



# SANTA ROSA COUNTY DEVELOPMENT SERVICES

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## MEMORANDUM

**TO:** Board of County Commissioners

**FROM:** Beckie Cato, Planning Director

**THROUGH:** Tony Gomillion, County Administrator

**DATE:** October 19, 2016

**RE:** Discussion of Parks Policies and Procedures Summary and Proposed Fee Schedule Resolution

## RECOMMENDATION:

Discussion of parks policies and procedures summary and proposed fee schedule resolution.

## BACKGROUND:

In March, the Board approved amendments to county code related to parks usage and special events to reflect current practice and intent. At that time, staff committed to follow up with development of updated fee schedules, policy documents, and applications as necessary for implementation.

### Policy and Procedures Summary

The enclosed policy and procedures summary reflects decisions made by the board and administration over time along with recommended policies based on experience. They are summarized here to provide the board opportunity to discuss, revise, and/or ratify to reflect the desires of the board.

The enclosed fees accomplish three things:

- provide fees for the reservation of park open space and for walk/run events;
- streamline the fee schedule; and
- removal of the security deposit requirement.

Historically, fees have not been charged for those events that reserve county park property or for walk/run events on county roads. The proposed fee matches the fee charged by the City of Pensacola for similar events.

The current fee schedule for reservation of county facilities provides, in some cases, a lower fee for non-profits. One standard fee is proposed to streamline and standardize

the fee schedule. The proposed fee is the same fee currently charged for all users other than non-profit organizations.

Historically, the county has charged a security deposit for certain facilities. Experience indicates that (1) most fees are refunded at a cost to the county of approximately \$5,000 per year in processing expenses; (2) with frequent back-to-back reservation of facilities it is typically difficult to determine which user caused the damage; and (3) when damages do occur they exceed the \$100 deposit amount. The updated park reservation application includes a section for the applicant to acknowledge their responsibility for all damage that occurs from their event. This enables the county to invoice users for damages if necessary.

**NEXT STEPS:**

If approved by the Board, staff will incorporate into parks applications and public information as appropriate.

Enclosures: (1) Santa Rosa County Park and Recreation Facilities and Events - Policies and Procedures Summary  
(2) Proposed Fee Schedule Resolution  
(3) Current Fee Schedule  
(4) Fee Comparisons

## Santa Rosa County Park and Recreation Facilities and Events - Policies and Procedures Summary

This document summarizes administrative and regulatory policies related to park and recreation facility rentals and event approvals. Applications required as noted below identify more specific information related to facility rentals and event approvals, as does the county code of ordinances.

**Park Facilities** listed below may be rented for events using the [Park Facility Rental Application](#) by contacting:

Parks Department  
6075 Old Bagdad Hwy, Milton, FL 32583  
Phone: (850) 983-1940; Fax: (850) 623-1331; Email: parks@santarosa.fl.gov

|  |  |
|--|--|
| <p><b><i>Pavilions:</i></b></p> <p>Bagdad Park, 1 large pavilion<br/>         Benny Russell Park, 1 large and 3 small pavilions<br/>         Fidelis Park, 1 large pavilion<br/>         Floridatown Park, 1 large and 2 small pavilions<br/>         Navarre Park, 2 large pavilions<br/>             - pavilions A (octagon) and<br/>             - pavilion B (rectangle)<br/>         Pace Comm. Center Park, 1 small pavilion<br/>         SR Soccer &amp; Horse Complex, 1 large pavilion<br/>             - located on horse side of park</p> <p>Other pavilions are located at parks throughout the county on a first-come-first served basis.</p> | <p><b><i>Community Centers:</i></b></p> <p>Bagdad Park Comm. Center<br/>         Fidelis Community Center Cafeteria<br/>         Pace Community Center<br/>         Tiger Point Community Center</p> <p><b><i>Other facilities:</i></b></p> <p>Bagdad Comm. Center Kitchen<br/>         Bagdad Park Ball Field<br/>         Benny Russell Park Event Room<br/>         East Milton Gym<br/>         Horse Arena (SR Soccer &amp; Horse Complex)<br/>         Locklin Field Ball Field<br/>         Pace Comm. Center Kitchen</p> |
|--|--|

**Navarre Beach pavilions** listed below may be rented using the [Navarre Beach Pavilion Rental Application](#) by contacting:

