

RESOLUTION R-97-39 RESCINDING RESOLUTION R-96-139 AND ESTABLISHING THE PARKS AND RECREATION POLICY AND FEE SCHEDULE FOR THE MANATEE COUNTY PARKS AND RECREATION DEPARTMENT AND PROVIDING AN EFFECTIVE DATE.

RECORDED
PAGE NO. 4129197
MINUTE BOOK NO. 44745

WHEREAS, Manatee County's recreational facilities are used for the operation of planned recreation programs, special events, and field trips, organized and supervised by the Department of Parks and Recreation; and

WHEREAS, the programs scheduled by the Parks and Recreation Department reflect the recreational needs, interests and desires of the general population; and

WHEREAS, the fees and charges for the rental and usage of Parks and Recreation facilities are set and determined to make facilities available to the public; and

WHEREAS, the Parks and Recreation Department generates and accepts donations from individuals, service clubs and the business community for the purpose of offsetting and/or supplementing program administrative costs; and

WHEREAS, the Parks and Recreation Department enters into co-sponsorships with not-for-profit groups, waiving all facility and/or equipment fees to benefit Manatee County and its citizens; and

WHEREAS, the Parks and Recreation Department sells t-shirts and uses surplus t-shirts as awards and prizes for various County programs and special events; and

WHEREAS, the Department Director is given authority to sign off on School Board Bus Lease Agreements and all HRS Licenses and Permits to operate youth after school programs and County pool operations.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS of Manatee County, Florida as follows:

I. DEFINITIONS:

As used in this resolution, the following words shall have the meaning below.

- A. "Program" or "Class" or "Planned Activity" - A planned activity organized to meet the needs, interests and desires of the general population.
- B. "Resident" - One who has a true, fixed or permanent home in Manatee County, Florida and whenever absent, has the intention of returning to Manatee County. The genuineness of the intention to return to Manatee County must be manifested by an ongoing physical presence together with indications that his/her presence is something other than merely transitory in nature.

- C. "Social" - Any not-for-profit organization utilizing a County facility for the purpose of monetary gain for community support or maintenance of the group or activity itself.
- D. "Commercial" - Any individual, group or organization that requests use of County facilities for the purpose of self- promotion and profit.

II. AGE AND STATUS CATEGORIES:

- A. Senior Citizen - Person 55 Years or Older.
- B. Adult - 18 to 54 Years of Age.
- C. Youth - Children 6 to 17 Years of Age.
- D. Pre-Schooler - Children Under 6 Years of Age.
- E. Family - Family Members Within Same Household; Limit 4 Persons.
- F. Additional - Family Members Within Same Household; Over 4 Person Limit.
- G. Couple - Any 2 Adults Living in Same Household.

III. FEE SCHEDULE:

- A. Fees for Manatee County Parks and Recreation Department equipment and facilities shall be enumerated in Exhibit A, which is attached hereto and incorporated herein.
- B. All fees include tax. However, not-for-profit groups are tax exempt and therefore not assessed tax. This information is noted in the fee schedule.
- C. Program/rental fees are determined by the estimated administrative costs of an activity, which includes, but is not limited to, personnel expenses, utilities, equipment, materials and supplies.
- D. The Parks and Recreation Department reserves the right to prorate fees.

IV. RULES AND POLICIES:

A. Requests:

Requests for special use of recreation facilities must be in writing on approved forms and submitted to the Parks and Recreation Department. Applications may be obtained at each facility. Users may apply to reserve facilities on any given date and all reservations must be paid prior to the event. However, payment for picnic shelter reservations must be received within five (5) working days of the request. If payment is not received within this time period the request will be considered cancelled. Reservations may not be accepted after Wednesday for any given weekend request. However, picnic shelters are available on a first-come, first-serve basis. The Department reserves the right to review all requests for usage of recreation facilities and determine

whether or not usage will be granted.

