

**ADMINISTRATIVE ORDER NO. 57-25-03**  
**of the**  
**City Manager of the City of Eugene**

**REGARDING THE OPPORTUNITY TO COMMENT ON A PROPOSAL  
TO AMEND THE RECREATION DIVISION FEE SCHEDULE.**

**The City Manager of the City of Eugene finds as follows:**

**A.** Section 2.020 of the Eugene Code, 1971, authorizes the City Manager to determine and set fees and charges to be imposed by the City for services, goods, use of municipal property, and licenses and permits. Pursuant to that authority, the City has implemented a Recreation Division Fee Schedule (“the Fee Schedule”). The most recent amendments to the Fee Schedule were adopted on December 31, 2024, by Administrative Order No. 57-24-05-F.

**B.** In determining whether to amend the Fee Schedule, in accordance with EC 2.020(2), I have considered the following factors: applicable policies, enactments and directives of the City Council; the amount charged for these services by the City in the past; the full costs of providing the services supported by the fees; the amounts charged by other comparable providers; and the revenue needs of the City as determined by the adopted City budget. See Exhibit B.

**C.** Based on my consideration of the factors listed above, I propose to replace the Fee Schedule with an updated Fee Schedule as set forth in the Notice attached as Exhibit A to this Order.

**On the basis of these findings, I order that** a copy of this Order with its exhibits shall be provided to the Mayor and City Councilors, and a Notice substantially conforming to the Notice attached as Exhibit A shall be made available to any persons who have requested such notice and posted at two locations at City Hall.

**Dated this** 2<sup>nd</sup> **day of December, 2025.**

  


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**Sarah Medary**  
**City Manager**

**NOTICE OF OPPORTUNITY TO COMMENT ON PROPOSED CHANGES TO THE RECREATION DIVISION FEE SCHEDULE.**

Pursuant to the provisions of Section 2.020 of the Eugene Code, 1971, and as a result of an investigation of the revenue needs of the City in providing Recreation services, the City Manager is proposing to amend the following fees in Section B of the Recreation Division Fee Schedule effective January 1, 2026. The current fees proposed to be deleted are shown in ~~red-strikethrough~~ and proposed additions are shown underlined in blue.

B. <u>AQUATICS SERVICE AREA</u>		<u>Fees</u>
1. Youth and Senior (60 and older) Discounted Admission: (Senior Admission includes Fitness Classes)		
Amazon, Echo Hollow, and Sheldon Pools	●Single Visit: <del>\$5.50</del> <u>6.00</u>	
	●10 Visit Punch Card: \$40.00	
	●30 Day Pass: \$48.00	
	●90 Day Pass: \$116.00	
2. Adult Admission (includes Fitness Classes):		
Amazon, Echo Hollow, and Sheldon Pools	●Single Visit: <del>\$6.00</del> <u>7.00</u>	
	●10 Visit Punch Card: \$46.00	
	●30 Day Pass: \$59.00	
	●90 Day Pass: \$143.00	
3. Family Admission:*		
Amazon, Echo Hollow, and Sheldon Pools	●Single Visit: <del>\$18.00</del> <u>20.00</u>	
	*additional names, \$3.50 each	
	●10 Visit Punch Card: \$99.00	
	*additional names, \$20.00 each	
	●30 Day Pass: \$119.00	
	*additional names, \$24.00 each	
	●90 Day Pass: \$286.00	
	*additional names, \$57.00 each	
		*Family admission includes up to five members of a household; additional names can be added to the card as noted above.

Comments on the proposed amendments may be submitted in writing to Peter Chavannes, City of Eugene Recreation Services Director, 100 W. 10th Avenue, Suite 321, Eugene, Oregon, 97401, or via e-mail to [pchavannes@eugene-or.gov](mailto:pchavannes@eugene-or.gov). To be considered, written and e-mail comments must be received within 15 days from the date posting as indicated below. If the City Manager chooses to take action after considering the comments received, the proposed or modified fees will be adopted by administrative order.

**Sarah Medary, City Manager**

**Date of Posting: December 3, 2025**

**City Manager's Findings  
Proposed Recreation Division Fee Schedule Amendments**

Pursuant to Section 2.020(2) of the Eugene Code, 1971, the City Manager has considered the following factors in determining the proposed Recreation Division Fee Schedule amendments:

**(a) Applicable policies, enactments and directives of the Council.**

Findings:

The City of Eugene's City Council adopts a City-wide budget regularly. Budgets include expense and revenue targets, including those for the Recreation Division. Beginning July 1, 2023, the City changed from a 12-month, July-to-June budget cycle, to a 24-month (biennial) cycle. The changes proposed herein are to be effective six months into the first fiscal year of the 2025-2027 biennium budget.

Proposed changes to pool single visit (drop-in) fees are reflected herein. These proposed changes are to be effective January 1, 2026.

**(b) The amount charged by the City in the past.**

Findings:

Pool Single Visit (Drop-In) Fees

One proposed change is to increase single visit fees at Amazon, Echo Hollow, and Sheldon Pools. Single visit fees for youth and seniors are proposed to increase from \$5.50 to \$6.00 per visit; for adults from \$6.00 to \$7.00 per visit; and for families from \$18.00 to \$20.00 per visit.

**(c) The full costs of providing the service supported by the fee.**

Findings:

The Recreation Division incurs personnel and materials and supply expenses. In fiscal year 2025, its total general fund expenses, excluding those grant-related, totaled approximately \$13.2 million. These costs are partially offset by revenues including, but not limited to, program/league registration, rental, contracted programs, and late fees. The Recreation Division's revenue was 26% of total costs in fiscal year 2025, and historically tracks about 30%.

**(d) The amounts charged by other comparable providers.**

Findings:

The following summarizes the changes specified above, as well as comparisons to other providers.

**Pool Single Visit (Drop-In) Fees:** The proposed pool drop-in fees are positioned in the middle of the range of similar fees for similar providers in the regions such as public sector agencies, and park and recreation districts.

**(e) The revenue needs of the City as determined by the adopted city budget.**

Findings:

The Recreation Division incurs personnel and materials and supply expenses that align with its portion of the City's adopted budget. These budgeted costs are partially offset by an expectation for the collection of a range of fees and charges including, but not limited to, program registration, rental, contracted program, and late fees. The Recreation Division's 2025-2027 biennium, general fund adopted City budget targets revenue collections of about \$8.0 million. The proposed pool single visit (drop-in) fee increases range from 9-17% and thus would be expected to increase the collection of those fees by an amount in that range, on an annual basis.

**Factors listed above that are irrelevant or inapplicable in determining the amount of the fees, if any:** n/a