Navarre Beach Office  
1411 Utility Dr., Navarre, FL 32561  
Phone: (850) 981-8888; Fax: (850) 981-8887; Email: NavarreBeachDept@santarosa.fl.gov

|          |               |           |            |             |
|----------|---------------|-----------|------------|-------------|
| Starfish | Black Skimmer | Flounder  | Dolphin    | Ghost Crab  |
| Mackerel | Sandpiper     | Sea Oat   | Sea Turtle | Sand Dollar |
| Pelican  |               | Sand Crab | Manta Ray  | Sea Oat     |
| Red Drum |               |           |            |             |

Lights are not permitted at Navarre Beach pavilions during turtle nesting season which runs from May through October. Electricity is not provided.

**Park Open Space, Parking Areas, and Boat Ramps** may be rented with approval by the Board of County Commissioners using the [Commissioner Approval Event Application](#) by contacting:

County Administration Office  
6495 Caroline St, Suite M, Milton, FL 32570-  
Phone: (850) 983-1943; Fax: (850) 983-1856; Email: SabrinaW@santarosa.fl.gov

Reservation of park open space typically limited to the following parks:

|  |                       |                  |
|--|-----------------------|------------------|
| Navarre Park   | Bagdad Mill Site Park | Floridatown Park |
| Navarre Beach Parks ( <i>not available for rental during tourist season which runs from Memorial Day weekend through Labor Day weekend</i> ) |                       |                  |

Pre-approval prior to completion of all open space, parking lot, or boat ramp event details may be requested from the Board at any time using the [Event Pre-Approval Rental Application](#). Pre-approvals must be followed up by submittal of completed Commissioner Approval Event Application 60 days prior to event.

The Navarre Beach Pier parking lot may be reserved for public events so long as adequate parking remains to accommodate park visitors.

- The Navarre Beach Pier parking lot may not be reserved for events during holiday weekends our during tourist season (*Memorial Day weekend through Labor Day weekend*).

Boat Ramps and associated parking lots may be reserved only for fishing events open to the public.

- A small designated section of the Navarre Boat Ramp parking lot may be used for run/walk events except on holiday weekends (see Map 1 on page 6).

**Run/Walk Event and Parades** utilizing county roads require approval by the Board of County Commissioners using the [Commissioner Approval Event Application](#) by contacting:

County Administration Office  
6495 Caroline St, Suite M, Milton, FL 32570-  
Phone: (850) 983-1943; Fax: (850) 983-1856; Email: SabrinaW@santarosa.fl.gov

Run/walk events on Navarre Beach must follow county-approved 5K route (see Map 2 on page 6).

**Special Events**, defined as any event with an expected attendance of 1,000+ people per day on public or private property which will substantially and demonstrably promote tourism in Santa Rosa County, or any event that includes alcohol use on public or private property at times or locations not otherwise allowed by county ordinance, require approval by the Board of County Commissioners using the [Special Event Permit Application](#) by contacting:

Tourism Development Office  
8543 Navarre Parkway, Navarre, FL 32566  
Phone: (850) 981-8900; Fax: (850) 981-8903; Email: tdo@santarosa.fl.gov

Pre-approval prior to completion of all Special Event Application details may be requested from the Board at any time using the [Event Pre-Approval Rental Application](#). Pre-approvals must be followed up by submittal of completed Special Events Application 60 days prior to event.

**County Auditorium** may be rented by contacting:

County Auditorium  
4530 Spikes Way, Milton, FL 32583  
Phone: (850) 623-1569

## General Policies

### ***Alcoholic Beverages***

- Events that include the consumption or sale of alcoholic beverages in any county park require approval from the BOCC using the Commissioner Approval Event Application. On Navarre Beach, alcohol consumption is permitted but the sale of alcohol requires Board approval. (Chapter 15, Parks and Recreation, Article II, Section 15-27, Santa Rosa County Florida Code)

### ***Animals***

- Bringing a dog, cat, or other animal into a county park, shall be unlawful except for bona fide service animals and animals within identified dog parks, equestrian centers, and the fairgrounds unless otherwise approved by the Board of County Commissioners.