All picnic shelter requests, including family reunions and church functions, regardless of size, shall be considered a resident/social request and assessed the assigned fee. A commercial fee will be assessed only when the group's shelter rental is part of a promotional event.

All not-for-profit youth sports league groups may utilize Department building facilities for the purpose of conducting meetings, registrations and clinics at no charge as long as they are held during normal business hours and have no negative impact on Department operations.

Staff time will be charged after hours.

B. Facility Reservations:

1. Facility Priorities

- a. Programs or activities sponsored by the Parks and Recreation Department will have first priority.
- b. Activities sponsored by the Manatee County School Board or other inter-governmental agencies will have second priority. Manatee County School Board shall have access to equipment and facilities, based on the current Interlocal Agreement. The Manatee County School Board or other inter-governmental agencies shall assume responsibility for repair or replacement of equipment and facilities as a result of damages incurred.
- c. Organizations conducting activities, which are co-sponsored by the Parks and Recreation Department, are considered third priority.
- d. All other requests will be considered on a first-come, first-serve basis at the discretion of the Department Director or designee.

2. Facility Guidelines

- a. Reservations will be subject to cancellation if payment is not made within five (5) working days from the day of the initial request.
- b. Applicants shall abide by all rules and regulations as stated in Park Ordinance 82-18.
- c. Lighted recreation facilities will close at 11:00pm. All other recreation areas will close at dusk unless posted otherwise. Special exceptions will be considered due to the nature of the requested event.

- d. A minimum charge of two (2) hours will be assessed for a requested facility normally closed during the time requested.
 - e. Groups requesting facilities for an event special in nature, which would include physical activity, must provide a certificate of insurance with Public liability: \$ 250,000. per person. \$ 500,000. per accident and Property Damage: Minimum \$ 50,000. per accident for any one claim. Manatee County must be named as additional insured.
 - f. Groups reserving rooms are allowed up to one (1) hour without charge prior to their activity and are responsible for their own table and chair set up.
 - g. Individuals or groups reserving facilities are responsible for cleaning the room(s) after use. This includes cleaning tables and counter tops, mopping spills, depositing trash bags in dumpster and placing tables and chairs in the assigned storage area.
 - h. Individuals or groups, requesting the use of facilities are responsible for providing their own materials and supplies.
3. The Parks and Recreation Department reserves the right to require additional services at the user's expense.
- a. The Parks and Recreation Department may require the presence of a building supervisor during the reservation period. An hourly wage will be charged to the user and included on the facility application form.
 - b. The Parks and Recreation Department may require a custodian for activities taking place where cleanup cannot be accomplished during normal operating hours. An hourly wage rate will be charged to the user and included on the facility application form.
 - c. The Parks and Recreation Department may require the presence of off-duty law enforcement officers for security during the activity at the sole expense of the user group or individual.
 - d. In accordance with Resolution R-95-53, the Parks and Recreation Department can enter into concession licenses with not-for-profit organizations provided proper documentation confirms not-for-profit status and the ability to provide insurance. There is a minimum \$ 1.50 utility charge per each day of operation and a minimum \$ 12.50 penalty charge if lights are left on at the specified facility.

- e. Amateur sports leagues may be granted a license to operate concessions during the requested period. Leagues must accept full responsibility and liability and agree to hold harmless and indemnify the County for and against any claims that may arise or judgments that may be entered against the County in connection with their use of County property or facilities.
- f. Youth sports organizations utilizing facilities maintained by the Parks and Recreation Department are required to pay user fees. These include team and player fees which are assessed to help support maintenance needs. (See Exhibit A). Youth organizations will be charged a late fee of 1 1/2% of the total amount due per month for non-payment after the prescribed deadline. A damage fee may be charged to a youth organization if they are found to do damage to a playing field without permission or authorization to be on or working on a given field. All requests for additional maintenance must be received ten (10) days in advance of a scheduled event or a late maintenance fee may be assessed.
- g. A damage deposit may be required for the use of any building facility and/or equipment which may potentially create any physical damage to the requested facility or equipment. In such cases a \$ 100.00 damage deposit must be paid prior to the event or rental of equipment. Reimbursement will be processed if the facility supervisor determines the facility and/or equipment is in the same condition as before the scheduled activity.

