APPROVED MINUTES
Fee Structure Subcommittee
Thursday, April 29, 2026, at 3:30 PM
Charlestown Town Hall, Annex Room
4540 South County Trail, Charlestown, RI 02813

1. **CALL TO ORDER**
   The meeting was called to order at 3:30 PM.

2. **ROLL CALL**
   Joe Geary, Dana Donahue, Parks and Recreation Director, Vicky Hilton, and Parks and Recreation Assistant Director David Shoemaker.

3. **APPROVAL OF MINUTES**
   Discussion and/or potential action and/or vote(s) concerning:
   A. **Approval of Fee Structure Subcommittee Draft Meeting Minutes for April 9, 2026.**
      A motion was made by Commissioner Geary to approve the draft minutes from April 9, 2026.

4. **NEW BUSINESS**
   Discussion and/or potential action and/or vote(s) concerning:
   A. **Overview of Main Points from previous Fee Structure Subcommittee meetings.**
      Commissioner Geary summarized the April 9, 2026, Fee Structure subcommittee meeting. The Trembly formula remains the best model for determining what an event should be charged for use of Ninigret Park. There is still discussion about what the "de facto" number should be.

5. **Old Business**
   Discussion and/or potential action and/or vote(s) concerning:
   A. **Proposal for all event fees.**
      The subcommittee is working on the formula.

   B. **Proposal for processing fees for all events.**
      The subcommittee is still discussing what the processing fee should be, depending on the size of events**.**

   C. **Potential formula for all medium/small events based on the existing large event formula.**
      The subcommittee is working on the formula.

   D. **Create a chart for percentage differences between Profit, 501c3, 501c6, and Community-Based and Family.**
      The subcommittee is working on the chart.

E. Create a chart for the above regarding resident vs. non-resident.
The subcommittee is working on the chart.

The next Fee Structure Subcommittee meeting is on Thursday, May 7, 2026, at 3:30 PM.

B. ADJOURNMENT
The meeting adjourned at 4:10 PM**.**

Respectfully Submitted,
Jill Cuddy