

**SEMINOLE COUNTY GOVERNMENT  
AGENDA MEMORANDUM**

**SUBJECT:** Department of Library and Leisure Services Fee Resolution

**DEPARTMENT:** Fiscal Services      **DIVISION:** Administration

**AUTHORIZED BY:** Ray Hooper      **CONTACT:** Lin Polk      **EXT.** 7177

<b>Agenda Date</b> <u>8/26/03</u> <b>Regular</b> <input type="checkbox"/> <b>Consent</b> <input checked="" type="checkbox"/> <b>Work Session</b> <input type="checkbox"/> <b>Briefing</b> <input type="checkbox"/> <b>Public Hearing – 1:30</b> <input type="checkbox"/> <b>Public Hearing – 7:00</b> <input type="checkbox"/>
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**MOTION/RECOMMENDATION:**

Approve and authorize Chairman to revise the Department of Library and Leisure Services Fee Resolution.

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**BACKGROUND:**

The Department of Library and Leisure Services has reviewed its existing fee resolution to insure proper fees are charged for its services.

As a result of the review, the Department proposes the following revisions:

- Eligibility of Lake County residents to obtain a Seminole County Library card.
- Authorization to charge customers for interlibrary loan fees imposed by lending libraries.
- Simplification of fee structure for use of the Sports Training Center at Sylvan Lake Park.

<b>Reviewed by:</b>	
<b>Co Atty:</b>	
<b>DFS:</b>	<u>RBH</u>
<b>Other:</b>	
<b>DCM:</b>	<u>SP</u>
<b>CM:</b>	<u>LP</u>
<b>File No.</b>	<u>CFSA01</u>

# ECONOMIC IMPACT STATEMENT

**DATE:** August 7, 2003

**DEPT./DIVISION:** Library & Leisure Services

**CONTACT PERSON:** Stephanie Kobrin

**EXTENSION:** 7490

## DESCRIBE PROJECT/PROPOSAL:

Revisions of Fee Resolution for Department of Library & Leisure Services:

1. Include the eligibility of Lake County Library System cardholders to obtain a Seminole County library card at no charge; per interlocal agreement approved by the BCC 2/25/03;
2. Authorize the charging of Interlibrary loan fees to requesting library customers. These are lending library charges for the use of materials/services;
3. Revise Sylvan Lake Park Sports Training Facility user fees to more accurately reflect use patterns.

## DESCRIBE THE DIRECT ECONOMIC IMPACT OF THE PROJECT/ PROPOSAL UPON THE OPERATION OF THE COUNTY:

The revisions have no economic impact on County operations. The processes currently exist and are revenue neutral. The updates provide administrative authority for implementation.

Revisions to the training facility fee schedule simplify the fee structure and reflect actual rental use.

## DESCRIBE THE DIRECT ECONOMIC IMPACT OF THE PROJECT/ PROPOSAL UPON THE PROPERTY OWNERS/TAX PAYERS/CITIZENS WHO ARE EXPECTED TO BE AFFECTED:

None.

## IDENTIFY ANY POTENTIAL INDIRECT ECONOMIC IMPACTS, POSITIVE OR NEGATIVE WHICH MIGHT OCCUR AS A RESULT OF THE PROJECT PROPOSAL:

None.

**RESOLUTION NO. 03-R-\_\_\_\_\_**

**SEMINOLE COUNTY, FLORIDA**

**THE FOLLOWING RESOLUTION WAS ADOPTED AT THE REGULAR MEETING OF THE BOARD OF COUNTY COMMISSIONERS OF SEMINOLE COUNTY, FLORIDA, ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_ 2003.**

**WHEREAS**, the Department of Library and Leisure Services (the "Department") is responsible for the operation of the County Parks & Recreation System, the Library System, the Cooperative Extension Division, and the Historical Museum; and

**WHEREAS**, Board of County Commissioners desires that the cost for certain items be borne primarily by the users; and

**WHEREAS**, in the day-to-day operations of the Library System, it is a common practice for fines and fees to be charged, and

**WHEREAS**, the Board of County Commissioners has determined that fees shall be adopted from time to time, to cover all or a portion of the costs for the various Parks and Recreation programs operated by ~~Seminole County~~ the Department; and

**WHEREAS**, the Board of County Commissioners encourages the co-sponsorship of sporting events between the County and sporting event sponsors and recognizes that the normal fixed fees charged users for the use of County fields, courts, and other facilities may not be appropriate for co-sponsored tournaments and that co-sponsorship with shared tournament revenues may be more advantageous to the County; and

**WHEREAS**, new or revised fees are periodically needed to cover new programs or new costs;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of Seminole County, Florida, that the following new or revised fines and fees are hereby imposed and shall be collected by the Department of Library and Leisure Services.

