

On motion of Commissioner _____, seconded by Commissioner _____, it was agreed for the County of Lancaster, acting on behalf of General Services, to approve the following:

LANCASTER COUNTY - DEPARTMENT OF PARKS AND RECREATION - 2024 Fee Schedule

Pavilions

Central Park & Buchmiller Park Pavilion #1, 2, 3, 31, 32, 33	<u>Mon. –Thurs.</u>	<u>Fri. & Sun.</u>	<u>Sat./HOL</u>
Public/Service Group	\$53.00	\$88.00	\$96.00
Private Group	\$60.00	\$96.00	\$105.00
Pavilion #11			
Public/Service Group	\$81.00	\$106.00	\$118.00
Private Group	\$90.00	\$113.00	\$124.00
Separate barbecue pit	\$10.00	\$10.00	\$10.00
Pavilion #21* (Includes enclosed kitchen)			
Public/Service Group	\$87.00	\$126.00	\$138.00
Private Group	\$105.00	\$133.00	\$148.00
Pavilion #22* (Totally enclosed, includes kitchen & electric fireplace)			
Full Day	\$172.00	\$257.00	\$286.00
Weekday Evenings (4-10 PM)	\$96.00		

*A fully refundable \$100.00 security deposit is required when picking up keys for these facilities.

Gazebos

Garden of Five Gazebo and Breezyview Gazebo	\$95.00 (first three hours)
	\$16.00 (each add 'l hour)

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Athletic Courts and Fields

Courts

Non-reserved Use Free

Reserved Use
(per court per hour) \$7.00

**** Not all Courts are available for reservation at all times****

Athletic Fields (Per field, up to two hours)

Central Park, Fields 1-5 \$25.00

Lights for Fields #1 and #2
in Central Park \$42.00 (rates are per hour, billed by the minute)

****Note:** Groups using fields on a seasonal basis must post a \$100.00 security deposit (no light use) or \$300 security deposit (light use). Light fees will be billed monthly based upon actual use.

Equipment Rental

Volleyball and Net (per day) \$10.00

****Note:** Volleyball equipment will only be rented along with a pavilion. A \$75.00 security deposit will be required for equipment rental; the deposit is refundable when the complete set of equipment is returned.

Garden Plots

Garden plots are available in Central Park and are on a seasonal basis from April 15 – October 15.

20' x 20' Plot \$30.00

40' x 20' Plot (Regular) \$36.00

40' x 20' Plot (Organic) \$52.00 (Year-round)

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Professional Meeting Rooms**Lancaster County Environmental Center (Central Park)****Auditorium** (seats 60 theater style; seats 24 classroom style)

Up to four hour meeting	\$83.00
Four – eight hour meeting	\$146.00

***Note: The auditorium is equipped with eight eight-foot tables and a projection screen. Catered lunches are permitted; however, food preparation is not permitted on-site.*

Lower Level Classroom (seats 30)

Up to four hour meeting	\$55.00
Four – eight hour meeting	\$100.00

***Note: The classroom is equipped with two eight-foot tables, and a work sink. Catered lunches are permitted; however, food preparation is not permitted on-site. The classroom is only rented for Env. Ed. Programs, birthday packages and special events.*

Full Facility

Up to four hour meeting	\$140.00
Four – eight hour meeting	\$250.00

Note: For a complete set of regulations concerning the Lancaster County Environmental Center, please contact the Park Office at 717-299-8215

Lancaster County Exhibit Farm (Central Park)**Lower-level Meeting Room** (seats 30)

Up to four hour meeting	\$55.00
Four – eight hour meeting	\$100.00

***Note: The meeting room is equipped with eight six-foot tables and a kitchen.*

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Special Use

Persons wishing to conduct a special event at any of the Lancaster County Parks must complete and submit a Special Use Application. A \$15 application fee must be submitted at the time of application. If the event is approved by the Department, the fee will be applied to the rental total.

Area Fees (per day)	Public/Service Groups	Private Groups
50 or less people	\$ 45.00	\$ 62.00
51-100 people	\$ 80.00	\$ 125.00
101-300 people	\$160.00	\$ 240.00
301-500 people	\$315.00	\$ 480.00
501-1,000 people	\$610.00	\$ 900.00
1,001-1,500 people	\$750.00	\$1,100.00
1,501-2,000 people	\$900.00	\$1,500.00
2,001 people & up	Variable (by event)	Variable (by event)

Labor Fees (per hour)

Depending on the size and nature of park special use requests, the Department reserves the right to assess a **\$56.00 per man-hour** additional charge when maintenance and/or ranger services are deemed necessary.

