

CHARLOTTE COUNTY GOVERNMENT

Community Services Department Fee Schedule 2020



Table of Contents

Rental Information	Page 3
Damage Deposits	Page 3
Insurance Requirements	Page 3
Alcohol Policy	Page 3
Cancellation and Refund Policy	Page 3
Family Definition	Page 4
Rental Type 1: Outdoor Buildings	Page 5
Rental Type 2: Open Space/Parking Lot	Page 6
Rental Type 3: Building Rental	Page 7
Rental Type 4: Instructional Program and Activity Rental	Page 8
Rental Type 5: Gymnasium	Page 9
Rental Type 6: Aquatics	Page 10
Rental Type 7: Athletics	Page 11
Rental Type 8: Arena (Horse, Remote Cars, and Hockey)	Page 12
Rental Type 9: Charlotte Sports Park	Page 13
Rental Type 10: Concessions	Page 15
Parking Fees	Page 16
Open Gym/Drop-In Admissions	Page 16
Program Fees	Page 16
Library	Page 16

Rental Information:

Amenities and meeting rooms are available to the public on a first come, first served basis, as available. There are rental fees to users for reserved exclusive use based on the following categories:

Category 1: *Any individual renting facilities for a private function or a recreational class or a not-for-profit organization renting facilities for an organizational function, to raise funds for charity, or for the maintenance of an organization.*

Category 2: *Commercial, business, or individual renting facilities for publicity, advertising, sales, or any other for-profit purposes.*

Damage Deposits:

There is a \$100 deposit per one-time event rental (over 30 people and/or use of alcohol). The deposit will be required and must accompany the executed contract. The deposit is refundable after facility inspection.

Insurance Requirements:

Reserving any facility, pavilion or open space within Charlotte County Community Services is a contractual agreement and may require insurance. The specific type and amount of insurance required is dependent upon the nature of the activity, program, or event that will be occurring.

All space and facility rentals in which the renter will be supplying alcoholic beverages require a Certificate of Insurance listing Charlotte County as an additional insured. The Certificate must include an alcohol provision and receipt of the insurance must be confirmed by Charlotte County.

Alcohol Policy:

The consumption of alcoholic beverages is prohibited in any County parks and recreation facility located within a Community Redevelopment Area AND between sunset and sunrise in all other parks and recreation facilities, except where alcohol consumption is expressly authorized by the terms of a county lease, outdoor festival license, or other similar county event or temporary use permit.

Cancellation and Refund Policy:

Written notice for cancellation of use of the Charlotte Sports Park and the Port Charlotte Beach Recreation Center must be submitted to the Community Services Department at least five (5) weeks prior to the beginning of the term to receive a full refund of fees paid. If such notice is not provided but said usage is cancelled, then the County will retain 25% of the total rental fees and return the remainder of the fees. If the usage is cancelled less than two (2) weeks prior to the beginning of the term then the County shall retain all fees.

County may terminate any rental agreement, with or without cause, upon a thirty (30) day written notice to the renter. If the County cancels a rental agreement, all monies shall be refunded to the renter, but the County will not be liable for any additional damages.

Cancellation of use of all other Community Services facilities must be provided in writing and submitted to the Community Services Department at least two (2) weeks prior to the beginning of the term to receive a full refund of fees paid. If written notice is provided less than 2 weeks prior to the beginning of the term, but is provided at least one week prior to the beginning of the rental term, the County will retain 25% of the total rental fees and return the remainder of the paid rental. If the usage is cancelled less than one (1) week prior to the beginning of the rental term, then the County shall retain all rental fees paid.

Definition of a Family

A family is a group of two people or more (one of whom is the householder) related by birth, marriage, or adoption and residing together; all such people (including related subfamily members) are considered as members of one family. Beginning with the 1980 Current Population Survey, unrelated subfamilies (referred to in the past as secondary families) are no longer included in the count of families, nor are the members of unrelated subfamilies included in the count of family members. The number of families is equal to the number of family households; however, the count of family members differs from the count of family household members because family household members include any non-relatives living in the household.

