

**ORDINANCE NO. 2022-**

**TOWNSHIP OF MIDDLETOWN  
COUNTY OF MONMOUTH**

**Ordinance Amending Chapter 240-25 Of The Code Of The Township Of Middletown  
Governing Recreation Fees**

**WHEREAS**, the Township of Middletown (the "**Township**") Recreation Department oversees and manages the Township's recreational facilities; and

**WHEREAS**, the Director of the Recreation Department has recommended changes to the fee structure and terms contained in § 240, Section 25 of the Township Code.

**NOW, THEREFORE, BE IT ORDAINED** by the Township Committee of the Township of Middletown in the County of Monmouth, State of New Jersey that § 240-25 of the Code of the Township of Middletown be and is hereby amended and supplemented, as follows:

**SECTION 1. Amendment of §240-25**

**§240-25 Department of Recreation**

...

(3) "Class III" users shall be given the lowest priority for the use of Township recreational facilities and programs. Class III users may only participate or use such facilities, if available, with payment of a user fee and charges for staff service costs, when applicable, at a rate of ~~150%~~ **200%** of the fees otherwise established in § 240-25 of the Township Code. All Class III users are required to make payment in full 14 days before their first permitted time is scheduled. Class III users shall include the following individuals and organizations unless otherwise exempted by the governing body on a case-by-case basis:

- (a) Religious or fraternal organizations.
- (b) Amateur athletic leagues or teams based outside of the Middletown area
- (c) **For profit** sports camps, ~~and~~ clinics **and leagues**.
- (d) **For profit sport-specific trainers**.

(e) All users not otherwise classified under Class I or II above.

D. General recreational facility fee schedule. Unless otherwise specified by a duly adopted agreement approved by the governing body or another provision of the Township Code, this schedule shall govern the fees assessed for all indoor and/or outdoor recreational facility use permits, i.e., ball fields, classroom/meeting space, gymnasiums, etc.

(1) Class I users shall not be charged any permit fee but for Township staffing required outside of normal Township working hours.

(2) Class II users shall pay a permit or rental fee in the amount of \$20 per two-hour period per day for each individual field or facility (plus \$20 per field for lighting), except for the following:

(a) Turf fields.

[1] Per two-hour period: \$35.

**[2] For Normandy Park Turf Field:**

- (i) **Zone A: One 40x60 soccer field per two-hour period: \$25**
- (ii) **Zone B: Two 40x60 soccer field or one 50x90 soccer field per two-hour period: \$35**
- (iii) **Zone C: One 40x60 soccer field or one 50x90 soccer field per two-hour period: \$35**
- (iv) **Zone D: One 43x60 youth baseball field per two-hour period: \$35**
- (v) **If all Zones are permitted for the same time by a single entity the Fee shall be \$25.00 per zone.**

(b) Gymnasium.

[1] Per two-hour weekend period: \$40.

(c) Tennis/**Pickleball** courts.

[1] Daytime: \$5 per hour, **per court**

[2] Nighttime: \$8 per hour (including lights), **per court**

**(d) Basketball Courts.**

**[1] Per two-hour period: \$20**

**(e) Meeting rooms.**

[1] Per two-hour period: \$20.

[2] Tables and chairs: \$5 per table; \$2 per chair.

[a] If set-up and take down is required, additional staffing fees may apply.

(f) Show mobile.

[1] Drop off, set-up and pick-up: \$300 per day.

(3) Class III users shall pay a permit or rental fee in the amount of \$40 per two-hour period per day for each individual field or facility (plus \$20 per field for lighting), except for the following:

(a) Turf fields.

[1] Full field: ~~\$125~~ \$70 per two-hour period.

~~[2] Half field: \$75 per hour.~~

~~[3] Quarter field: \$40 per hour.~~

[2] For Normandy Park Turf Field:

(i) Zone A: One 40x60 soccer field per two-hour period: \$50

(ii) Zone B: Two 40x60 soccer field or one 50x90 soccer field per two-hour period: \$70

(iii) Zone C: One 40x60 soccer field or one 50x90 soccer field per two-hour period: \$70

(iv) Zone D: One 43x60 youth baseball field per two-hour period: \$70

(b) Gymnasium.