Commercial Photography and/or onsite filming

\$400.00 (first four hours)
\$ 95.00 (each add 'l hour)

In addition to the County of Lancaster policy and application process, inquire for more information

Camping

Mill Creek Camping Area (Central Park)

Up to four people per night per site \$25.00
Each additional person (up to 8) \$3.00

***Note: Each campsite can accommodate up to eight people. Groups of 40+ must complete a Special Event Application. The maximum stay at the Mill Creek Camping Area is seven consecutive days (six nights), followed by a seven-day absence.*

Firewood

Cooking Pile \$15.00

Note: A cooking pile of firewood consists of approximately 10-12 pieces and is available with rental of a campsite.

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SWIMMING POOL

HOURS: 12:00 PM. to 7:00 PM., Monday through Saturday
1:00 PM. to 7:00 PM., Sundays

*Pool will close at 6 PM on weekdays in August.

2024 FEE SCHEDULE**SEASON MEMBERSHIP PASSES:**

	Pre-Season Rate	In-Season Rate
INDIVIDUAL (ages 3 to 64 yrs.)	\$130.00	\$165.00
SENIOR (ages 65 and older)	\$63.00	\$88.00
FAMILY OF 4 (maximum of 2 may be adults age 18 or over)	\$219.00	\$257.00
FAMILY OF 5 (maximum of 2 may be adults age 18 or over)	\$255.00	\$298.00
FAMILY OF 6 (maximum of 2 may be adults age 18 or over)	\$290.00	\$340.00
FAMILY OF 7 (maximum of 2 may be adults age 18 or over)	\$328.00	\$378.00
FAMILY OF 8 (maximum of 2 may be adults age 18 or over)	\$361.00	\$424.00
<u>MON-THURS passes ONLY</u>		
M-TH Individual (ages 3 to 64 yrs.)	\$65.00	\$83.00
M-TH Senior (65 + yrs.)	\$32.00	\$44.00
M-TH FAMILY OF 4 (maximum of 2 may be adults age 18 or over)	\$110.00	\$129.00
M-TH FAMILY OF 5 (maximum of 2 may be adults age 18 or over)	\$128.00	\$149.00
M-TH FAMILY OF 6 (maximum of 2 may be adults age 18 or over)	\$145.00	\$170.00

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M-TH FAMILY OF 7 (maximum of 2 may be adults age 18 or over)	\$164.00	\$189.00
M-TH FAMILY OF 8 (maximum of 2 may be adults age 18 or over)	\$181.00	\$212.00
GROUP (Non-profit only; six transferable passes)	\$272.00	\$290.00
REPLACEMENT PASSES	\$18.00	\$18.00

DAILY ADMISSION RATES

CHILDREN (under 3 years)	FREE (Children under 3 MUST wear a swim diaper & plastic pants, both of which may be available for purchase at the Pool.)
YOUTH (ages 4 to 17)	\$10.00
ADULT (ages 18 older)	\$10.00
RESERVED GROUPS	\$8.50 per person (20-person minimum; Monday-Friday only, no holidays)
Senior Citizen Daily	\$8.00
County Employee	\$8.00
**Employee only is eligible for this rate upon showing employee ID	
**20% employee discount offered on all other Pool Pass Products	

POOL RENTAL RATES

ENTIRE POOL RENTAL (per hour)	\$75.00
LIFEGUARD LABOR (per guard per hour)	\$26.00

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ENVIRONMENTAL EDUCATION FEE SCHEDULE

Environmental Education Programs

A) Public/Service Resident Group

In Park \$51.00/hr. for first hr. (one hour minimum)
 \$41.00/hr. for each additional one hr.
 \$25.00/hr. for each additional ½ hour

On Group Site* \$75.00/hr. for first hr. (one hour minimum)
 \$44.00/hr. for each additional one hr.
 \$25.00/hr. for each additional ½ hour

B) Private Resident Group

In Park \$95.00/hr. for first hr. (one hour minimum)
 \$65.00/hr. for each additional one hr.
 \$36.00/hr. for each additional ½ hour

On Group Site* \$105.00/hr. for first hr. (one hour minimum)
 \$72.00/hr. for each additional one hr.
 \$36.00/hr. for each additional ½ hour