Rental Type 1: Outdoor Buildings

Outdoor building rentals encompass group picnic shelters, gazebos, and the outdoor classrooms or amphitheaters.

Rental rates are determined based on the following square footage:

Category 1 - Non-profit / Private Use

Size 1	400-1500 square feet \$10.00 per hour (4-hour minimum)
Size 2	1600-2500 square feet \$20.00 per hour (4-hour minimum)

Category 2 - For-Profit / Commercial Use

Size 1	400-1500 square feet \$20.00 per hour (4-hour minimum)
Size 2	1600-2500 square feet \$40.00 per hour (4-hour minimum)

100% of payment is required with contract.

Two (2) weeks (14 days) advanced notice is required for all outdoor rental contracts.

Note:

- ✓ Additional staff labor fees of \$20.00 per hour per person with a four (4) hour minimum and \$30 per hour per person for overtime with a four (4) hour minimum may apply based upon the nature and size of the event.
- ✓ Labor fees will be determined solely by the Community Services Department and based upon current staffing levels.

Rental Type 2: Open Space/Parking Lot

Open Space

Open Space rentals encompass parking lots, decks, and any other large open areas used for activities, programs, events or services.

*A damage deposit of \$100 per event rental will be required and must accompany the executed contract. This deposit is refundable after facility inspection.

Category 1 - Non-profit / Private Use - Non-profit / Private Use

Open Space Fee

100 or less people	\$ 15.00 per hour (minimum 2 hours)
101 – 500 people	\$ 30.00 per hour (minimum 2 hours)
501 – 2000 people	\$ 65.00 per hour (minimum 2 hours)
2001 – 5000 people	\$100.00 per hour (minimum 2 hours)

Category 2 - For-Profit / Commercial Use

Open Space Fee

100 or less people	\$ 30.00 per hour (minimum 2 hours)
101 – 500 people	\$ 60.00 per hour (minimum 2 hours)
501 – 2000 people	\$130.00 per hour (minimum 2 hours)
2001 – 5000 people	\$200.00 per hour (minimum 2 hours)

Parking Lots

Parking Lot (if part of a facility rental)	\$150.00 per day
Parking Lot (if use is the entire rental)	\$450.00 per day

Note:

- ✓ Additional staff labor fees of \$20.00 per hour per person with a four (4) hour minimum and \$30 per hour per person for overtime with a four (4) hour minimum may apply based upon the nature and size of the event.
- ✓ Labor fees will be determined solely by the Community Services Department and based upon current staffing levels.

Rental Type 3: Building Rental

Excluding rental of gymnasiums, Charlotte Sports Park, or Charlotte Harbor Event and Conference Center. Rental rates are determined based on the following square footage.

*A damage deposit of \$100 per event rental will be required and must accompany the executed contract. This deposit is refundable after facility inspection.

Category 1 - Non-profit / Private Use

Room size 1	0 - 600 square feet	\$9.50 per hour
Room size 2	601 - 1500 square feet	\$25.00 per hour
Room size 3	1501 - 2800 square feet	\$47.00 per hour
Room size 4	2801 square feet or more	\$62.50 per hour

Category 2 - For-Profit / Commercial Use

Room size 1	0 - 600 square feet	\$18.75 per hour
Room size 2	601 - 1500 square feet	\$50.00 per hour
Room size 3	1501 - 2800 square feet	\$93.75 per hour
Room size 4	2801 square feet or more	\$125.00 per hour

Room Set up / Clean up (Category 1 and 2)

Room size 1	0 - 600 square feet	\$15.00
Room size 2	601 - 1500 square feet	\$30.00
Room size 3	1501 - 2800 square feet	\$45.00
Room size 4	2801 square feet or more	\$60.00

Note:

- ✓ Additional staff labor fees of \$20.00 per hour per person with a four (4) hour minimum and \$30 per hour per person for overtime with a four (4) hour minimum may apply based upon the nature and size of the event.
- ✓ Labor fees will be determined solely by the Community Services Department and based upon current staffing levels.

