

RESOLUTION NO. 40-10-13

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA AMENDING RESOLUTION 58-08-07 AND APPROVING A REVISED FEE SCHEDULE FOR THE RENTAL OF VARIOUS TOWN FACILITIES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town of Lake Park (“Town”) is a municipal corporation of the State of Florida with such power and authority as has been conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, the Town Commission has previously adopted a fee schedule which establishes rental rates pertaining to the temporary use of various Town facilities; and

WHEREAS, the town staff has recommended that periodic adjustments be made to the facility rental fee schedule to meet the Town’s increased costs; and

WHEREAS, the Town Commission has determined that the staff’s recommended adjustment to the rental rate schedule is in the best interest of the Town. health, safety and general welfare to implement a new facility rental fee schedule, which are set forth in the Town “Facilities Rental Fee Schedule”, a copy of which is attached hereto and incorporated herein as **Exhibit “A”** .

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF LAKE PARK:

Section 1. The foregoing recitals are hereby incorporated as true and correct as the findings of fact and conclusions of law of the Town Commission.

Section 2. The Town Commission hereby approves the revised “Facilities Rental Fee Schedule” which is attached hereto, and incorporated herein as **Exhibit “A”**.


Section 3. This Resolution shall take effect immediately upon its adoption.

The foregoing Resolution was offered by Commissioner O'Rourke who moved its adoption. The motion was seconded by Commissioner Flaherty and upon being put to a roll call vote, the vote was as follows:

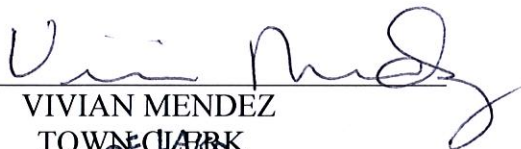

	AYE	NAY
MAYOR JAMES DUBOIS	<u> / </u>	<u> — </u>
VICE-MAYOR KIMBERLY GLAS-CASTRO	<u> / </u>	<u> — </u>
COMMISSIONER ERIN FLAHERTY	<u> / </u>	<u> — </u>
COMMISSIONER MICHAEL O'ROURKE	<u> / </u>	<u> — </u>
COMMISSIONER KATHLEEN RAPOZA	<u> / </u>	<u> — </u>

The Town Commission thereupon declared the foregoing Resolution NO. 40-10-13 duly passed and adopted this 16 day of October, 2013.

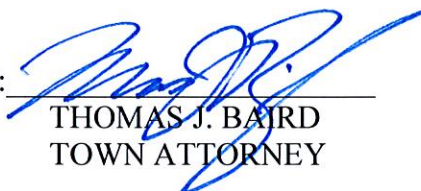
TOWN OF LAKE PARK, FLORIDA

BY: 
JAMES DUBOIS
MAYOR

ATTEST:


VIVIAN MENDEZ
TOWN CLERK

TOWN OF LAKE PARK
SEAL
(TOWN SEAL)
FLORIDA

Approved as to form and legal sufficiency:

BY: 
THOMAS J. BAIRD
TOWN ATTORNEY



TOWN OF LAKE PARK

535 Park Avenue
561-881-3338

CURRENT

FACILITY RENTAL FEE SCHEDULE 2013

FACILITY	DEPOSIT	RENTAL FEE/HR + TAX		
		Resident	Non-Resident	
MIRROR BALLROOM <i>Capacity 100</i>	\$500	\$70/hour *	\$100/hour*	
EVERGREEN HOUSE <i>Capacity 20 indoors/65 outdoors</i>	\$200	\$45/hour*	\$70/hour*	
HARBOR MARINA <i>Capacity 50</i>	\$200	\$60/hour*	\$90/hour*	
LAKE SHORE PARK INDOOR PAVILION <i>Capacity 40</i>	\$200	\$60/hour*	\$90/hour*	
LAKE SHORE PARK SOUTH PAVILION 2 picnic tables (Sunrise to Sunset) <i>Capacity 25</i>	\$100	\$50 (flat)	\$70	
LAKE SHORE PARK PLAYGROUND PAVILION 4 picnic tables (Sunrise to Sunset) <i>Capacity 45</i>	\$100	\$100 (flat)	\$125	
LAKE SHORE PARK NORTH PAVILION OR WEST ILEX PARK PAVILION 1 picnic table (Sunrise to Sunset) <i>Capacity 15 each</i>	\$100	\$35 (flat)	\$60	
BLAKELY COMMONS GAZEBO <i>Capacity 40</i>	\$100	\$45/hour	\$70/hour	
KELSEY PARK				
	<i>Entire</i>	\$500	\$200/hour	\$250/hour
	<i>Half</i>	\$250	\$100/hour	\$150/hour

OTHER FEES (non-taxable)

*STAFF FEE	\$30/hour (required for all indoor facility rentals)
SET UP & BREAKDOWN	\$30/hour (staff fee required*)
PARTY PACKAGE	\$200/flat rate – table cloths; chafing dishes (8);
METERED PARKING	\$1.00/hour

Note: Host may pay for parking for their guests in advance and receive a parking pass for convenience only and does not reserve a parking space.