- Animal owners are required to pick up after their pets and properly dispose of all animal droppings in trash receptacles. (Chapter 15, Parks and Recreation, Article II, Section 15-31, Santa Rosa County Florida Code)

### ***Application and Cancellation Deadlines***

Park Facilities - A completed application and fee must be submitted to confirm a reservation. Cancellation request must be received fourteen (14) days prior to the event to receive a refund. Refunds and makeup dates are not given for inclement weather. Recurring reservations may be held with a non-refundable deposit equal to the amount of one rental fee; such reservations must be paid in full or cancelled 14 days prior to the event date.

Open Space Rentals, Parking Lot rentals, and Walk/Run Events - applications must be submitted to Administration Office 30 days prior to event.

Special Events - Applications must be submitted to the Tourist Development Office 60 days prior to event. (Chapter 19.5, Special Events, Section 19.5-3(b), Santa Rosa County Florida Code)

### ***Bounce houses and similar inflatable structures***

- May only be used in county parks with approval from the BOCC (reservation of open space) and when the following insurance requirements are met (per Board policy approved June 9, 2016):

“The organization/entity using Santa Rosa County property must have a minimum of \$1,000,000 of commercial general liability or special event liability coverage that will cover the inflatable amusement devices and includes sexual molestation coverage.

A certified copy of the insurance policy must be submitted to Santa Rosa County Risk Management at least 30 days prior to the placement of the inflatable amusement device on Santa Rosa County property.

The Santa Rosa County Board of County Commissioners shall be a ‘Named Insured’.”

- Insurance may be provided by the applicant or the vendor.

- Must provide their own power source (generator).
- May not include the use of water.

### ***Cooking***

- Cooking within the county's playground areas is not permitted for safety reasons.
- Fire-fueled cooking is not permitted under any pavilion or building overhang or within 10 feet of any structure. (Florida Fire Prevention Code (5<sup>th</sup> ed.), NFPA 1: 10.11.6)
- Fire-fueled cooking is not permitted at Navarre Beach Park except at pavilions where grills are installed on concrete pads, or as otherwise approved by the Board of County Commissioners.

### ***Commercial Use***

- Park facilities may be used for commercial purposes when approved by the BOCC using the Commissioner Approval Event Application. Commercial use includes any event where fees are charged or anything is sold, regardless of the profit/non-profit status of the applicant or the intended use of monies collected. This includes fund raisers that involve commercial vendors.
- Commercial uses must be open to the public.
- The number of events approved for one applicant will be subject to the discretion of the BOCC.
- Private events where participants pay a speaker, entertainer, teacher, or vendor are not considered commercial events for purposes of this section.

### ***Community Center Usage***

- Only painters tape, removable mounting putty, 3M Command strips, or similar products are permitted for affixing items to ceilings, walls, windows, floors, or painted surfaces. Nails, tacks, strong tape, or other surface-damaging products are not allowed. Nothing shall be affixed to fire sprinklers.
- Fog machines or open flame of any kind is not permitted.
- Glitter, rice, confetti, birdseed, or similar products may not be used.
- The facility must be clean after use. This includes removal of all garbage by placing in outside dumpster, cleaning of floors, and the return of all tables and chairs to the appropriate storage areas. Toiletries, cleaning supplies, and trash bags are the responsibility of the reserving party.
- Pre-event decorating and post-event cleaning must be completed within the reserved time slot. All decorating materials must be removed including outdoor signs.

### ***Insurance***

- Insurance as specified by the county risk management office is required for any event requiring BOCC approval with the exception of run/walk events.
- Additional insurance coverage, including sexual molestation coverage, is required for bouncy houses and similar inflatable structures.
- Sexual molestation coverage is required for all events that include commercial vendors and are intended for children.
- Any required insurance may be provided by the applicant or by the vendor.

***Playgrounds and Picnic Tables*** may not be rented or reserved

### ***Reoccurring Rentals***

- Reoccurring reservations may be held with a non-refundable deposit equal to the amount of one rental fee; such reservations must be paid in full or cancelled 14 days prior to the event date.
- Reoccurring reservations may not be approved for Friday nights or any time on Saturday or Sunday.

**Smoking** is prohibited in County parks and facilities.

**Supervision**

- A minimum of 1 adult must be present for every 10 minors.
- Representative must be 18 years or older and must be present during the period of reservation. The renter may not rent the facility to a third party.