C) Non-Resident Group

In Park \$100.00/hr. for first hr. (one hour minimum)
 \$70.00/hr. for each additional one hr.
 \$41.00/hr. for each additional ½ hour

In Group Site* \$120.00/hr. for first hr. (one hour minimum)
 \$80.00/hr. for each additional one hr.
 \$41.00/hr. for each additional ½ hour

**Mileage for on-site programs billed at current IRS rates. The first 15 miles round-trip are included in the Program Fee.*

Additional Fees for Premium Programs:

Canoe Programs

- All canoe programs require two Naturalists
- Minimum of 8 people; maximum of 20 persons
- \$67.00 equipment surcharge per program

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Team Building Programs

- \$13.00 set-up surcharge per Naturalist

GPS Programs

- \$17.00 equipment/set-up surcharge per Naturalist

Edible Insect Programs

- \$16.00 materials surcharge per program (up to 30 people)

Craft Programs

- \$10.00 materials surcharge per program (up to 30 people)

Environmental Education Birthday package – Basic

- \$135.00

Environmental Education Birthday Package – Premium

- \$190.00

NOTE: The proposed fee schedule is an average increase of 10.5% from the 2019 approved fee schedule rates.

Reservation/Booking Information

A. DEFINITIONS - The following definitions apply to Park facilities reservations and Environmental Education program bookings:

- PUBLIC/SERVICE GROUPS shall be defined as governmental, educational, religious, civic, service, or bipartisan groups that do not charge a fee; or, if a fee is charged, it is nominal and covers only operating expenses. This also includes any group with valid non-profit status issued by the IRS.
- PRIVATE GROUPS shall be defined as any group that does not fit the Public/Service Group criteria listed above.
- NON-RESIDENT GROUPS shall be defined as those whose primary business address is outside of Lancaster County.
- IN-PARK shall be defined as within properties owned by the Lancaster County Department of Parks and Recreation. Programs held at the requesting group's location are to be considered ON-SITE.

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- B. Facility reservations and program bookings are made on a first come, first served basis.
- C. Facility reservations, program bookings and memberships can be made in person at the Park Main Office or the Shuts Library. They can also be made via telephone (with credit card payment.) Memberships and select facility reservations and can be made online at www.lancastercountyparks.org
- D. Full payment is required at time of purchase for memberships, facility reservations, and Program registrations (Payment for ballfield rentals, special events and private programs will be made according to the terms and conditions for those activities.)
- E. Groups making multiple facility reservations or program bookings of five or more dates are eligible for a 15% discount provided full payment is made in advance of the first scheduled reservation.
- F. All open-air facilities with water and restrooms are winterized (shut down for water service) from October 15 to April 15.
- G. Hard-surface courts and open field areas (excluding campgrounds, athletic fields and open-air pavilions) are available on a first come, first served basis to general public if no reservation has been made.

Refund Policy

Persons or groups reserving facilities or booking programs do so with the understanding and acceptance of the following:

- A. Cancellations made by the Parks Department are subject to a full refund.
- B. Customer cancellation or rescheduling requests made **15 or more calendar days** before the event date shall have all fees returned, less a 10% processing charge per date booked.
- C. Customer cancellation or rescheduling requests made **8 to 14 calendar days** before the event date shall have 50% of their fees returned.
- D. Customer cancellation or re-scheduling requests made **7 or fewer calendar days** before the event date shall forfeit any refund.

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Summer Camp Refund Policy

If Park staff decides to cancel the camp, a full credit/refund will be provided. Should the customer withdraw from the camp thirty-one (31) or more calendar days prior to the camp's start, a full credit/refund, less a 10% processing fee, will be provided. Should the customer withdraw from the camp twenty-two (22) to thirty (30) calendar days prior to the camp's start, a 50% credit/refund will be issued. No fees will be credited/refunded if the customer withdraws from the camp twenty-one (21) calendar days or fewer from the camp's start.

Rain Cancellations

Rain cancellations are defined as outdoor planned events (no roof overhead) which are rained out before the event begins. These may be refunded or rescheduled at no charge subject to availability. Events which require additional Department staffing or services are subject to billing for costs incurred.

For additional details on any of the above facilities or services, please contact the Park and Recreation Office:

The Lancaster County Department of Parks and Recreation
1050 Rockford Road, Lancaster, PA 17602
Telephone: (717) 299-8215
FAX: (717) 295-5942
Website: www.lancastercountyparks.org
Email Address: parks@lancastercountypa.gov

Note: Average increases of 10%.

11/29/23