

## **Estes Valley Recreation & Park District Resident/Non-Resident Policy & Procedures**

POLICY - Resident and non-resident policies will be initiated for all programs with registration classes, annual fees, daily green fees, boat rentals, and pool fees. Drop-in fees, golf equipment rental fees, team sponsor fees, merchandise, food & beverage, and special events shall not be required to implement non-resident fees. Non-resident rates will be approximately 25% greater, rounded off, than the resident rates. The general boundaries of EVRPD are two miles north of Glen Haven, one mile east of Drake, south almost to Pinewood Springs, two miles past the Boulder/Larimer County line, and the Continental Divide on the west.

Following is a list of criteria that is to be used to determine whether an applicant qualifies for the resident rate. The following criteria include any member of the immediate family living in the same household.

- A. An individual must live within EVRPD's boundaries for a period of not less than 32 days.
- B. An individual who or whose spouse owns taxable real or personal property within the District.
- C. An individual who is obligated to pay taxes under a contract to purchase taxable property situated within the boundaries of the District.
- D. The previous criteria include any member of the immediate family living within the same household. Immediate family is defined as individual, spouse, and children. Grandchildren are eligible after living in the same household for 32 days.
- E. The pool is jointly managed by the School District and EVRPD and they have different boundaries. Resident/non-resident rates for the pool will encompass the School District boundaries, but those qualifications and rates will only apply to the pool.

Applicants for the resident rate may use the following items to qualify. Program managers have the discretion to use other means of identification to verify applicants' resident status.

- A. Copy of current year's real or personal property tax assessment;
- B. Valid Colorado driver's license verifying an in-District address;
- C. Current utility bill or renters deposit slip;
- D. Copy of an executed landlord/tenant lease agreement;
- E. Current car registration with name and address with an in-District address;
- F. Employment or work agreement for the season;
- G. Other documentation that will substantiate resident status;
- H. School boundaries for the pool will require student ID's or tax information as verification.

PROCEDURE - Resident and non-resident rates will apply to recreation programs, boat rentals, bike rentals, marina annual fees, pool classes, pool admission, pool punch passes and annual fees, and golf annual and daily fees. Some programs will not require an ID and some will require an ID to qualify for the reduced resident rate.

PROGRAM REGISTRATION WITHOUT ID'S - Programs and passes that utilize forms including names with addresses will not be required to purchase an EVRPD ID. The forms filled out serve as documentation of the residency status only for that activity. In the event the patron would like to use other District facilities, they'd either need to fill out a new registration form or purchase a District ID.

DISTRICT ID – Programs that do not have registration forms and to qualify for a District rate, local residents will need a District ID. More specifically, the ID will be needed to qualify for resident rates for daily rates at the pool, boat and bike rentals at Lake Estes Marina, and daily green fees at Lake Estes Golf Course and Estes Park Golf Course.

ID POLICIES, PROCEDURES, AND IMPLEMENTATION ARE:

- A. The ID's will be valid for 3 years.
- B. Initially, photos will not be included on the EVRPD ID's, although picture ID's such as driver's license may be required to validate EVRPD ID.
- C. Applicants for an EVRPD ID will be required to fill out a District form that includes name, family members included, address, and e-mail address.
- D. Each ID will be numerically labeled and a journal of ID's will be kept with numerical listing.
- E. One card will be issued per family at a cost of \$3. If additional cards are desired for family members, the cost of each additional card will be \$1.
- F. Due to an intergovernmental agreement, the pool will include the boundaries of the School District rather than EVRPD's boundaries. However, those living outside EVRPD's boundaries but inside the School District boundaries will have a different colored ID which will only apply to the pool.
- G. Summer camps inside the District boundaries that use the pool and have both in-District residents and out-of District residents will be sold at a group rate of 15% greater than the resident rate.
- H. The District will reimburse the difference of one previous use following the purchase of a District ID.
- I. The ID cards are not transferable and only apply to the names on the card.
- J. Unauthorized use of the card will result in the loss and privileges associated with the cards usage.