Instructional Program and Activity Rental

All fees for instructional programs and activity rentals are determined based on the square footage of each location as listed below and availability at each facility.

All newly contracted instructional programs and activity rentals will be charged an introductory rate discount for the initial 90 days of the program/activity. Rates listed below are applicable at all Community Services Facilities except the Charlotte Sports Park (see Page 13 for the rental fees at this location) and libraries.

Room size 1	0 - 600 square feet	\$4.00 per hour
Room size 2	601 - 1500 square feet	\$8.00 per hour
Room size 3	1501 - 2800 square feet	\$13.00 per hour
Room size 4	2801 square feet or more	\$16.50 per hour

All recurring contracted instructional programs and activities rentals will be charged a standard rate discount throughout the duration of their program/activity. Rates listed below are applicable at all Community Services facilities except the Charlotte Sports Park (see Page 11 for the rental fees at this location) and libraries.

Room size 1	0 - 600 square feet	\$8.00 per hour
Room size 2	601 - 1500 square feet	\$16.00 per hour
Room size 3	1501 - 2800 square feet	\$26.00 per hour
Room size 4	2801 square feet or more	\$33.00 per hour

Note:

- ✓ Additional staff labor fees of \$20.00 per hour per person with a four (4) hour minimum and \$30 per hour per person for overtime with a four (4) hour minimum may apply to any rental based upon the nature and size of the event.
- ✓ Labor fees will be determined solely by the Community Services Department and based upon current staffing levels.

Rental Type 4: Gymnasium

Gymnasiums are multipurpose facilities and may be used for a variety of activities. Two different rates are charged for the gymnasium usage. A gymnasium used for a purpose other than an athletic activity (for example an Auditorium, Banquet Room, or Meeting Room) is charged the special rate listed below when compared to a gymnasium used for athletic activities.

Category 1 - Non-profit / Private Use

Full Gym/Athletics Activity	\$25.00 per hour
Full Gym/Special Activity (other than athletic)	\$35.00 per hour
Half Gym/Athletics Activity	\$15.00 per hour
Half Gym/Special Activity (other than athletic)	\$20.00 per hour

Category 2 - For-Profit / Commercial Use

Full Gym/Athletics Activity	\$50.00 per hour
Full Gym/Special Activity (other than athletic)	\$70.00 per hour
Half Gym/Athletics Activity	\$30.00 per hour
Half Gym/Special Activity (other than athletic)	\$40.00 per hour

Note:

- ✓ Additional staff labor fees of \$20.00 per hour per person with a four (4) hour minimum and \$30 per hour per person for overtime with a four (4) hour minimum may apply based upon the nature and size of the event.
- ✓ Labor fees will be determined solely by the Community Services Department and based upon current staffing levels.

Rental Type 5: Aquatics

Pool Admissions

<u>Adult (18+ years)</u>	<u>Child (2 - 17 years)</u>	
Daily	\$ 3.00	\$ 2.00
Annual Pass	\$100.00	\$75.00
Six Month Seasonal Pass	\$ 60.00	\$38.00
Annual Family Pass	\$230.00 (4 members) plus	
\$ 30.00 for each additional child		

Pool Rentals

\$25.00 rental per hour plus \$24.00 per hour per County lifeguard

A minimum of two (2) lifeguards is required for any pool rental.

Collegiate Swimming Fees

Long Course \$13.00 per lane per hour

Short Course \$10.00 per lane per hour

Entire aquatic facility rental** \$100 per hour (minimum of 4 hours)

**The entire aquatic facility rental includes; all competitive lanes, deck space, and locker rooms.

Note:

- ✓ Additional staff labor fees of \$24.00 per hour per person with a four (4) hour minimum and \$34 per hour per person for overtime with a four (4) hour minimum may apply based upon the nature and size of the event.
- ✓ Labor fees will be determined solely by the Community Services Department and based upon current staffing levels.