V. REFUND/CREDIT POLICY:

Except where provided herein, Manatee County Parks and Recreation activity and facility fees are non-refundable.

A. Refunds:

1. An individual participant presenting a written recommendation from a doctor indicating that the individual should withdraw from an activity or program, shall be entitled to a full or prorated refund.
2. An activity or program may be cancelled for the following reasons: insufficient enrollment, instructor hardship, facility under repair, behavioral problem, red tide or inclement weather. The individual or group would be entitled to a full refund or credit.
3. All other refund requests may be considered at the discretion of the Department Director. These refunds are subject to a 20% administrative fee of total amount due, but not to exceed \$ 10.00.
4. All refund requests must be accompanied by an original receipt or cancelled check.
5. The Department Director may waive any administrative fees.

B. Credit:

1. The Department does permit the use of credit toward another activity. Credits must be applied for and used toward another activity within ninety (90) days of the request or forfeiture of credit results. Any application for credit exceeding \$ 100.00 must be approved by the Board of County Commissioners before credit is granted.

VI. RESCISSION OF PRIOR FEE RESOLUTIONS:

A. Fees for the use of Manatee County Parks and Recreation facilities and participation in recreation activities and programs, heretofore adopted by the Board of County Commissioners, including Resolution R-96-139, are hereby rescinded in their entirety.

VII. IMPLEMENTATION:

A. This resolution is subject to such supplemental policies, rules and interpretations as may be adopted or provided by the Board of County Commissioners.
B. The County Administrator or designee is authorized to develop or approve procedures required to implement this resolution.

VIII. EFFECTIVE DATE:

A. This resolution shall become effective April 8, 1997.

IX. SEVERABILITY:

A. In the event any provision or portion of this resolution is declared by a court of competent jurisdiction to be void, unconstitutional or unenforceable, all remaining provisions and portions of this Resolution shall remain in full force and effect. All of the provisions and portions of this Resolution are severable, and the legality and enforceability of any one or more of them are not contingent or dependent upon the validity or unenforceability of any other provision.

Adopted with a quorum present and voting this 29th day of April A.D., 1997

**BOARD OF COUNTY COMMISSIONERS
MANATEE COUNTY, FLORIDA**

BY: *Terrence M. Glass*
Chairman

ATTEST:

R.E. Shoop
Clerk of the Circuit Court

[Signature]

EXHIBIT A

Equipment/Facility Fee Schedule
(All Rates Include Tax Unless Noted)

Aquatics	Resident/Social	Commercial			
G.T. Bray Pool					
50 Meter - 1st Hour	\$ 60.00	\$ 250.00			
50 Meter - 2nd-9th Hour	\$ 40.00	\$ 115.00			
50 Meter - All Day	\$ 300.00	\$ 1,100.00			
Diving Well - 1st Hour	\$ 40.00	\$ 125.00			
Diving Well - 2nd-9th Hour	\$ 20.00	\$ 50.00			
Diving Well - All Day	\$ 150.00	\$ 500.00			
Locker Rental	\$ 5.00/month				
East Bradenton and John H. Marble Pool					
25 Meter - 1st Hour	\$ 40.00	\$ 125.00			
25 Meter - 2nd-9th Hour	\$ 20.00	\$ 50.00			
25 Meter - All Day	\$ 150.00	\$ 500.00			
Bray and John H. Marble Pool Memberships					
	Daily	3 Months	6 Months	Annual	
Adult	\$ 2.50	\$ 50.00	\$ 80.00	\$ 150.00	
Senior Citizen	\$ 1.50	\$ 30.00	\$ 40.00	\$ 60.00	
Youth	\$ 1.50	\$ 30.00	\$ 40.00	\$ 60.00	
Pre-School	\$ 1.00	n/a	n/a	n/a	
Couple		\$ 60.00	\$ 115.00	\$ 200.00	
Family of 4 (Same Household)		\$ 85.00	\$ 145.00	\$ 260.00	
Additional Child (Same House/with Family Pass)		\$ 5.00	\$ 10.00	\$ 20.00	
Additional Adult (Same House/with Family Pass)		\$ 10.00	\$ 20.00	\$ 35.00	

