



RESOLUTION 2022-16

SETTING FEES FOR USE OF THE CITY PARK AND MONROE COMMUNITY CENTER

WHEREAS, the City of Monroe City Council discussed during an open, public Council meeting June 23, 2022, on the conditions and use of publicly owned property withing the City of Monroe; and

WHEREAS, the City Council directed staff to create an ordinance that promotes the fair and equitable use of all City property and facilities; and

WHEREAS, the City Council determined that the cost for use of City property by the public should be defrayed through a system of fees and charges set by Council resolution;

NOW THEREFORE, THE CITY OF MONROE RESOLVES AS FOLLOWS:

Section 1. **Fees for Reserving the Monroe City Park Covered Picnic Table Area**

\$50 per 4-hour block Mon-Thur \$45 Tax-Exempt organization

\$65 per 4-hour block Fri-Sun. \$50 Tax-Exempt organization

Policies:

- **4-hour time blocks.** Reservation time must include time to set up and tear down. Time block choices are 8 am to 12 pm; 1 pm to 5 pm; and 6 pm to 10 pm. Reserving more than one time block for your event, the hour in between time blocks is at no additional charge.
- **Refundable deposit.** Depending on the number of people expected to attend. Up to 50 is \$100; over 50 is \$200.
- **Cancellation.** \$25 cancellation fee. 100% forfeiture if cancellation is made within 14 days of the scheduled event. No refunds for discomfort due to nature or weather-related events.

Section 2. **Fees for Reserving the Monroe Community Center**

<u>Area</u>	<u>Non-Profit</u>	<u>Others</u>
Main Hall	\$10/Hr (\$100/Day)	\$15/Hr (\$150/Day)
Main Hall Plus Kitchen	\$15/Hr (\$150/Day)	\$20/Hr (\$200/Day)

Event Rental* \$250/day (\$400/day) and includes use of Kitchen

*Event Rentals are defined as activities that are open to the general public; occur over 1 day; or expect a crowd of more than 75 persons over the requested time period.



Policies:

- **4-hour time blocks.** Reservation time must include time to set up and tear down. Time block choices are 8 am to 12 pm; 1 pm to 5 pm; and 6 pm to 10 pm. Reserving more than one time block for your event, the hour in between time blocks is no additional charge.
- **Refundable deposit:**

Meeting Hall	\$60
Meeting hall/Kitchen	\$80
Event Rental	\$120
- **Re-Key Charge:** \$200 Minimum for the cost of re-keying the entire building in the event the key is not returned following facility use.
- **Cancellation.** \$25 cancellation fee. 100% forfeiture if cancellation is made within 14 days of the scheduled event.

Adopted by the City Council this 26th day of September, 2022.

APPROVED:



Dan Sheets, Mayor

9/26/22

Date

ATTEST:



Steve Martinenko, City Recorder