

**STATE OF WASHINGTON
COUNTY OF JEFFERSON
DRAFT**

In the matter of an Ordinance Replacing }
 Specific Fee Schedules Contained in }
 Ordinances 13-1213-99; 14-1213-99; }
 04-0317-03; and 12-1211-06 }
 For the Parks and Recreation Division }
 of the Public Works Department }

ORDINANCE NO. _____

SECTION 1 – PURPOSE AND SCOPE:

The purpose of this ordinance is to repeal and replace fee schedules and rules for the Jefferson County Parks and Recreation Division of the Public Works Department.

SECTION 2 – FEE SCHEDULES:

The fee schedule is as follows (all values in dollars):

(1) Campground Fees.

Campground Fees Per Night					
Campground	2014	2015	2016	2017	2018
Lake Leland	18	18	18	18	18
Upper Oak Bay W/Electric	25	25	25	25	25
Upper Oak Bay	20	20	20	20	20
Lower Oak Bay	20	20	20	20	20
Chimacum	15	15	15	15	15
Quilcene	12	12	12	15	15
Additional Vehicle Fee	10	10	10	12	12
Bicycle Only any non-utility site	10	10	10	12	12

(2) Recreation Center.

Port Townsend Recreation Center					
Rec Center Room	2014	2015	2016	2017	2018
Head Start Room/Hour	8	8	8	9	9
Gym/Hour	18	18	18	20	20
Rec Room/Hour	18	18	18	20	20
Add Kitchen/Hour	8	8	8	9	9
Public Event Entire Facility/Four Hours	260	260	260	275	275

(3) Shelter Fees.

Shelter Fees for Four Hours					
Rotary Pavilion	2014	2015	2016	2017	2018
Events over 100 people (both sides)	175	175	175	185	185
Events 50-100 people (both sides)	125	125	125	135	135
Events 25 to 50 people (both sides)	75	75	75	85	85
Events 25 people or less	50	50	50	55	55
Salmon and Other Park Shelters	2014	2015	2016	2017	2018
Events over 100 people (Salmon Shelter only)	75	75	75	85	85
Events 50-100 people (Salmon Shelter Only)	50	50	50	55	55
Events 25 to 50 people (Salmon Shelter and Indian Island)	35	35	35	40	40
Events 25 people or less	25	25	25	30	30

(4) Field Fees

Athletic Field Fees					
Memorial Athletic Field	2014	2015	2016	2017	2018
Varsity Football/Game	750	750	750	800	800
Other School Sports/Game	200	200	200	225	225
Club Sports Games/Day (No Services)	250	250	250	275	275
Pick-Up Sports/Day	30	30	30	35	35
Educational Activity/Year	750	750	750	800	800
Softball Field/Day	50	50	50	55	55
Non-Sports Event Entrance Fee	400	400	400	450	450
Non-Sports Event no Entrance Fee	350	350	350	400	400
WBF Public Parking Fri/Sun	10	10	10	15	15
WBF Public Parking Sat	20	20	20	25	25
WBF Park + Over 30 Feet for Fri & Sun	10	10	10	15	15
WBF Park + Over 30 Feet for Sat	20	20	20	25	25
H.S. Sports Training Camp/Day	350	350	350	400	400
Kids Summer Camp/Day	100	100	100	125	125
Carnival/Day	500	500	500	550	550
Concession Stand/Event	25	25	25	30	30
Add Field Lights/Event	50	50	50	55	55
HJ Carroll Athletic Field	2014	2015	2016	2017	2018
School Sports Games 1 Field/Game	200	200	200	225	225
Club Sports Games all Fields/Day (No Services)	250	250	250	275	275
Softball Field Games/Day	50	50	50	55	55
H.S. Sports Training Camp/Day	250	250	250	275	275
Kids Summer Camp/Day	100	100	100	115	115
Concession Stand/Day	25	25	25	30	30

(5) Recreation Programs

Certain Jefferson County Parks and Recreation Programs fees vary from year to year and are based on the costs of program delivery. These costs may include but are not limited to: instructors, equipment, coaches, uniforms, facility reservation, officiating, number of participants and administration costs. The Parks and Recreation Manager has the authority to set recreation program fees. A percentage of the revenue may be used for scholarships. In addition, the recreation program will seek to raise scholarship funds through grants, fundraising activities, and donations.

SECTION 3 – RULES:

The County reserves the right to add to the following rules and regulations by publishing on site, local area policies and procedures that are specific to certain programs, facilities, and changing environmental conditions.

1. Jefferson County Parks and Recreation reserves the right to cancel any recreation program at anytime based on staff, registration, facility, or equipment issues. When Jefferson County Parks and Recreation cancels a program a 100% refund will be provided.
2. The assistant recreation manager has the authority and discretion to issue refunds based on issues such as emergencies, special circumstances, health, or school. When such a refund is granted, the refund amount, and the reason will be documented in writing.
3. Groups or individuals that cause damage to facilities due to abuse and neglect or do not follow rules will be denied subsequent use of the facility.
4. Groups or individuals that cause damage to facilities above and beyond normal wear and tear are liable for the full cost of replacement or repair of those facilities. The replacement or repair will be conducted by Jefferson County Parks and Recreation and the responsible party will be invoiced.
5. Payment is due in full at the time of facility reservation or program registration. Reservations or program registrations will not be accepted without full payment.
6. Facility reservations will be accepted up to one year prior to the event date. Reservations are made on a first come first served basis. Reservations for scholastic athletic events must be made at least 30 calendar days prior to the event date.
7. A 100% refund will be made for facility use reservations cancellations made 30 days or more before the date of reservation. A 50% refund will be made for cancellations made between 29 and 15 days before the reservation. No refund will be given for cancellations made 14 days or less from the first day of the facility reservation.
8. The Parks and Recreation Manager has the authority to issue a refund at any time for a facility reservation when it is based on a legitimate issue regarding the facility.

SECTION 4 – REPEALER:

This Ordinance repeals and replaces Ordinance No. 12-1211-06 and 04-0317-03 and 13-1213-99 and Section 2 of 14-1213-99 and 12-1211-06.

