



INDIAN RIVER COUNTY, FLORIDA
AGENDA ITEM
Assistant County Administrator /
Department of General Services
PARKS DIVISION

Date: May 1, 2017

To: The Honorable Board of County Commissioners

Thru: Jason E. Brown, County Administrator

From: Michael C. Zito, Assistant County Administrator

Subject: Update to Fee Schedule for Indian River County Parks Division Reservation Permit Fees and Park Pavilions

It is requested that the information herein presented be given formal consideration by the Board of County Commission at its regular meeting of May 9, 2017.

DESCRIPTIONS AND CONDITIONS:

Indian River County owns and operates 37 park locations including the Fairgrounds and 17 ballfields open for public use that are managed and maintained by the Indian River County Parks Division. In addition to these public parks, the Parks Conservation Lands Division manages 26 conservation areas dedicated to the public. The Parks Division also manages requests to reserve the pavilions within the parks as well as various requests to utilize the parks for gatherings and events.

All pavilions and park amenities remain free of charge to the public; however, reservations are made by completing the formalized application process and paying a permit fee when applicable to certain locations according to the schedule previously approved by the Board of County Commission near the turn of the century.

ANALYSIS:

The reservation system not only guarantees the availability of the pavilion but also enables the Division to implement a process to determine the size and purpose of the reservation. The reservation system also ensures that the activity proposed to occur will not unreasonably interfere with the general public's use and enjoyment of the park in accordance with Section 205.04 of the Indian River County Code of Ordinances. The legislative intent behind this ordinance was designed to ensure that larger gatherings are conducted safely, properly insured, and do not impair the health safety and welfare of the persons who engage in the proposed activity.

With the passing of time and increasing utilization, it is prudent for Staff periodically review and update the reservation permit fee structure. The proposed schedule reflects modest increases ranging from \$15 to \$25 depending on the size of the pavilion and amenities included. For example, the large pavilion at Hobart Park accommodates over 100 people with table seating, includes water, electric, playground, volleyball, basketball, a horseshoe pit and brick barbecue.

Informal review of surrounding areas leaves Staff confident that the fee schedule recommended below remains a comparatively respectable value to the public.

PARK'S PAVILION LOCATIONS	Amenities	# of Tables / seats		Current Permit Fee	Proposed Permit Fee	Inc.
Dale Wimbrow Park Pavilion (next to boat ramp)	W, SG, PG	0	0	\$ 25.00	\$25.00	\$0
Kiwanis Hobart Large Pavilion #1	W, E, PG, BP	8 lg	100+	\$ 50.00	\$75.00	\$25
Kiwanis Hobart Small Pavilion #2	W, E, PG, BP	6	48	\$ 50.00	\$65.00	\$15
Round Island – Riverside Pavilion	SG, PG, AR	2	20	\$ - 0 -	\$25.00	\$25
South County Large Pavilion*	WA,SG(2),PG	6	48	\$ - 0 -	\$65.00	\$65*
South County Small Pavilion	W, SG(2), PG	1	12	\$ - 0 -	\$25.00	\$25
* New Fee – Pavilion constructed after current fee schedule						

Special Events Permit Fee: \$100 (Example: Bike Race Staging Area).

WA - Water available close to pavilion
W - Water provided at pavilion
E - Electrical service available
SG- Small grill
LG - Large grill - 4' x 11' at Pav. #1 KHP and 3'x4' at Pav. #2 KHP
PG - Playground adjacent to park
BB - Barbecue Pit
AR - Adjacent to River
VB - Volley Ball, Basketball, Horseshoe Pit

In consultation with the Indian River County Sheriff's Office, County Staff also recommends including a reservation permit process to the more popular pavilions to ensure the formality of review and compliance with the County Ordinance. Signs have been posted at all pavilions noting that a permit is required to secure a reservation. The pavilion reservation permit application form is attached.

FUNDING:

Fees collected under this proposed schedule help to defer the maintenance costs within the Park system.

RECOMMENDATION:

Staff respectfully recommends approval of the new reservation and permit fee structure to become effective immediately.

ATTACHMENT(s):

Pavilion Reservation Application form