East Bradenton Pool Membership	Daily	3 Months	6 Months	Annual
Adult	\$ 1.25	\$ 25.00	\$ 40.00	\$ 70.00
Senior Citizen	\$.75	\$ 15.00	\$ 20.00	\$ 35.00
Youth	\$.75	\$ 15.00	\$ 20.00	\$ 35.00
Pre-School	\$.50	n/a	n/a	n/a
Couple		\$ 30.00	\$ 55.00	\$ 95.00
Family of 4 (Same Household)		\$ 40.00	\$ 70.00	\$ 125.00
Additional Child (Same House/with Family Pass)		\$ 2.50	\$ 5.00	\$ 10.00
Additional Adult (Same House/with Family Pass)		\$ 5.00	\$ 10.00	\$ 15.00

All County Pools	Operating Hours	Non-Operating Hours
Scuba - Group 10 or less	\$ 10.00/hour	\$ 15.00/hour
Scuba - Group 11 or more	\$ 10.00/person/class	\$ 15.00/person/class
School Board Group	No Charge for first 50	\$ 20.00/hour/first 50
School Board Group	\$ 15.00/hour/51 or more	\$ 20.00/hour/51 or more

Not-For-Profit Swimming Fee (Tax Exempt)	G.T. Bray	East Bradenton/ John Marble
One Hour (all ages)	\$.50	\$.50
Pre-School (daily)	\$.50	\$.50
Youth (daily)	\$ 1.00	\$ 1.00
Adult (daily)	\$ 2.00	\$ 2.00
College Training (per swim)	\$ 3.00 (\$ 3.50 - Taxable)	\$ 2.50 (\$ 3.00 - Taxable)
Counselors/Chaperons/Coaches	No charge	No Charge

Manatee County, City of Bradenton, Marine Patrol, Public Safety Agencies
(Fire/Rescue/EMS/Sheriff/Police)

(TRAINING PURPOSES ONLY)
No Charge

All County Pools	USS Registered Age Group, Masters and International Registered Swim Team Practices	Week	Month	Annual
Lane Rental/Short Course (10 per lane)		\$3.00/hr.	2.00/hr.	1.00/hr.
Lane Rental/Long Course (10 per lane)		\$3.50/hr.	2.50/hr.	1.50/hr.
Dive Well Lane Rental		\$.50/hr.	.50/hr.	.50/hr.
Additional Participants/Per Lane		\$1.00/hr.	1.00/hr.	1.00/hr.

Additional hourly wage will be assessed for practices over scheduled time.

Bray Pool

Long/Short Course	\$ 50.00/session*
Additional Hour	\$ 20.00/hr.
Dive Well (Warm Up & Warm Down)	\$ 50.00/day

* Session includes: 1 hour warm up and 4 hours for swim meet.

