

**MEMORANDUM**

**To:** City of Seguin Mayor and Council  
Steve Parker, City Manager

**From:** Jack Jones, Director of Parks & Recreation

**Through:** Rick Cortes, Deputy City Manager

**Subject:** Ordinance on first reading amending the Seguin Code of Ordinances, Appendix C - Fee Schedule, relevant portions of Chapter 74-Parks and Recreation.

**Date:** January 4, 2022

During the FY 2021-22 budget process, Council approved a fee increase for the Jammin' After-School Adventures for Me (JAAM) program from \$30 to \$35 per week. Please note that this fee had not been increased in seven years. The fee increase allowed the City to recoup the cost of operating the JAAM program as this is considered a 100% cost recovery program. In addition, the fee increase would help pay for wage increases for the part-time hourly workers that staff the program across the board by \$1 (\$9.25 per hour for Instructors and \$11 per hour for Lead Instructors).

Overall, it has been a struggle for the City to hire and retain staff for the JAAM program during the first semester of the school year given that locally, other part-time jobs start at \$13 per hour or more. As a result, our full-time office staff has had to fill in daily to offset JAAM worker availability, and not having enough JAAM staff altogether. In addition, the City is contractually obligated to provide two City staff members per elementary school site for 1.25 hours per school day to operate the City's portion of the Seguin ISD ACE (After-School Centers for Education) program that is funded from their 21<sup>st</sup> Century Grant award. Due to lack of available staff, the JAAM program was not able to be offered at the Ball Early Childhood Center this school year.

Given the JAAM staffing shortages along with the continued tight labor market, the City needs to increase the hourly rate for JAAM workers by \$3 per hour across the board (\$12.25 per hour for Instructors and \$14 per hour for Lead Instructors). This is needed to retain current JAAM staff and hire additional JAAM staff members so that the program

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can grow. The waitlist for the JAAM program has been as high as 75 children throughout the school year and is currently at 60.

To help fund the hourly pay increases for the JAAM staff, City Staff is proposing to increase the weekly JAAM program registration fee going from \$35 to \$40 effective January 24. Currently, there are 152 children enrolled in the JAAM program. If enrollment stayed the same, the fee increase would generate an additional \$13,680 in revenue. The cost of the JAAM staff pay increases is \$13,843.68.