Rev. 2/13



TOWN OF LAKE PARK

535 Park Avenue
561-881-3338

PROPOSED

FACILITY RENTAL FEE SCHEDULE 2013

FACILITY	DEPOSIT	RENTAL FEE/HR + TAX	
		Resident	Non-Resident
MIRROR BALLROOM <i>Capacity 100</i>	\$250	\$70/hour *	\$100/hour*
EVERGREEN HOUSE <i>Capacity 20 indoors/65 outdoors</i>	\$200	\$45/hour*	\$70/hour*
HARBOR MARINA <i>Capacity 50</i>	\$200	\$60/hour*	\$90/hour*
LAKE SHORE PARK INDOOR PAVILION <i>Capacity 40</i>	\$200	\$60/hour*	\$90/hour*
LAKE SHORE PARK SOUTH PAVILION 2 picnic tables (Sunrise to Sunset) <i>Capacity 25</i>	\$100	\$50 (flat)	\$70
LAKE SHORE PARK PLAYGROUND PAVILION 4 picnic tables (Sunrise to Sunset) <i>Capacity 45</i>	\$100	\$100 (flat)	\$125
LAKE SHORE PARK NORTH PAVILION OR WEST ILEX PARK PAVILION 1 picnic table (Sunrise to Sunset) <i>Capacity 15 each</i>	\$100	\$35 (flat)	\$60
BLAKELY COMMONS GAZEBO <i>Capacity 40</i>	\$100	\$45/hour	\$70/hour
KELSEY PARK	\$500	\$400 FLAT FEE	

OTHER FEES (non-taxable)

*STAFF FEE	\$30/hour (required for all indoor facility rentals)
SET UP & BREAKDOWN	\$30/hour (staff fee required*)
PARTY PACKAGE	\$200/flat rate – table cloths; chafing dishes (8);
METERED PARKING	\$1.00/hour

Note: Host may pay for parking for their guests in advance and receive a parking pass for convenience only and does not reserve a parking space.

Rev. 2/13

RESOLUTION NO. 57-08-07

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA ADOPTING NEW CRITERIA FOR FEE WAIVER REDUCTIONS FOR TOWN FACILITIES AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Lake Park ("Town") is a municipal corporation of the State of Florida with such power and authority as has been conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, the Town Commission has previously adopted fee waiver and reduction criteria for organizations wishing to rent Town facilities together with a corresponding fee schedule which provides for fee waivers and reductions when Town facilities are rented by organizations who meet the Town established criteria;

WHEREAS, the Town Commission recognizes that periodic adjustments must be made to the established fee waiver and reduction fee waiver schedule for qualified organizations in keeping with increased costs and the market in general; and

WHEREAS, the Town has determined that it is in the best interests of the Town to adopt both new criteria and a new fee waiver and reduction schedule as set forth in the Fee Waiver Criteria and Fee Reduction Schedule for Rental of Town Facilities (August 2007 edition)", a copy of which are attached hereto and incorporated herein as **Exhibit "A"**

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF LAKE PARK:

Section 1. The foregoing recitals are incorporated herein as true and correct as the findings of fact and conclusions of law of the Town Commission.

Section 2. The Town Commission hereby approves the adoption of the revised criteria for qualification for organization discount in the rental of Town facilities, and the fee waiver and reduction schedule for qualified organizations as set forth in the Fee Waiver Criteria and Fee Reduction Schedule for Rental of Town Facilities (August 2007 edition)” attached hereto as **Exhibit “A”**, and Town staff is directed to implement the fees set forth therein commencing upon the effective date of this Resolution.


Section 3. This Resolution shall take effect immediately upon its adoption.

The foregoing Resolution was offered by Commissioner Balius, who moved its adoption. The motion was seconded by Commissioner Carey, and upon being put to a roll call vote, the vote was as follows:

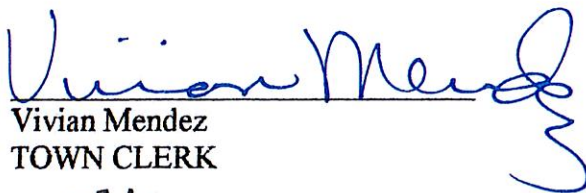
	AYE	NAY
MAYOR PAUL W. CASTRO	<u>X</u>	___
VICE-MAYOR ED DALY	<u>X</u>	___
COMMISSIONER CHUCK BALIUS	<u>X</u>	___
COMMISSIONER JEFF CAREY	<u>X</u>	___
COMMISSIONER PATRICIA OSTERMAN	<u>X</u>	___

The Town Commission thereupon declared the foregoing Resolution NO. 57 -08-07 duly passed and adopted this 26 day of September, 2007.