Athletics Annual Ballfield Maintenance & Player Fees (Tax Exempt)

League	Team/Player Fee
Adult Softball	\$ 75.00
Girls Softball	\$ 35.00
Little League Baseball	\$ 50.00
Junior/Senior/Babe Ruth/American Legion	\$ 100.00
Adult Baseball	\$ 100.00
Youth Football	\$ 100.00
Youth Soccer	\$ 35.00
Adult Soccer	\$ 100.00
Adult Player Fee	\$ 10.00
Youth Player Fee	\$ 8.00

Youth League Fees

Late Fee (Late Fee will be assessed if payment is not received by the prescribed due date). 1 1/2% of total amount due/per month

Damage Fee (Maintenance Repair Assessment) \$ 50.00/incident

Late Request Fee (All requests for additional maintenance must be received ten (10) days in advance of scheduled event or a late maintenance fee may be assessed.) \$ 25.00/request

Ballfield Reservations	Youth Leagues	Resident/Social	Commercial
Softball		\$ 8.00/hr.	\$ 13.00/hr.
Softball (Lights)	\$ 5.00/night/field	\$ 13.00/hr.	\$ 19.00/hr.
Baseball (Small)		\$ 8.00/hr.	\$ 13.00/hr.
Baseball (Regulation)		\$ 16.00/hr.	\$ 22.00/hr.
Baseball (Lights/Small Field)	\$ 5.00/night/field	\$ 16.00/hr.	\$ 22.00/hr.
Baseball (Lights/Regulation)	\$ 10.00/night/field	\$ 38.00/hr.	\$ 69.00/hr.
Football		\$ 16.00/hr.	\$ 22.00/hr.
Football (Lights)	\$ 10.00/night/field	\$ 38.00/hr.	\$ 85.00/hr.
Soccer		\$ 16.00/hr.	\$ 22.00/hr.
Soccer (Lights)	\$ 5.00/night/field	\$ 38.00/hr.	\$ 85.00/hr.
Tournament (4 fields)		\$ 200.00/day	\$ 400.00/day
Tournament/Lights (4 fields)		\$ 375.00/day	\$ 750.00/day

Activity Center	Resident/Social	Commercial
Meeting Room	\$ 14.00/hr./per room (Staff time is additional during non-operational hours)	\$ 20.00/hr./per room (Staff time is additional during non-operational hours)

Gymnasium Membership	Daily	6 Months	Annual	Photo I.D.
Admission - Adult	\$ 2.00	\$ 30.00	\$ 60.00	
Admission - Youth	\$ 1.00	\$ 20.00	\$ 30.00	
Gym/Nautilus I.D.				\$ 5.00/6 mos. \$ 5.00/year
Replacement I.D. Card (lost or stolen)				\$ 5.00

Nautilus Membership	Daily	One Week	One Month	6 Months	Annual
Adult/Youth	\$ 2.00	\$ 14.00	\$ 20.00	\$ 100.00	\$ 175.00
Couple	N/A	\$ 24.00	\$ 35.00	\$ 175.00	\$ 270.00

Gymnasium Rental	Resident/Social	Commercial
Gymnasium	\$ 35.00/hr.	\$ 65.00/hr.
Lobby	\$ 5.00/hr.	\$ 10.00/hr.

Recreation Membership: Includes open gym, nautilus, open swim, racquetball & tennis (hard courts only)

Period	Single	Couple	Family (Limit 4)	Youth	Additional Youth	Photo ID
3 Month	\$ 75.00	\$ 125.00	\$ 175.00	\$ 50.00	\$ 20.00	\$ 5.00
6 Month	\$ 125.00	\$ 200.00	\$ 250.00	\$ 75.00	\$ 30.00	\$ 5.00
Annual	\$ 225.00	\$ 300.00	\$ 350.00	\$ 100.00	\$ 40.00	\$ 5.00

Facility Rental Fees

Facility	Resident/Social	Commercial
Large Picnic Shelter	\$ 25.00/day	\$ 22.00/hour
Large Picnic Shelter/Electricity	\$ 30.00/day	\$ 28.00/hour
Small Picnic Shelter	\$ 20.00/day	\$ 18.00/hour
Amphitheater	\$ 8.00/hour	\$ 22.00/hour
Amphitheater/Electricity	\$ 10.00/hour	\$ 28.00/hour
Open Play Space	\$ 8.00/hour	\$ 25.00/hour
Horseshoe Courts	\$ 8.00/hour	\$ 20.00/hour
Outdoor Volleyball Courts	\$ 8.00/hour	\$ 25.00/hour
Outdoor Basketball Courts	\$ 8.00/hour	\$ 10.00/hour
Outdoor Basketball Courts/Lights	\$ 10.00/hour	\$ 20.00/hour
Soccer Fields (Battery of 6)	\$ 200.00/day	\$ 500.00/day
Disc Golf Course	\$ 50.00/day	\$ 100.00/day
Running Trail (5K Run Course)	\$ 50.00/day	\$ 100.00/day