Rental Type 6: Athletics

	<u>Without Lights</u>	<u>With Lights</u>
<u>Field & Court Rentals</u>	\$10.00 per hour	\$20.00 per hour
• Outdoor Basketball Court		
• Outdoor Volleyball Court		
• Softball/Baseball field rental		
• Football/Soccer field rental		
• Disc Golf		
• Outdoor Tennis Court		
 <u>Field Preparation</u>	 \$15.00 per court or field rental	
 <u>Tournaments</u>		
Field Rental	\$100.00 per day per field	
Field Preparation	\$10.00 per preparation per field	
Field Lights	\$20.00 per hour per field	
Additional Restroom Cleanings (includes restocking of supplies)	\$100 per day per restroom building	
 <u>Adult Organized Leagues</u>		
Softball leagues	\$15.00 per game (1 ½ hour maximum)	
Tennis leagues	\$10.00 per court (1 ½ hour maximum)	
Cricket	\$15.00 per game (maximum 3 hours)	
 Concession Vendor Revenue	 \$25.00 per day per vendor	

Note:

- ✓ Additional staff labor fees of \$20.00 per hour per person with a four (4) hour minimum and \$30 per hour per person for overtime with a four (4) hour minimum may apply based upon the nature and size of the event.
- ✓ Labor fees will be determined solely by the Community Services Department and based upon current staffing levels.
- ✓ Youth Sport Council Member Organizations will receive complimentary or discounted fees for usage of athletic facilities for practices, games and tournaments (based upon availability).
- ✓ Any rental of an athletic facility by a for-profit organization will be charged the approved usage fees.

Rental Type 7: Arena (Horse, Remote Control Cars and Hockey)

Category 1 - Non-profit / Private Use

\$15.00 per hour \$150.00 maximum per day

Category 2 - For-Profit / Commercial Use

\$30.00 per hour \$300.00 maximum per day

Lights \$10.00 per hour

Field preparation \$10.00 per hour

Note:

- ✓ Additional staff labor fees of \$20.00 per hour per person with a four (4) hour minimum and \$30 per hour per person for overtime with a four (4) hour minimum may apply based upon the nature and size of the event.
- ✓ Labor fees will be determined solely by the Community Services Department and based upon current staffing levels.

Rental Type 8: Charlotte Sports Park

Boardwalk as sole rental (Category 1 - Non-profit / Private Use)	\$400 per day
Boardwalk as sole rental (Category 2 - For-Profit / Commercial Use)	\$800 per day
Box Office and Ticket Booth	NOT AVAILABLE
Chair Rentals	\$.50 each per day
Commercial Filming	\$150 per hour
Concession Revenue Percentage	\$25 per day Practice Field \$50 per day Stadium
Concourse as sole rental (Category 1 - Non-profit / Private Use)	\$450 per day
Concourse as sole rental (Category 2 - For-Profit / Commercial Use)	\$900 per day
Covered Pavilion	\$350 per day
Damage Deposit	Equal to base rental not including additional amenities
Field Preparation	\$15 / Occasion / Field
Hospitality Suite Level - Lobby	\$125 per hour
Hospitality Suites (total of 5)	\$250 per day per suite
Open Space (Category 1 - Non-profit / Private Use)	
100 or less people	\$15 per hour (2-hour minimum)
101-500 people	\$30 per hour (2-hour minimum)
501-2000 people	\$65 per hour (2-hour minimum)
2001-5000 people	\$100 per hour (2-hour minimum)
Open Space (Category 2 - For-Profit / Commercial Use)	
100 or less people	\$30 per hour (2-hour minimum)
101-500 people	\$60 per hour (2-hour minimum)
501-2000 people	\$130 per hour (2-hour minimum)
2001-5000 people	\$200 per hour (2-hour minimum)
Outfield Bar and Boardwalk (Category 1 - Non-profit / Private Use)	\$500 per day

