

TOWN OF OCEAN CITY

DEPARTMENT OF RECREATION AND PARKS

Facility Use Application Procedures

Revised Procedure 01-09

Tournaments



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Current: July 3, 2018

**TOWN OF OCEAN CITY
DEPARTMENT OF RECREATION AND PARKS**

FACILITY USE APPLICATION GUIDELINES

- 1.01 OVERVIEW:** Pursuant to Town Policy PPM 600-6, the Recreation and Parks Department permits the public to reserve some of its public facilities for private functions, meetings, sports activities, etc., when not scheduled for the Mayor and Council, Department or other priority uses. An individual, organization or business may make a request to the Department to use Recreation and Parks facilities.

In order to reserve any of these facilities, the Department has instituted certain restrictions and regulations for use of Town facilities, many of which are explained below. Please read these guidelines very carefully and use them as a guide in completing your facility use application. Please direct your questions to the Facilities Supervisor of the Ocean City Recreation and Parks Department at (410) 250-0125, after regular business hours call 443-235-0027.

- 1.02 EXCLUSIONS:** An applicant may be excluded from eligibility for use for the following reasons:

1. The applicant prohibits participation in its programs or services on the basis of race, creed, or religion.
2. The applicant has an unpaid balance due to the Town of Ocean City or the Ocean City Recreation and Parks Department.
3. The applicant has previously violated or abused the provisions of the reservation system.

- 1.03 APPLICANT STATUS:** An applicant may either be:

1. An individual requesting a reservation for a private use.
2. An official representative of a business requesting a reservation for a business, company or corporation.
3. An official representative or officer of a not for profit group, association or social organization.
4. An official representative of a sports, recreation or leisure organization, league or sanctioning body.

An individual, group, organization, business or association requesting a reservation may not circumvent the applicable non-resident fees by using a resident's name or a resident's address in lieu of the official applicant's name.

- 1.04 ADMINISTRATION:** Pursuant to the policy of the Town of Ocean City, the reservation process is administered by the Department of Recreation and Parks. The Director of Recreation and Parks and designated employees of the Department are responsible for implementing the reservation system. The Director of Recreation and Parks is authorized to verify the eligibility based on the criteria established in this procedure. The Director of Recreation and Parks may make exceptions to the reservation system for good cause.

All requests for use will be considered pending applications until a use reservation is granted or denied. No guarantee of availability is made or implied by the acceptance of the application.

- 1.05 APPLICATION PROCEDURE:** Review the Facility Use Application guidelines carefully. Understanding of and compliance with each guideline will assist in the smooth processing of each application. Fully complete the attached facility use application form, and return it to: Ocean City Recreation and Parks Department, ATTN: Facility Use Applications, 200 - 125th Street, Ocean City, MD 21842. Applications received in person will be processed before those received by mail or fax. Incomplete or defective applications will be returned to the applicant. The application should be submitted at least five (5) business days prior to the requested date. A new application must be submitted annually for recurring reservation requests.

All requests for uses will conform with the reservation application process of the Department of Recreation and Parks. A potential user shall make a written application for use on the request form provided by the Department of Recreation and Parks.

An applicant must provide a down payment when the application is made. If a use reservation is granted, the applicant will be required to comply with the hold harmless and clean up provisions of the permit (see attached).

If a use is denied and a down payment has been paid, the payment will be refunded to the applicant. If a use is granted and the applicant cancels the reservation prior to the use, the down payment is forfeited and no refund is due the applicant.

Applications are reviewed by the Facilities Supervisor, approved by the Director of Recreation and Parks, and coordinated by the various staff of the Ocean City Recreation and Parks Department including the Administration, Recreation Programs, and Parks Divisions. Applicants or their representative(s) may be required to meet with the Facilities Supervisor at the requested facility(s) once the application is approved. Approval may be granted, denied, or modified by the Director of Recreation and Parks. Additional planning or coordination meetings may be required with appropriate Recreation and Parks employees.

1.06 ALLOWABLE USES AND RESTRICTIONS: The Ocean City Recreation and Parks facilities are available with some restrictions. The restrictions are established to protect the health, safety and welfare of the public, to prevent damages to Town property and to maintain order and access to the facilities.

Some uses are expressly prohibited and they include:

- Alcoholic beverages
- Gambling or games of chance for monetary advantage

The allowable uses of the facility must be compatible with the physical limits of the space and attendance may not exceed the Fire Marshal's posted occupancy limit for buildings or the visitor capacity for an outdoor facility.

The use of any tents, air inflated structures or fireworks, requires a separate application to the Ocean City Fire Marshal's office, 410-289-8780. Acknowledgement of appropriate Fire Marshal approval must be forwarded to the Recreation and Parks office before the facility usage application may be approved.

Food and beverages may be consumed on the site, however restrictions and additional fees may apply.

The charge of a reasonable admission fee, participation fee or financial offering associated with any permitted use may be allowed with the explicit approval of the Director.

The sales of services, food and beverage or merchandise associated with any use are restricted and will only be allowed with the explicit approval of the Director.

All permitted uses at Northside Park will conform to the local ordinances and rules for use of Northside Park Recreation Complex established by the Department of Recreation and Parks, which include no profanity or loud music, no smoking in buildings and designated outdoor areas and hours of use between 8:00 a.m. and 11:00 p.m. only.