Racquet Center Fees

Tennis		Racquetball	
Daily Fee	Clay Court	Hard Court	Daily Fee
Adult	\$ 4.50	\$ 2.50	\$ 3.00
Youth	\$ 2.25	\$ 1.25	\$ 1.25

Racquet Center Memberships

Tennis

Period	Single	Couple	Youth	Additional Youth
October-December	\$ 107.00	\$ 161.00	\$ 37.00	\$ 27.00
October-March	\$ 166.00	\$ 241.00	\$ 54.00	\$ 32.00
October-June	\$ 187.00	\$ 278.00	\$ 64.00	\$ 38.00
October-September	\$ 203.00	\$ 305.00	\$ 75.00	\$ 43.00
January-March	\$ 128.00	\$ 193.00	\$ 37.00	\$ 27.00
January-June	\$ 155.00	\$ 235.00	\$ 54.00	\$ 32.00
January-September	\$ 166.00	\$ 246.00	\$ 64.00	\$ 35.00
April-June	\$ 54.00	\$ 86.00	\$ 32.00	\$ 21.00
April-September	\$ 107.00	\$ 161.00	\$ 43.00	\$ 27.00
July-September	\$ 54.00	\$ 80.00	\$ 32.00	\$ 21.00

**Individual Court Rentals
(Advanced Approval Required)**

College Rental	\$ 10.00/per student/semester
Tournament Fees	\$ 5.00/individual or entry
Coaching/ Hard Court (1 or More)	\$ 6.00/hour/court/+ daily fees
Coaching/ Clay Court (1 or More)	\$ 8.00/hour/court/+ daily fees

Racquetball	Single	Couple	Youth	Additional Youth
October-December	\$ 59.00	\$ 102.00	\$ 16.00	\$ 11.00
October-March	\$ 86.00	\$ 150.00	\$ 21.00	\$ 16.00
October-June	\$ 102.00	\$ 177.00	\$ 27.00	\$ 21.00

October-September	\$ 118.00	\$ 203.00	\$ 32.00	\$ 24.00
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January-March	\$ 70.00	\$ 123.00	\$ 21.00	\$ 16.00
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January-June	\$ 86.00	\$ 149.00	\$ 24.00	\$ 18.00
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January-September	\$ 91.00	\$ 161.00	\$ 27.00	\$ 35.00
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April-June	\$ 59.00	\$ 48.00	\$ 16.00	\$ 9.00
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April-September	\$ 59.00	\$ 96.00	\$ 21.00	\$ 11.00
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July-September	\$ 30.00	\$ 48.00	\$ 16.00	\$ 9.00
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Equipment Rental**Fee**

Athletic/Recreational - Small /Stopwatches; Balls; Flagbelts etc.	\$ 5.00/day/each
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Athletic/Recreational - Large /Tug-O-War Rope; Earthball; Goals etc.	\$ 25.00/day/each
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P.A. System (Amp/Speakers/Microphone) [\$ 100.00 Deposit Required]	\$ 25.00/day
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Ball Hopper/With Tennis Balls	\$ 4.00/hour
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Racquetball Racquet	\$ 1.50/+court fee
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Tennis Ball Machine	\$ 5.00/1/2 hour
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Transport Fee - Moving Equipment	\$ 25.00/day
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Tables	\$ 2.00/day/each
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Chairs	\$ 1.00/day/each
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