**Water**

Water-related activities such as water-balloons or water slides are not permitted in county parks or facilities.

Map 1 – Area of Navarre Beach Boat Ramp Parking lot that may be used for walk/run events.



Map 2 – Approved route for Navarre Beach walk/run events.



# Proposed Fees for County Owned Rentals

- Full payment is required before a reservation can be held.
- Reoccurring reservations may be held with a non-refundable deposit equal to the amount of one rental fee; such reservations must be paid in full or cancelled 14 days prior to the event date.
- There is a minimum 3-hour rental requirement.
- Normal operating hours are Sunday through Saturday, 7:00a.m.-10:00p.m. Use beyond normal operating hours requires county administrator approval and will incur an additional \$5 per hour fee in addition to the regular hourly fee for each hour before or after normal operating hours.
- Tax will be added for all rentals except for non-profit organizations with DR-14.
- Fee for pavilions not listed below: \$35 per day.
- Fee for Run/Walk Events: \$100
- Fee for reservation of park open space based upon number of attendees:
  - Up to 100 people = \$100 per day
  - 100 to 500 people = \$250 per day
  - More than 500 people = \$500 per day

## Bagdad, Pace and Tiger Point Parks

| Amenities                  | Size  | Capacity                                     | Fees  |
|----------------------------|---|--|---|
| <b>Community Center</b>    | 2,800 Square Feet<br>Meeting Room, 4,000<br>Square Feet Total | Pace- 224<br>Bagdad- 205<br>Tiger Point- 153 | \$20 per hour (3 hour minimum)<br>\$60 per day ½ day (4 Hours)<br>\$100 per full day not to exceed 8 hours. |
| <b>Kitchen</b>             |   |  | Additional \$35 (except Tiger Point which does not have facilities)   |
| <b>Ball Field (Bagdad)</b> |   |  | \$5 Every 2 hours   |
| <b>Pavilion</b>            | Bagdad – 12 ‘ X 24’   |  | \$35 per reservation  |

## Benny Russell Park

| Amenities  | Size            | Capacity | Fees                  |
|--|-----------------|----------|-----------------------|
| <b>Event Room</b><br>(Includes refrigerator, ice machine, sink, and counter space) | 575 Square Feet | 38       | \$60 (4 hour maximum) |
| <b>Large Pavilion</b>  | 20’ X 40’       |          | \$35 (4 hour maximum) |

## East Milton Gym

| Amenities | Rent Class A  |
|-----------|---------------|
| Gym       | \$40 Per Hour |

## Fidelis Community Center Cafeteria

### Building Size

2,187 Square Feet

| Amenities | Rent Class A  |
|-----------|---|
| Cafeteria | \$20 pr hr<br>\$ 60 (4 hr)<br>\$ 100 per full day not to exceed 8 hours |

## Floridatown Park

| Amenities | Size | Fees                 |
|-----------|------|----------------------|
| Pavilion  |      | \$35 per reservation |

## Locklin Field

| Amenities  | Fees              |
|------------|-------------------|
| Ball Field | \$5 Every 2 Hours |

## Navarre Park

| Amenities      | Size   | Rent Class A         |
|----------------|--|----------------------|
| Pavilion A & B | Pavilion A = 1,749 Square Feet<br>Pavilion B = 1,920 Square Feet | \$35 per reservation |

## Soccer and Horse Complex

| Amenities   | Size               | Fees   |
|-------------|--------------------|--|
| Horse Arena | 42,000 Square Feet | \$40 Per Day without lights<br>\$40 Per Hour with lights |
| Pavilion    |                    | \$35 per reservation                                     |

## Navarre Beach

### Gulf Side

| Pavilions   | Rate                |
|-------------|---------------------|
| Flounder    | \$35 + tax= \$37.28 |
| Seagull     | \$35 + tax= \$37.28 |
| Sand Crab   | \$35 + tax= \$37.28 |
| Dolphin     | \$50 + tax= \$53.25 |
| Sea Turtle  | \$50 + tax= \$53.25 |
| Manta Ray   | \$50 + tax= \$53.25 |
| Ghost Crab  | \$50 + tax= \$53.25 |
| Sand Dollar | \$50 + tax= \$53.25 |
| Sea Oat     | \$50 + tax= \$53.25 |
| Sandpiper   | \$50 + tax= \$53.25 |