**DEPARTMENT OF LIBRARY AND LEISURE SERVICES**

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**SECTION 1. LIBRARY SERVICES FEE SCHEDULE**

**A. LIBRARY CARDS**

1. Issuance of library card:
  - a. Seminole County residents or property owners ..... No Charge
  - b. Seminole County Governmental employees and all children attending public schools in Seminole County, regardless of residency ..... No Charge
  - c. Non-Seminole County residents, per family, per year (excluding persons listed in b. above) ..... 30.00
  - d. Orange County Library District cardholders..... No Charge
  - e. Lake County Library System cardholders ..... No Charge
  
2. Replacement card..... 1.00

**B. OVERDUE MATERIAL**

1. Books and recordings, per item, per day, ..... 0.10  
 Maximum fine for all days overdue, per item ..... 5.00
2. State Library of Florida audiovisual materials ..... 1.00  
 (per item, per day)  
 Maximum fine for all days overdue not to exceed replacement cost

Should illness or extenuating circumstance prevent return of items on time, no fines will be levied

**C. DAMAGED MATERIAL**

Charges for damaged material will be determined by the librarian in charge based on the amount of damage. All damaged materials remain the property of Seminole County, regardless of the amount charged for damage.

**D. LOST MATERIAL**

1. Non refundable processing fee ..... 5.00  
**Plus:**
2. When replacement value is known: ..... replacement cost
3. When replacement value is not known:
  - a. Adult books..... 20.00
  - b. Children's books ..... 15.00
  - c. Audiocassettes ..... 15.00
  - d. Uncataloged paperbacks.... Donation of any paperback

**E. INTERLIBRARY LOAN FEES**

All fees charged by lending libraries and/or other materials lending services will be charged to the requesting customer.

**F. COPIES MADE ON COIN OPERATED EQUIPMENT**

Per copy ..... 0.10

**SECTION 2. HISTORICAL MUSEUM FEE SCHEDULE**

**A. COPIES MADE FOR PUBLIC**

Per copy ..... 0.10

**SECTION 3. PARKS AND RECREATION FEE SCHEDULE <sup>1</sup>**

<u>Activity</u>	<u>Fees</u>
<b>A. TENNIS</b>	
8:00 am - 5:00 pm .....	2.00 hour/court
5:00 pm - 10:00 pm.....	4.00 hour/court
Lessons (Junior & Adult; 1 hour) .....	5.00 person/lesson
Women's/Men's/Mixed Doubles/ .....	1.00 hour/person
Round Robin Tennis Programs	
Junior Training Program.....	7.00 person/lesson
(includes court usage from 12 p.m. - 5 p.m.)	
Team Fee.....	100.00 team/year
Tennis Singles League.....	10.00 person
Tennis Tournament	
Registration Singles .....	25.00 person
Registration Doubles.....	30.00 team
Rookie Tournaments.....	20.00 person
Ball Machine Rental (1/2 hour).....	3.00 plus court fee
Ball System (1/2 hour).....	5.00
Ball Hopper .....	1.00 each
Tennis Balls.....	3.00 per can
<b>B. RACQUETBALL</b>	
8:00 am - 10:00 pm .....	4.00 hour/court
Racquetball Single's League .....	15.00 per person
Racquetball Round Robin (weekly) .....	3.00 per person
Racquetball Tournament	
Junior	
1st Event.....	10.00

<sup>1</sup> NOTE: A portion of some of the fees is remitted to the Florida Department of Revenue as sales tax.

BACK/IF ... 6

2nd Event .....	5.00	
On Site Registration .....	5.00	additional fee
Adult		
1st Event.....	20.00	
2nd Event .....	10.00	
3rd Event .....	5.00	
On Site Registration .....	5.00	additional fee
Racquetballs.....	3.00	per can

**C. ATHLETIC FIELD AND ROLLER HOCKEY RINK RENTALS**

8:00 am - 5:00 pm.....	10.00	hour/field/rink
5:00 pm - 10:00 pm.....	20.00	hour/field/rink
Basketball court reservation .....	5.00	hour
County Softball Tournament Entry Fee .....	125.00	team
Maintenance Crew ( 2 people & equipment) .....	30.00	per hour
(Crew charge effective after 3:30 pm weekdays and all day Saturdays, Sundays and County Holidays.)		
Scoreboard Use (Softball) .....	2.00	per game

Should illness or extenuating circumstances prevent use of facilities credits may be issued.