[1] Per two-hour weekend or holiday period: \$80.

[2] Scoreboard usage: \$20 per rental date.

(c) Tennis/Pickleball courts.

[1] Daytime: ~~\$6~~ \$12 per hour, per court.

[2] Nighttime: ~~\$10~~ \$16 per hour (including lights), per court.

(d) Basketball Courts

**[1] Per two-hour period: \$40**

**(f)** Meeting rooms/shelter building.

[1] Per two-hour period: \$40.

[2] Tables and chairs: \$5 per table; \$2 per chair.

[a] If set-up and take down is required, additional staffing fees may apply.

**(g)** Show mobile.

[1] Drop off, set-up and pick-up: \$750 per day.

(4) Any required Township employee time for any class of user shall be calculated at the maximum regular hourly and overtime rates, as applicable based on the time of need, for the title of the employee determined to be required by the Recreation Director or Public Works Director, as applicable.

(a) Weeknight staffing: up to \$40 per hour.

(b) Saturday staffing: up to \$60 per hour.

(c) Sunday/holiday staffing: up to \$80 per hour.

(5) Itemized invoices can be prepared upon request for permit fees and Township staff time charges. The Township reserves the right, where deemed appropriate, to require prepayment of fees prior to applicants' use of any facility.

(6) Full 100% refunds shall be granted if a field or facility is rendered unusable by the Township for maintenance or other purposes. Fifty percent refunds shall be granted if a reservation for a field or facility is cancelled for any reason by the applicant if cancelled at least 48 hours in advance of the reserved time.

E. Other specific facility or program fees. The following fees, license fees and permit fees of the Township of Middletown Department of Recreation are hereby established as listed below. The Director of Recreation shall recommend and establish adult and youth program fees for Township programs and events and shall update the fees on a periodic basis as may be required.

(1) Picnic fees: ~~Bodman Park.~~

(a) Bodman Park ~~New picnic fee structure.~~

[1] Resident (nonprofit groups): \$50.

[2] Resident groups: \$75.

**(b) Poricy Park Gazebo**

**[1] Resident Nonprofit Groups: \$20**

**[2] Resident Groups: \$40**

**(c) Additional facilities permitted for picnics at discretion of Administrator or Recreation Director:**

**[1] Resident Nonprofit Groups: \$20**

**[2] Resident Groups: \$40**

(2) Tennis/Pickleball court fees:

(a) Daytime: \$5 per court per hour.

(b) Night: \$8 per court per hour.

(3) Instructional classes: \$3 to \$20 per instructional hour.

(4) Slimnastics:

(a) Two ten-week classes during same season: \$60 to \$75 per person.

(b) Three ten-week classes during same season: \$90 to \$125 per person.

(5) Sport leagues. Per league: \$5 to \$50, per person, per week.

(6) Youth sports camp: \$3 to \$25 per instructional hour.

(7) Sports tournaments (entry fees). Number of players per team varies per sport and tournament: \$5 to \$50 per person.

(8) Middletown Preschool Program fees:

(a) School-year program from September through June (10 months).

[1] Pre-K group tuition for 10 months.

[a] Four half days: ~~\$4,312~~ ~~3,920.~~

[b] Four full days: ~~\$6,512~~ ~~5,920.~~

[c] Five half days: ~~\$5,390~~ ~~4,900.~~

[d] Five full days: ~~\$8,140~~ ~~7,400.~~

[e] Three half days: ~~\$2,324~~ **2,940**

[f] Three full days: ~~\$4,480~~ **4,400**

Note: Should it be necessary to modify or supplement the in-class preschool programming with virtual learning, the Township may determine it appropriate to reduce the above fees by up to 50%.

[2] Young toddlers (one day per week): ~~\$750~~ **650** for 10 months.

[3] Withdrawal fee. A withdrawal fee equal to the next month's payment will be assessed if the registrant drops out before the end of the school year.

[4] Late fee. Registration fees must be paid on time. 30% of the total class fees must be received by November 30; 60% received by March 1; 100% due by May 31. Any payments not received on time shall be assessed a late fee of \$25 per month until payments are current.

