

December 5, 2024

To: Patrons of the Sunset Empire Park & Recreation District

Re: Upcoming Change to SEPRD Fee Structure

Dear Patrons,

History:

As we approach 2025, we want to share an upcoming change to our fee structure and the way that the District provides benefits to our residents. These changes will become effective on Thursday, January 2, 2025.

Over the past year, the District Board and Staff have engaged in a process to update our fee structure and provide greater benefit to our District residents, whose taxes fund the District. That process culminated in August when the Board adopted a fee structure that aligns with those outcomes.

Who is a resident?

The District defines "resident" as the households living within SEPRD District boundaries. SEPRD boundaries closely align with Seaside School District boundaries and include the majority of residences in South Clatsop County, except for residences in Gearhart and Cannon Beach.

District residents support SEPRD through an annual tax at \$0.92/\$1,000 of assessed value of your property. You can learn more about your assessed value and where your tax dollars are going at the Clatsop County website here:

<https://www.clatsopcounty.gov/assessment/page/assessment-division>

Overview of new Fee Structure:

The new structure provides a base price for District programs at a rate that is both competitive in the market and aligns with the District's goals for cost recovery. After that base price is calculated, District residents receive a 60% discount on all programs except Youth Programs and passes for which District residents receive a 40% discount from the listed price.

For our patrons that do not reside in the District: We value your patronage and appreciate your participation in our programs! If you would like to take advantage of the benefits of District residency, you can "buy in" to the District. All you need to do is bring your property tax statement and we will help you calculate what your "buy in" cost would be (based on \$0.92/\$1,000 of your assessed home value).

Resident Verification Process:

For all SEPRD Patrons: As a component of this updated fee structure, we are requiring all patrons to verify their residency status with our staff.

Our system will be reset on January 2, 2025. After January 2, we kindly request that you work with our staff to verify your residency as soon as possible, after that January 2 date.

Verification is simple; we just need you to present one of the following to our staff: driver's



license/Real ID, Motor Vehicle Administration Card, Utility bill, Lease agreement or a Property settlement sheet. More information is available at the end of this document.

We have listed all our updated fees on the back of this document. Keep in mind that these do not include the resident discounted price. We encourage you to reach out to a member of our team at 503-738-3311 to learn more or ask any questions you may have as we transition to this new structure. Thank you for your patronage of the District and we look forward to seeing you in the future!

Sincerely,

A handwritten signature in black ink, appearing to read "S. Archibald".

Skyler Archibald | Executive Director | Sunset Empire Park & Recreation District

1140 Broadway | Seaside, Oregon 97138

503-738-3311 | sarchibald@sunsetempire.com | sunsetempire.com

Resident Verification Process

Residency Verification: A New Process for Maximizing Your Benefits

We've introduced a new Residency Verification Process to ensure you receive all the benefits and privileges you're entitled to as a tax-paying member of the Sunset Empire Park and Recreation District. This change helps us better serve our community by accurately confirming eligibility for Resident rates, program access, and other District services.

By completing this simple, one-time verification every 36 months, you can enjoy full access to the resources your contributions support. Follow the steps below to verify your residency and start taking advantage of these benefits today.

Residency Information

How do I know if I am a District Resident?

You are a District Resident if you rent or own property within the **Sunset Empire Park and Recreation District** boundaries.

To confirm your address is within the District, check your most recent property tax statement for "Sunset Park." Use this website if you don't have a copy of your tax document.

<https://apps.clatsopcounty.gov/property/>

If you have questions or need assistance verifying your residency, call us during business hours at **503.738.3311**.

How do I receive Resident rates?

When creating an account, our registration system will determine if your address falls within the District boundaries. Be sure to:

- Enter your address exactly as listed on your property tax statement.
- Use standard abbreviations for directions and street types (e.g., N, S, E, W, St, Ave, Dr, Rd, Pl, Ln, Ct, Cir, Blvd, Pkwy).

Once you come into one of our facilities you will need to verify your residency status with the method below.

Notice a Non-Resident rate at check-out?

If you are a Resident but see Non-Resident rates applied, contact a **Patron Relations Specialist** to correct your account.

How do I get verified as a District Resident?

Gather Your Verification Documents

To verify your residency, please provide:

- **One document from the list below** that verifies your residency.

If verifying your entire household, residency verification is only required for the main account holder at the time of registration and once every 36 months. For example, if verifying a household of four, you only need one residency verification document.

Acceptable Residency Verification Documents:

- Driver's license / Real ID
 - Motor Vehicle Administration (MVA) ID card
 - Utility bill
 - Lease agreement
 - Property settlement sheet
-

Submit Your Documents In Person

1. Bring your residency verification document to any **SEPRD** facility.
 2. Hand it to a facility staff member, who will process your residency status.
 3. Your account will then be flagged with a verification flag for 3 years.
 4. Once that 3-years has expired, you will need to reverify your status through the above process.
-

Internal Process (For Staff):

1. Request proof of residency from the patron.
2. Confirm all account details are accurate.
3. Add a flag to the account labeled "**Verified Resident**" with a 36-month (3-year) expiration date.
4. Update the resident status by selecting the **Edit User** tab for the main account holder and ensuring the account is listed as **Resident**.
5. Confirm the process is complete.

Sunset Empire Park + Recreation District

Passes



Shower Times

Monday - Thursday: 6am - 8am

Friday: 6am - 11am

Saturday: 1pm - 3pm

General Admission

Day Pass ----- \$13.00

Adult

Monthly ----- \$85.00

3 - Month ----- \$200.00

Annual ----- \$665.00

Senior/Youth

Monthly ----- \$65.00

3 - Month ----- \$165.00

Annual ----- \$540.00

Family

Monthly ----- \$150.00

3 - Month ----- \$415.00

Annual ----- \$1,165.00

10 Punch Pass - District Resident Only

Open Swim ----- \$22.00

Youth/Senior ----- \$50.00

Adult Gym ----- \$65.00

Drop-in Sports

Basketball ----- \$7.50

Pickleball ----- \$15.00



503 738 3311

www.sunsetempire.com

1140 Broadway, Seaside OR 97138

