# COUNTY DEPARTMENT AGENDA REQUEST

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| Department: | Parks and Recreation | Presenter(s): | Anita Godbee, C.P.R.P. |
| Meeting Date: | Thursday, May 28, 2009 | Type of Request: | Old Business |

Wording for the Agenda:

Consideration of proposed Fayette County Parks and Recreation Policies and Procedures Manual.

Background/History/Details:

In June of 2007, the Parks and Recreation Commission began discussions regarding the need for a Standard Policies and Procedures Manual for the Youth Athletic Associations to follow. The manual's purpose is to serve as an agreement between the Youth Associations and the County and outlines certain requirements the Youth Associations should fulfill to conduct their program in a Fayette County Park. These requirements are necessary to assure public confidence in the management and structure of these Youth Associations while ensuring the safety, health, and protection of the participating members. The manual outlines the basic structure of the Youth Associations to ensure all programs are operated consistently with department and national recreation program standards. After the initial discussions were held by the Recreation Commission in 2007, the Recreation Commission gathered data from various local and regional groups. In the fall of 2008, the Parks and Recreation Commission held a series of public hearings for the purpose of receiving comments and input from the public regarding the policies, procedures, and operational relationships between the County and the various youth associations and others who utilize County property. The information gathered from these hearings helped the Recreation Commission establish a Standard Policy and Procedures Manual for each of the Youth Associations to follow. The Recreation Commission then held workshops with the various Youth Associations to discuss the manual. The final copy of the Policies and Procedures Manual was then placed on the County's website in April for anyone to make any final comments.

What action are you seeking from the Board of Commissioners?

Adoption of the Fayette County Parks and Recreation Department's Policies and Procedures Manual as presented by the Parks and Recreation Commission.

If this item requires funding, please describe:

n/a

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| Has this issue come before the Commissioners in the past? | Yes | If so, when? | Wednesday, November 5, 2008 |
| Do you need audio-visual for the presentation? | No | Back-up Material Submitted? | Yes |

## STAFF USE ONLY

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| Approved by Finance | Yes | Reviewed by Legal | Yes |
| Approved by Purchasing | Yes | Approved by County Clerk | Yes |
| Administrator's Approval | Yes | | |

Staff Notes:

Fayette County
GEORGIA

*Where Quality Is A Lifestyle*

TO: Fayette County Board of Commissioners

FROM: Fayette County Parks and Recreation Commission

DATE: March 17, 2009

SUB: Fayette County Parks and Recreation Policies and Procedures Manual

In June of 2007, the Parks and Recreation Commission began discussions regarding the need for a Standard Policies and Procedures Manual for each of the Youth Athletic Associations to follow. The manual's purpose is to serve as an agreement between the Youth Associations and the County and establishes certain requirements the Youth Associations must fulfill to conduct its program in a County owned park or facility. These requirements are necessary to assure public confidence in the management and structure of these Youth Associations while ensuring the safety, health, and protection of the participating members. The manual outlines the basic structure of the Youth Associations to ensure all programs are operated consistently with Department and national recreation program standards.

Since the initial discussions were held by the Recreation Commission in 2007, the Recreation Commission has gathered data from various local and regional groups. The Recreation Commission has also held several public meetings and workshops with the association presidents and the public to discuss the manual.

The final copy of the Policies and Procedures Manual as presented by the Parks and Recreation Commission to the Fayette County Board of Commissioners is attached. Your consideration in the adoption of this manual is greatly appreciated.

Respectfully,

Frank P. Oakley

Frank P. Oakley, Chairman
Fayette County Parks and Recreation Commission