**D. ADULT LEAGUES**

Softball/Fast Pitch .....	38.00	game/team
Softball/Slow Pitch (2 umpires) .....	26.00	game/team
Softball/Slow Pitch (1 umpire/Senior Leagues) .....	23.00	game/team
Basketball.....	17.50	game/team
Volleyball.....	12.50	game/team
Trophy Fee.....	30.00	season/team
Protest Fee.....	50.00	per protest

**E. YOUTH GROUPS/LEAGUE PLAY**

Softball		
League Play .....	10.00	game
Football/Soccer		
League Play .....	10.00	game
Tournaments .....	hourly rate based on Athletic Field Rentals	

**F. CAMPING**

Lake Mills Park.....	5.00	site/day
	2.50	site/day/ Sr. Citizen
Group Camping .....	20.00	site/day
Mullet Lake Park.....	5.00	site/day
	2.50	site/day/ Sr. Citizen

PACKED ITEM # 6

**G. PAVILION RESERVATIONS:**

Lake Mills Park		
Large Pavilion .....	40.00	1/2 day
Small Pavilion .....	20.00	1/2 day
Red Bug Lake Park		
Large Pavilion .....	40.00	1/2 day
Small Pavilion .....	20.00	1/2 day
Sanlando Park		
Large Pavilion .....	40.00	1/2 day
Small Pavilion .....	20.00	1/2 day
Sylvan Lake Park		
Large Pavilion .....	40.00	1/2 day
Small Pavilion .....	20.00	1/2 day

Should illness or extenuating circumstances prevent use of facilities credits may be issued.

**H. SPORTS TRAINING FACILITY**

<u>Activity</u>	<u>Daily User Fee</u>
<b>Base Package:</b>	
— 1 - Shower/Dressing room	
— Clean-up	
— Laundry Facilities	
— 1 - Field	
Total .....	100.00 day

Additional items available with Base Package only:

A. 1 - Shower/Dressing room ** .....	100.00	<del>60.00</del> day
B. 1 - Weight room .....	60.00	day
C. 1 - Training/Treatment room .....	60.00	day
D. 1 - Coach's office .....	10.00	day
B.E. Multipurpose room A* or B*:		
full day .....	60.00	8 a.m. - 10 p.m.
2/3 day .....	40.00	8 a.m. - 5 p.m.
		OR 1 p.m. - 10 p.m.
1/3 day .....	20.00	8 a.m. - 12 p.m.
		OR 1 p.m. - 5 p.m.
		OR 6 p.m. - 10 p.m.
C.F. Conference room A*:		
full day .....	30.00	8 a.m. - 10 p.m.
2/3 day .....	20.00	8 a.m. - 5 p.m.
		OR 1 p.m. - 10 p.m.
1/3 day .....	10.00	8 a.m. - 12 p.m.
		OR 1 p.m. - 5 p.m.

OR 6 p.m. - 10 p.m.

- \* Items also available separately.
- \*\* Available in conjunction with rental of tennis or racquetball courts.

Meeting rooms may be utilized by County Departments and Agencies at no cost subject to availability.

~~One-time Building Damage Deposit (refundable) .....300.00~~

~~Cancellation without 48-hour notice .....100.00  
(deducted from deposit)~~

**I. NOT FOR PROFIT CAMP/PROGRAM RATES**

Not for profit organizations that use county parks to operate summer camps, intersession or other programs for youth, may use the park common areas (open fields, trails, boardwalks) as well as a pavilion and storage area (where available) at the rate of \$40.00 per site per day. Such use shall not interfere with the ability of the general public to use and enjoy the park site and facilities.

**J. EVENT/TOURNAMENT FEES**

Fees may be collected for events/tournaments owned and controlled by local, state, regional or national organizations at a variable rate as determined by the organization. A portion of these fees may be returned to the organization as per contractual requirements on a case-by-case basis.

Event staff (per staff member) .....20.00/hr  
(Number of staff required to be determined by Parks & Recreation Manager based upon the size and complexity of event.)

**SECTION 4. COOPERATIVE EXTENSION FEE SCHEDULE**

- A. Soil Tests ..... 1.50
- B. Water Tests Irrigation Water Tests ..... 1.50
- C. Lost auditorium key fine ..... 5.00

**BE IT FURTHER RESOLVED** that administrative adjustments may be made to the above fees for Parks and Recreation to provide for refunds and credits when approved by the Manager of Parks and Recreation.



RESOLUTION WITH CHANGES HIGHLIGHTED

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**BE IT FURTHER RESOLVED** that the Director of the Library and Leisure Services Department is authorized to waive the rates set forth in Section 3 above for tournaments and in lieu thereof accept thirty percent (30%) of team entry fees generated by various events under tournament co-sponsorships with tournament and event sponsors.

**BE IT FURTHER RESOLVED** that Resolution No. 2000-R-121, and all other resolutions or parts of Resolutions in conflict herewith by establishing fees inconsistent with those established herein are hereby repealed. All fees established herein shall go into effect immediately.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2003.

ATTEST:

BOARD OF COUNTY COMMISSIONERS  
SEMINOLE COUNTY, FLORIDA

\_\_\_\_\_  
MARYANNE MORSE, Clerk to the  
Board of County Commissioners of  
Seminole County, Florida

\_\_\_\_\_  
Chairman