### Soundside

|               |                     |
|---------------|---------------------|
| Black Skimmer | \$50 + tax= \$53.25 |
| Red Drum      | \$50 + tax= \$53.25 |
| Pelican       | \$25 + tax= \$26.63 |
| Mackerel      | \$25 + tax= \$26.63 |
| Starfish      | \$25 + tax= \$26.63 |

# Current Fees for County Owned Rentals

## Bagdad, Pace and Tiger Point Community Centers

### 3 Hour Minimum

| Building Size                  | Capacity         |
|--------------------------------|------------------|
| 2,800 Square Feet Meeting Room | Pace- 224        |
|                                | Bagdad- 205      |
| 4,000 Square Feet Total        | Tiger Point- 153 |

- **Class A** – For profit or Private Use Commercial/Business/Individual
- **Class B** – Nonprofit Use: Any nonprofit chartered civic, fraternal or charitable organization (must have tax exempt certificate).
- **Class C** – Government (Federal, State, County, or affiliated with the BVPA or pending County Administrator approval).

| Amenities                  | Rent Class A   | Rent Class B   | Rent Class C |
|----------------------------|--|--|--------------|
| <b>Community Center</b>    | \$20 per hour<br>\$60 per day ½ day (4 Hours)<br>\$100 per full day not to exceed 8 hours. | \$10 per hour<br>\$30 per day ½ day (4 Hours)<br>\$ 50 per full day not to exceed 8 hours. | \$0.00       |
| <b>Kitchen</b>             | Additional \$35  | Additional \$35  | \$0.00       |
| <b>Ball Field (Bagdad)</b> | \$5 Every 2 hours  | \$5 Every 2 hours  | \$0.00       |
| <b>Pavilion</b>            | \$35   | \$35   | \$0.00       |
| <b>Security Deposit</b>    | \$100  | \$100  | \$0.00       |

## Benny Russell Park

| Building Size   | Capacity |
|-----------------|----------|
| 575 Square Feet | 38       |

- **Class A** – For profit or Private Use Commercial/Business/Individual
- **Class B** – Nonprofit Use: Any nonprofit chartered civic, fraternal or charitable organization (must have tax exempt certificate).
- **Class C** – Government (Federal, State, County, or affiliated with the BVPA or pending County Administrator approval).

| Amenities  | Rent Class A | Rent Class B | Rent Class C |
|--|--------------|--------------|--------------|
| <b>Event Room</b><br>(Includes refrigerator, ice machine, sink, and counter space) | \$60         | \$40         | \$0.00       |
| <b>Large Pavilion</b>  | \$35         | \$35         | \$0.00       |
| <b>Security Deposit for Event Room</b>   | \$50         | \$50         | \$0.00       |

## East Milton Gym

| Amenities               | Rent Class A  | Rent Class B                   | Rent Class C |
|-------------------------|---------------|--------------------------------|--------------|
| <b>Gym</b>              | \$40 Per Hour | Standard Fee Less<br>Sales Tax | \$0.00       |
| <b>Security Deposit</b> | \$100         | Standard Fee Less<br>Sales Tax | \$0.00       |

## Fidelis Community Center Cafeteria

### Building Size

2,187 Square Feet

- **Class A** – For profit or Private Use Commercial/Business/Individual
- **Class B** – Nonprofit Use: Any nonprofit chartered civic, fraternal or charitable organization (must have tax exempt certificate).
- **Class C** – Government (Federal, State, County, or affiliated with the BVPA or pending County Administrator approval).

| Amenities        | Rent Class A  | Rent Class B  | Rent Class C |
|------------------|---|---|--------------|
| <b>Cafeteria</b> | \$20 pr hr<br>\$ 60 (4 hr)<br>\$ 100 per full day not to exceed 8 hours | \$10 per hour<br>\$30 per day ½ day (4 Hours)<br>\$ 50 per full day not to exceed 8 hours | \$0.00       |

## Locklin Field

| Amenities         | Rent Class A      | Rent Class B      | Rent Class C |
|-------------------|-------------------|-------------------|--------------|
| <b>Ball Field</b> | \$5 Every 2 Hours | \$5 Every 2 Hours | \$0.00       |