Outfield Bar and Boardwalk (Category 2 - For-Profit / Commercial Use)	\$1000 per day
Outfield Bar as sole rental (Category 1 - Non-profit / Private Use)	\$200 per day
Outfield Bar as sole rental (Category 2 - For-Profit / Commercial Use)	\$400 per day
Parking Lot	\$900 per day
<u>Parking Lot Lighting (Category 1 - Non-profit / Private Use)</u>	\$200 per day
<u>Parking Lot Lighting (Category 2 - For-Profit / Commercial Use)</u>	\$400 per day
Practice Field	\$100 per field per day
Practice Field Tower (restrooms and concessions)	\$300 per day
Press Level - Lobby	\$125 per hour
Rental of 4 Suites (all together)	\$800 per day
Restrooms as sole rental	\$250 per day
Special Event Set-up/Tear Down Days	One-half (1/2) of the total daily fee
Stadium (Category 1 - Non-profit / Private Use)	\$1500 per day
Stadium (Category 2 - For-Profit / Commercial Use)	\$3000 per day
Stadium Field as a sole rental	\$500 per day
Stadium Field Lighting	Demand Fee = \$650; Usage Fee \$125 per hour
Staff Labor	\$20 per hour per person (4-hour minimum)
Staff Labor Overtime	\$30 per hour per person (4-hour minimum)

- ✓ Additional staff labor fees of \$20.00 per hour per person with a four (4) hour minimum and \$30 per hour per person for overtime with a four (4) hour minimum may apply based upon the nature and size of the event.
- ✓ Labor fees will be determined solely by the Community Services Department and based upon current staffing levels.
- ✓ A stadium rental includes all areas within the confines of the stadium including the main parking lot but excludes any lighting rentals for stadium field, stadium concourse and the main stadium parking lot).
- ✓ The stadium field as a sole rental includes one (1) upper and lower seating area, a men's restroom, a women's restroom, and a family restroom.

Rental Type 9: Concessions

Food and beverage concessions will be handled exclusively by the Charlotte County Community Services Department. If exclusivity is waived at the discretion of Director or designee and concessions are handled by an outside vendor, Charlotte County will receive 15% of gross sales of concessions.

Mobile Concessions / Food Trucks

Daily	\$ 25.00
Weekly	\$ 75.00
Monthly	\$190.00

Mandatory Criminal Background Check	\$52.25
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Other Fees

Parking Fees - Parking fees are charged at beach parks and boat ramps.

Hourly	\$.75
Annual Pass	\$50.00
3-Month Pass	\$25.00
6-Month Pass	\$35.00

<u>Open Gym/Drop-in Admissions</u>	<u>Adult (18+ years)</u>	<u>Child (2 - 17 years)</u>
Per Occasion	\$2.00 per person	\$2.00 per person
6-Month Pass	\$40.00 per person	\$25.00 per person
Annual Pass	\$75.00 per person	\$40.00 per person

Program Fees

Fees will be charged or sponsored for many Community Services programs. All fees will be determined and set by the County Administrator or his/her designee.

Example of Program Fees:

Water Aerobics	\$ 3.00 per class
Swim Lessons	\$45.00 per 8 lessons

Library Fees

Non-cardholder computer use	No charge
Prints and copies	\$0.20/page; \$0.50/color print
Nonresident Library Card	
Annual	\$35.00
3-Months	\$10.00
6-Months	\$20.00
Replacement of lost library card	\$1.00
Interlibrary Loan Fees (Out-of-State Requests)	\$5.00

Library (Overdue Materials) Fines

All Adult Items	\$0.25/day
All Children's Items	No Fines
Maximum Fine Per Item	\$10.00
Lost/Damaged Items	Cost of item plus \$3.00 processing fee

**Food for Fines Library will waive up to \$1.00 in fines for each donated food item