TOWN OF LAKE PARK, FLORIDA

BY: 
PAUL W. CASTRO
MAYOR

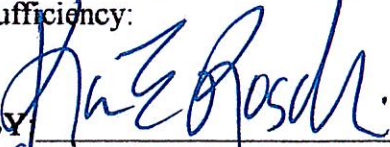
ATTEST:


Vivian Mendez
TOWN CLERK



FLORIDA

Approved as to form and legal sufficiency:

BY: 
for THOMAS J. BAIRD
TOWN ATTORNEY

At its May 16th Regular Commission Meeting, the Commission directed that staff develop criteria for fee waiver/reductions for rental of Town facilities, to include Non-Profit Groups. In order to facilitate the development of these criteria, staff has established the following categories for the rental of Town facilities by organizations and individuals:

Category I (Events Sponsored by Public Sector Organizations)

This category is for the rental of Town facilities for events specifically sponsored by public agencies such as the Town of Lake Park, public schools and other governmental agencies. This is a new category for which no rental fee structure previously existed. Staff is proposing the following rental fee waiver/reduction schedule for public sector organizations:

- No rental charge for the first event occurring during one calendar year;
- A reduction of 50% of the facility rental fee only for any additional events occurring during the same calendar year;
- All other fees (i.e. the deposit, personnel fee, alcohol fee, etc.) will be assessed at 100%

The rental of Town facilities by public sector organizations will be approved in advance by the Town Manager on a case-by-case basis.

Category II (Events Sponsored by Non-profit and other Charitable Organizations)

This category is for the rental of Town facilities for events specifically sponsored by legally established non-profit or other charitable organizations. This category includes organizations such as the Kiwanis of Lake Park, Red Cross, American Cancer Society, Hospice, Lake Park Youth League, and AYSO of Lake Park. In order to qualify for this rental fee structure, the organization must submit the following documentation along with a completed Town Rental Application form:

- A valid and current copy of the organization's IRS Determination Letter;
- A brief summary of the event's direct benefit to the citizens of Lake Park.

This is a pre-existing category for which no rental fee structure previously existed. Staff is proposing the following rental fee waiver/reduction schedule for non-profit and other charitable organizations:

- No rental charge for the first three (3) events occurring during one calendar year;
- A reduction of 50% of the facility rental fee only for any additional events occurring during the same calendar year;
- All other fees (ie the deposit, personnel fee, alcohol fee, etc) will be assessed at 100%

The rental of Town facilities by nonprofit and other charitable organizations shall be approved in advance by the Town Manager on a case-by-case basis.

Category III (Individual Residents and Nonresidents)

This category is for rental of Town facilities for events sponsored by individuals who may or may not be residents of the Town of Lake Park, and whose activities in the opinion of the Recreation Director directly benefit citizens of the Town of Lake Park. This is a pre-existing category which previously required full price for either residents or nonresident of Lake Park. Staff is proposing the following rental fee waiver/reduction schedule for residents.

For Residents:

- A reduction of 10 percent of the facility rental fee only.
- All other fees (e.g., the deposit, personnel fee, alcohol fee, etc.) will be assessed at 100 percent

For Nonresidents:

- No waiver or reduction of the facility rental fee
- All other fees will be assessed at 100 percent

The rental of Town facilities by individual residents and nonresidents shall be approved in advance by the Recreation Director on a case-by-case basis.

Category IV (Current Town Employees)

This category consists of individual who are currently employed by the Town of Lake Park. This is a pre-existing category for which previously required 50 percent reduction on rental fee and deposit, but no limit on usage. Staff is proposing the following rental fee waiver/reduction schedule for current Town employees:

- A reduction of 50 percent of the facility rental fee only for one event per calendar year
- All other fees (e.g., the deposit, personnel fee, alcohol fee, cleaning fee etc.) will be assessed at 100 percent

The rental of Town facilities by current Town employees shall be approved in advance by the Recreation Director on a case-by-case basis.

Staff conducted a survey of neighboring municipalities to determine their facility fee waiver/reduction schedule. The following are the findings from that survey:

Village of North Palm Beach:

- All nonprofit groups are charged full price, no fees are reduced.

Village of Palm Springs:

- 10% discount for Non-Profit Groups.
- All nonprofit groups must provide current copy of 501(c)(3) or 501(c)(6) documentation

Town of Jupiter:

- 10% - 50% discount for nonprofit groups
- All nonprofit groups must provide current copy of 501(c)(3) Tax Exempt Certificate.