[5] Prorated fee. Registrations that take place after the start of the program each year will be prorated to the month they start. From thereon fees shall be assessed on a monthly basis from the month they begin through June.

[6] Before- or after-care option available for an hourly rate of \$10 per hour.

(9) Dance party.

(a) Individual admission:

[1] K through 8th grade: \$5 to \$10.

[2] High school: \$5 to \$10.

(10) Fishing derbies: \$5 to \$15 per child.

(11) Open gym program.

(a) Youth program: \$0 to \$10 per person, per visit.

(b) Adult program: \$4 to \$20 per person, per visit.

(12) Walking club: \$5 per person.

(13) Registration refund processing fee: \$10.

(a) Participants in programs cancelled by the Township will be granted a full refund without any processing fee.

(b) All refund or cancellation requests must be made in writing utilizing a refund request form, including proof of payment. Additional documentation may be required. All refund requests will be honored in the following manner.

[1] Refunds for cancellations received 14 days prior to a program or activity start date shall receive a full refund, less the refund processing fee.

[2] Refunds for cancellations received seven to 13 days prior to a program or activity start date shall receive a 50% refund, less the refund processing fee.

[3] Refunds for cancellations received within seven days prior to a program or activity start date shall not be granted.

[4] For all summer recreation programs, no refunds shall be granted after May 15 of the calendar year in which the participant is enrolled.

[5] All approved refund requests will be issued via a purchase order requiring six to eight weeks for processing. If possible, a credit may be made on the participant's account in lieu of a refund being issued.

[6] The \$10 refund processing fee shall be charged on all approved refunds, credits or changes, except in the case of a cancellation of a program by the Township.

(14) Return check fee: \$20.

(15) Summer recreation program.

(a) Registration fee per week:

[1] Four days per week (5.5 hours per day): ~~\$77-101~~ ~~68~~.

a. **2022: \$77**

b. **2023: \$88**

c. **2024: \$101**

[2] Four days after care (two hours per day): ~~\$28-36~~ ~~25~~.

a. **2022: \$28**

b. **2023: \$32**

c. **2024: \$36**

[3] Five days per week (5.5 hours per day): ~~\$96-126~~ ~~85~~.

a. **2022: \$96**

b. **2023: \$110**

c. **2024: \$126**

[4] Five days after care (two hours per day): ~~\$35-46~~ ~~31~~.

- a. **2022: \$35**
- b. **2023: \$40**
- c. **2024: \$46**

[5] Five days per week (3.5 hours per day): **\$62-81 54.**

- a. **2022: \$62**
- b. **2023: \$71**
- c. **2024: \$81**

[6] Four days per week (3.5 hours per day): **\$49-64 43.**

- a. **2022: \$49**
- b. **2023: \$56**
- c. **2024: \$64**

(b) Sibling discounts, for siblings in the same household, registered for the same week, at the same location.

[1] First child pays full price; second-child receives 5% discount; third child receives 10% discount; fourth child receives 15% discount, etc.

(c) Supplemental insurance coverage: \$6 per child per season.

(d) Additional tee shirt fee: \$10 per shirt.

(e) Transportation charge: \$60 per child.

(f) Early bird registration: Register and pay in full by April 15 and receive 10% off.

(g) Late registration fee: Registrations received after May 30 will incur a late fee of \$5 per week; this does not include after care.

(16) Recreation nonresident fee for anyone not from Middletown:

(a) Additional 20% of program registration fee.

(17) Nature equipment rentals:

(a) Fossil equipment: \$5. A \$15 refundable deposit is required.

(b) Native backpack: \$5. Credit card information required to be obtained a time of rental. A \$175 replacement fee charged if not returned.

(18) Birthday party: from \$315 to \$415 per two-hour party for 15 children. An additional \$8 will be charged for any additional children over 15.



(19) Guided fossil hunts: fee per two-hour program:

- (a) Twelve students or fewer: \$240.
- (b) Thirteen to 25 students: \$285.
- (c) Twenty-six to 50 students: \$390.
- (d) Fifty-one to 75 students: \$515.
- (e) Seventy-six to 100 students: \$625.
- (f) Unguided, but renting equipment, 10 to 60 students: \$100. If more than 60 students, an additional \$8 will be charged.
- (g) Unguided, not renting equipment: permit fee as stated in ordinance.