## Navarre Park

### Building Size

Pavilion A = 1,749 Square Feet

Pavilion B = 1,920 Square Feet

| Amenities                 | Rent Class A   | Rent Class B                   | Rent Class C |
|---------------------------|--|--------------------------------|--------------|
| <b>Pavilion A &amp; B</b> | \$35 flat fee/per hour<br>\$35 plus tax for Daily Rate | Standard Fee Less<br>Sales Tax | \$0.00       |

## Soccer Horse Park

### Building Size

42,000 Square Feet

| Amenities          | Rent Class A  | Rent Class B                   | Rent Class C |
|--------------------|---|--------------------------------|--------------|
| <b>Horse Arena</b> | \$40 Per Day without lights<br>\$40 Per Hour with lights<br>with the first hour being<br>free | Standard Fee Less<br>Sales Tax | \$0.00       |

## Navarre Beach

### Gulf Side

| Pavilions   | Rate                |
|-------------|---------------------|
| Flounder    | \$35 + tax= \$37.28 |
| Seagull     | \$35 + tax= \$37.28 |
| Sand Crab   | \$35 + tax= \$37.28 |
| Dolphin     | \$50 + tax= \$53.25 |
| Sea Turtle  | \$50 + tax= \$53.25 |
| Manta Ray   | \$50 + tax= \$53.25 |
| Ghost Crab  | \$50 + tax= \$53.25 |
| Sand Dollar | \$50 + tax= \$53.25 |
| Sea Oat     | \$50 + tax= \$53.25 |
| Sandpiper   | \$50 + tax= \$53.25 |

### Soundside

|               |                     |
|---------------|---------------------|
| Black Skimmer | \$50 + tax= \$53.25 |
| Red Drum      | \$50 + tax= \$53.25 |
| Pelican       | \$25 + tax= \$26.63 |
| Mackerel      | \$25 + tax= \$26.63 |
| Starfish      | \$25 + tax= \$26.63 |

## Fee Comparisons

### City of Pensacola

Park Rental fees are based upon number of expected attendees and public versus private event types. See the following:

- UP TO 100 PEOPLE** **\$100.00 + tax - 5 hour time block**
- 100 TO 500 PEOPLE** **\$250.00 + tax - 5 hour time block**
- FESTIVAL/SPECIAL EVENTS (per day)** **\$500.00 + tax - 12 hour time block (per day rented)**  
(defined as an event open and advertised to the public, or an event requiring additional permitting as determined by the Neighborhood Services Representative and/or Director)

|   |             |
|---|-------------|
| Clean-Up Deposit (Run, Walk, Bicycle Event, Parade)                         | \$500       |
| Clean-Up Deposit (Single Day Event - "stationary")                          | \$500       |
| Clean-Up Deposit (Multi-Day Event - "stationary" - or in City Right of Way) | \$1,000     |
| Permit Fee - Run, Walk, Bicycle Event, similar event <b>5K</b>              | \$100 + tax |
| Permit Fee - Run, Walk, Bicycle Event, similar event <b>5K-10K</b>          | \$150 + tax |
| Permit Fee - Run, Walk, Bicycle Event, similar event <b>10K and up</b>      | \$250 + tax |
| Permit Fee - Parade   | \$150 + tax |
| Permit Fee - Single Day or Multi Day - "stationary"                         | \$250 + tax |
| Permit Fee - Event with admission charge and/or in public right-of-way      | \$500 + tax |

### Escambia County

| Type              | Description  | Fees       |
|-------------------|--|------------|
| Park Reservation  | 1 – 99 Individuals                                   | \$32.25 *  |
| Park Reservation  | 100 – 199 Individuals                                | \$53.75 *  |
| Park Reservation  | 200 – 299 Individuals                                | \$80.64 *  |
| Park Reservation  | 300 – 499 Individuals                                | \$161.25 * |
| Park Reservation  | 500 + Individuals or Whole Park at Lexington Terrace | \$215.00 * |
| Large Pavilion    | Pavilion at Lexington Terrace – Per Day              | \$80.64 *  |
| Cleaning / Damage | Refundable Deposit                                   | \$25.00    |

