuals who do not have sufficient resources to participate fully in Center programs and services (See Low-Income Membership Program Policy).

Changes in Fee Structure

1. Center fees shall be evaluated every two years by the staff and the Senior Center Commission.
2. Recommendations to modify fees shall be developed by staff with input from participants. Their recommendations shall be given to the Senior Center Commission for consideration and discussion. If approved, the recommendations shall be submitted to the City Council of Iowa City for final approval when required.

Sources of Revenue

1. The Center shall employ a variety of revenue sources to support the operational expenses. Examples include:
 - a. Membership Program
 - b. Discounted Parking Permit Program
 - c. Rentals of rooms or lockers
 - d. Material Class Fees
 - e. Independent Contractor Class Fees

Administration

The Center coordinator or designee is responsible for oversight of all fees, revenue, and administering the operational budget.

Approved by the Senior Center Commission on: 5/16/2019

