

IMPORTANT NOTICE

NOTHING CONTAINED IN THIS POLICY CREATES A CONTRACT RIGHT. CONSISTENT WITH SOUTH CAROLINA LAW, ALL EMPLOYEES ARE EMPLOYED "AT WILL" WHICH MEANS THAT THE EMPLOYEE HAS THE RIGHT TO TERMINATE HIS OR HER EMPLOYMENT AT ANY TIME, WITH OR WITHOUT NOTICE OR CAUSE, AND THAT THE COMMISSION RETAINS THE SAME RIGHT. EXCEPTIONS TO THE POLICY THAT ALL EMPLOYEES ARE EMPLOYED "AT WILL" MAY BE MADE ONLY BY WRITTEN AGREEMENT SIGNED BY THE COMMISSION AND THE EMPLOYEE AND APPROVED BY VOTE OF THE BOARD.



Privileges and Discounts

Human Resources
Policy No. 165

Review Date: October 26, 2015
Last Revised: June 15, 2015

Policy Statement

The Richland County Recreation Commission (RCRC) grants certain privileges for the use of RCRC facilities and discounts to eligible full-time and part time employees, retirees, commissioners and former commissioners and their immediate family members as defined in this policy. These privileges are at the sole discretion of the Executive Director and are in no way guaranteed. Anyone abusing such privileges may have those privileges revoked and may be subject to disciplinary action.

GUIDANCE:

1. Primary Eligibility:

- 1.1 All regular full time employees and Retirees;
- 1.2 All regular year-round part time employees (on payroll for a minimum of 5 years);
- 1.3 RCRC Commissioners (Past and Present)

2. Immediate family members:

Immediate family members of eligible employees and commissioners or their spouses are also eligible for RCRC privileges and discounts. Immediate family members for the purposes of this policy are defined as spouse, children, and grandchildren. Children include natural, adopted and legal guardians.

3. Privileges and Discounts Procedure:

Eligible full time employees, retirees, commissioners and former commissioners should present their RCRC issued ID badges in order to receive privileges and discounts. Part time employees must complete a tenure verification form verified by Human Resources prior to receiving privileges and discounts. Eligible immediate family members should normally be accompanied by an eligible employee, retiree, commissioner or former commissioner. Unaccompanied immediate family members must present an ID card (available from Human Resources after completion of an eligibility form). Verification of dependent status may be required by RCRC. Proof of dependent status may include a marriage license, birth certificate and legal guardianship court orders.

4. Use of Recreation Facilities:

Employees: 50% discount off the rental fee for the Adult Activity Center, Recreation Center Meeting Rooms, Recreation Center Gymnasiums, Denny Terrace and Community Centers. Facility rental discount requests should be reviewed and approved by the Division Head and Facility Director in line with policy guidelines. Employees are expected to pay all additional expenses* incurred by the Recreation Commission as a result of his/her use of any facility. EMPLOYEE MUST BE PRESENT AT THE FUNCTION. Limit - two rentals at the 50% discounted rate per year then full rates apply.

Commissioners: 100% discount off the rental fee for the Adult Activity Centers, Recreation Center Meeting Rooms, Recreation Center Gymnasiums, Denny Terrace and Community Centers. Facility rental discount requests for Commissioners should be submitted to the Executive Director in order to facilitate the request. Commissioners are expected to pay all additional expenses* incurred by the Recreation Commission as a result of his/her use of any facility. COMMISSIONER MUST BE PRESENT AT THE FUNCTION. Limit - two rentals at the 100% discounted rate per year then full rates apply.

* These expenses include, but are not limited to, janitorial fees, table and chair rental and arrangements (no charge for tables and chairs already housed at the facility used), and ball field lights. Contact the center directly for specific details, stipulations and space availability.

5. Classes (including Technology Centers), Day Camp, Summer Camp and Activity Fees:

Participation in Recreation Commission sponsored activities and classes at no charge except for materials. Contact the center or program directly for specific details and space availability.

6. Waiver of Fees and Charges:

Fees associated with the use of ping-pong tables, pool tables, tennis courts, racquetball courts, fitness centers and swimming pools are waived. Such use must not interfere with previously scheduled activities.

7. Golf Course:

Individuals eligible under this policy, may play golf at Linrick Golf Course by paying a green fee of \$2.00 per player. This includes the green fee only and does not include golf cart use, rental clubs or range balls.

Special note: For weekend play, individuals will be placed on a space available list prior to 1:00 pm or may reserve tee times after 1:00 pm on both Saturday and Sunday. Current/former RCRC Commissioners may play golf at no cost, including golf carts, rental clubs, or range balls.

All immediate family members who are not accompanied by the RCRC primary or retired RCRC employee, or current/former RCRC Commissioner must present an Immediate Family Member ID card as outlined in the **Privileges and Discounts Procedure** section above in order to receive this discounted rate.

All private guests of the above mentioned categories without exception will be charged the same rates as other public patrons of LinRick Golf Course.

8. Discount Tickets:

From time to time, RCRC may have available discounted tickets (for individuals who meet the eligibility requirements of this policy) to area amusement parks, movie theaters, and various attractions. Most ticket purchases can be payroll deducted. For information about ticket availability and pricing, contact Human Resources.

ADOPTED BY RICHLAND COUNTY RECREATION COMMISSION BOARD

BOARD MEETING DATE: October 26, 2015
(Date Approved)

APPROVED: J. Marie Green
J. Marie Green, Chair

For more information about this policy, contact Human Resources