(20) Science and history classes:

- (a) Two-hour program: \$265.
- (b) Four-hour program: \$390.
- (c) Three-hour program: \$325.
- (d) Price charged per class of 25 students. If a large group, class is rounded to the nearest 25. When rounding down, an additional \$8 per student will be added to reach the number of students attending.

(21) Outreach programs (off-site, program held at school/facility): from \$265 to \$365 per ninety-minute program. Additional \$8 charged per child over 25 students.

(22) Nature preschool (six-week program): \$102.

- (a) Sibling discount: 10%.

(23) Day off-day camps.

- (a) Half day: \$45.
- (b) Full day: \$65.
- (c) Sibling discount: 10%.

(24) Promotional gift shop items: from \$0.25 up to \$50.

- (25) Nature camps:
- (a) Half day: \$150 to \$200 per week.
  - (b) Full day: \$240 to \$290 per week.
  - (c) After care: \$45 to \$90 per week.
- (26) Scout programs: \$90 for 15 children. An additional \$8 is charged for any children over 15.
- (27) Special event permit. Special event permits may be issued for use of the Middletown Arts Center, Poricy Park and Bodman Park, subject to approval by the Township Administrator. Special events shall include, but not necessarily be limited to: weddings, receptions, bar mitzvahs, christenings, birthday parties, retirement parties, and family reunions.
- (a) Events including alcohol: \$3,500 for an event up to four hours. Each additional hour, up to a maximum of two: \$800.
  - (b) Events with no alcohol: \$2,250 for an event up to four hours. Each additional hour, up to a maximum of two: \$500.
  - (c) Not-for-profit organizations: regardless of whether alcohol is being served, \$500 for an event up to four hours. Each additional hour, up to a maximum of two: \$100.
  - (d) If determined to be necessary based on the size and nature of the event, additional fees for staff support, including but not necessarily limited to building maintenance and police, shall be determined by the Township Administrator and provided to the applicant in writing in advance of the issuance of the special events permit.
  - (e) A simple wedding ceremony held in a Township Park without any chairs, tables or other furniture or equipment or support staff: \$100 per two-hour period for residents; \$200 per two-hour period for non-residents.**
- (28) Special event fees. The Department of Recreation sponsors a variety of events throughout the year. This includes, but is not limited to, Daddy-Daughter dances, Mother-Son events, beach parties, movies in the parks, bus trips, Christmas-themed programs, Middletown Day, the Farmers and Makers Market, etc. Event fees are based upon the various vendor fees or supplies needed to run the event. As such, fees fluctuate yearly based on

these cost factors. The fees for these events may vary substantially depending on the actual costs for the activities involved. As such, the range of fees may run from free or no charge up to \$100 per person. The Recreation Director shall establish user fees for activities and update the fees on a periodic basis as may be required so long as said fees are solely to cover the costs of the applicable programming.

(29) Beach badge program. Effective January 1, 2022, beach badges shall be required from Memorial Day through Labor Day in order to access Ideal Beach. For the purposes of this section, Ideal Beach shall be defined as any portion of the beach between the Borough of Keansburg border to the west and Pews Creek to the east.

(a) Beach badge fee: \$8 per day.

(b) Veterans and seniors (65+): \$4 per day.

(c) Family pass fee (up to four people): \$26 per day.

(d) Three-day pass (per person): \$18.

(e) Children under age 12: no fee.

(f) Season passes:

[1] Purchased prior to March 1: \$35.

[2] Purchased after March 1: \$125.

**SECTION 2. Repealer.** All ordinances or parts of ordinances which are inconsistent with the provisions of this ordinance are, to the extent of such inconsistency, hereby repealed. All portions of the ordinance not modified herein remain in full force and effect.

**SECTION 3. Severability.** Should any section, clause, sentence, phrase or provision of this ordinance be declared unconstitutional or otherwise invalid by a court of competent jurisdiction, such decision shall not affect the remaining portions of this ordinance.

**SECTION 4. Effective Date.** This ordinance shall take effect upon final passage, adoption and publication in the manner prescribed by law.