| Type                                 | Time       | Description   | Fees      |
|--------------------------------------|------------|---|-----------|
| Baseball/Softball Diamond            | Per 4 hrs. | Lights-\$32.25/1st hr.; \$16.13/hr. thereafter*     | \$37.63 * |
| Football Field                       | Per 4 hrs. | Lights-\$32.25/1st hr.; \$16.13/hr. thereafter*     | \$37.63*  |
| Soccer Field                         | Per 4 hrs. | Lights-\$32.25/1st hr.; \$16.13/hr. thereafter*     | \$37.63*  |
| Softball/Baseball Field Prep/Lining  | Per day    | Layout and Line Fields (Includes Labor & Materials) | \$107.50* |
| Football Field Prep/Lining           | Per Field  | Layout and Line Fields (Includes Labor & Materials) | \$107.50* |
| Soccer Field Prep/Lining             | Per Field  | Layout and Line Fields (Includes Labor & Materials) | \$107.50* |
| Pavilion                             | Per day    | 1 - 99 Individuals                                  | \$32.25*  |
| Pavilion                             | Per day    | 100 - 199 Individuals                               | \$53.75*  |
| Pavilion                             | Per day    | 200 - 299 Individuals                               | \$80.63*  |
| Pavilion                             | Per day    | 300 - 499 Individuals                               | \$161.25* |
| Pavilion                             | Per day    | 500+ Individuals                                    | \$215.00* |
| RR, Conc., MP, Ticket, Press, Locker | Per day    | Rental per Room or Building                         | \$37.63*  |
| Cleaning / Damage                    |            | Refundable Deposit                                  | \$25.00** |

**City of Milton**

Ball Field rentals:

|   |
|---|
| <p><b>Hourly Rate Per Field With Lights - \$30</b>      <b>Total # of Hours _____ X \$30 = \$_____</b></p> <p><i>Must leave before 8 p.m. (Monday – Friday)</i></p> <p><i>After 8 p.m. a \$25 per hour fee will charged in addition to the \$30 per hour per field fee.</i></p> |
|---|

|  |          |
|--|----------|
| <b>Daily Rate/s Per Field - MANDATORY \$50.00 PER DAY CLEANUP FEE!!!</b> |          |
| <input type="checkbox"/> One Day Use (Daytime only; No light usage)      | \$100    |
| <input type="checkbox"/> One Day Use (Includes light usage)              | \$130    |
| <input type="checkbox"/> Two Day Use (Daytime only; No light usage)      | \$150    |
| <input type="checkbox"/> Two Day Use (Includes light usage)              | \$210    |
| <input type="checkbox"/> Three Day Use (Daytime only; No light usage)    | \$200    |
| <input type="checkbox"/> Three Day Use (Includes light usage)            | \$290    |
| <input type="checkbox"/> Cleanup Fee                                     | \$50/day |

Orange County

**PARK FACILITIES RENTAL**

Events / Pavilions / Open Spaces

|  |    |          |
|--|----|----------|
| Up to 50 People.....                     | \$ | 50.00    |
| 51 to 100 People.....                    | \$ | 75.00    |
| 101 to 200 People.....                   | \$ | 125.00   |
| 201 to 300 People.....                   | \$ | 225.00   |
| 301 to 400 People.....                   | \$ | 350.00   |
| 401 to 500 People.....                   | \$ | 500.00   |
| 501 to 650 People.....                   | \$ | 1,000.00 |
| Each additional 100 people over 650..... | \$ | 150.00   |

Refundable Cleaning / Damage Deposit

|                         |    |             |
|-------------------------|----|-------------|
| 1-100 People .....      | \$ | 75.00       |
| 101 People or More..... | \$ | rental rate |

Recreation Centers, Facilities and Rooms

|   |    |           |
|---|----|-----------|
| SMALL room, less than 500 square feet, per hour .....                   | \$ | 25.00     |
| MEDIUM room, 500-1500 square feet, per hour .....                       | \$ | 50.00     |
| LARGE room, per hour .....  | \$ | .05/sq ft |
| Swimming Pool Rental (per hour, after-hours only) .....                 | \$ | 175.00    |
| plus required Labor Charge  |    |           |
| Hockey Court Rental, per hour (includes lighting) .....                 | \$ | 20.00     |
| Athletic Field Rental, per hour .....                                   | \$ | 15.00     |
| Outdoor Basketball / Tennis Court & Batting Cage Rental, per hour ..... | \$ | 5.00      |