1.07 TIMELINE TO REQUEST USE OF RECREATION & PARKS FACILITIES: Facilities use applications must be completed and submitted to the Facilities Supervisor. The minimum advance period to make a request for a reservation is five business days prior to the requested date. The maximum advance period to make a request for a reservation is not more than six months in advance of the intended date of use. See the Reservation Application Timeline for guidance. The Department may entertain a request for a use with less than five business-days notice provided there is not special facility preparation. The Department may entertain a request for an annual or recurring sports tournament or special event from an applicant in good standing more than 6 months in advance.

1.08 PAYMENT FOR THE RESERVATION: A \$35 down payment per facility, per day is required once the reservation availability has been approved. The balance of reservation fees is due at least five (5) days prior to the reservation date. For tournament reservations, the full amount is due on the first day of the tournament. All fees should be made payable to: "Town of Ocean City."

- 1.09 PRICE OF USE:** A price is charged for the use of the facilities, and all are listed on the attached “Fees for Reservations.” The price is established in consideration for the privilege of a reserved use, and to offset the costs associated with the facility use such as set-up, breakdown, clean up and staff time.

The price for indoor reservations may be less if the requested use occurs during normal operating hours of the building while staff is present, and there are no special set-up or support requests. The price is greater if the requested use for indoor reservations occurs outside the normal operating hours for the building, which includes evenings and weekends. A charge may be assessed for additional equipment, furniture or staff requested.

- 1.10 FREQUENCY AND NUMBER OF USES:** The frequency and number of uses by an applicant may be restricted in order to ensure a fair distribution of uses between eligible applicants and in order to avoid a disproportionate use by one or more applicants. A maximum use of facilities per month may be applied.

- 1.11 VEHICLE ACCESS:** Vehicle access through any park to load and unload supplies, setup, etc. must be clearly identified on the facility use application under “Special Requests.” It must be approved in advance by the Facilities Supervisor, and a vehicle access permit will be issued.

- 1.12 CHANGES IN THE APPLICATION:** Any request for deviation from the completed facility use application after approval is granted must be in writing prior to the reservation and appropriate approvals must be obtained.

- 1.13 SETUP/CLEANUP AND SPECIAL SERVICES:** Each applicant should make his/her application based upon providing all the necessary setup, breakdown, and any cleanup for the use without assistance of Town services. The applicant is required to clean the area of trash generated by the use and transport it to the appropriate receptacle. Failure to practice appropriate cleanup procedures may result in an assessed cleanup or damage fee against the user.

If Town services are required, it should be clearly identified on the facility use application for review and approval.

- 1.14 PRIVATE CONCESSIONS:** No food or beverage concessions or merchandise sales will be permitted on any Town of Ocean City park property without prior approval. The Recreation and Parks Department reserves the right to operate concessions at any of its facilities. Any request for concession operations must be evaluated and approved prior to the reservation. Requested beverage sales must maintain compliance with the beverage sponsorship restrictions noted in 1.15 of the guidelines. An additional fee of \$75 - \$125 per day for merchandise concession and a fee of \$150 - \$200 per day for food concession will be assessed for any granted concession privilege.

- 1.15 BEVERAGE FRANCHISE:** The Town of Ocean City maintains an exclusive beverage franchise with the Coca Cola Company that prohibits the promotion, sale, and distribution of any competing beverage to include soft drinks, juices, sport drinks, and bottled water on any Town property. All applicants requesting use of Town of Ocean

City property must comply with this agreement that is in effect from April 1, 2017 thru April 1, 2023.

- 1.16 LIABILITY INSURANCE:** All applicants must sign and submit the Harmless Clause and Clean-up Responsibility and Liability Form. An applicant may be required to provide a certificate of insurance for certain uses. If the use is for a tournament, sporting event or special event, then the applicant shall provide the Town with a certificate of occurrence for comprehensive general liability insurance with a value of \$1,000,000. The exact wording on the certificate should be "The Mayor and City Council for the Town of Ocean City, 301 Baltimore Avenue, Ocean City, MD 21842" as additional insureds. The certificate of insurance must be provided before the use. Additional liability precautions may be required of an applicant.
- 1.17 MUSIC AND PUBLIC ADDRESS SYSTEMS:** Approved uses operate in accordance with the Ocean City Code 30-367 of 65 decibels.
- 1.18 ALCOHOLIC BEVERAGES ILLEGAL:** Open containers of alcoholic beverages on public property are illegal. An applicant may petition the Town Council for special permission to serve alcohol subject to the subsequent approval by the Worcester County Board of License Commissioners.
- 1.19 MANDATED CHANGES/CANCELLATIONS:** Applicant understands that any event or reservation can be changed or canceled at the direction of the Director of Recreation and Parks or the Mayor and City Council if the approved event or reservation interferes with any Town of Ocean City projects, events, or any other necessary government function. Such action may be directed at any time.

The Recreation & Parks staff has the authority to change, notify, postpone, and /or cancel any reservation for any reason. This shall usually be considered when weather conditions may make playing conditions unsafe, impractical, and/or fields vulnerable to excessive damage.

For reservations holding a recognizable economic or visual impact on the Town of Ocean City, The Director of Recreation and Parks or his/her designee shall have the final authority to grant and/or deny reservation field use. These events shall be identified in advance and the Facilities Supervisor or designee shall make arrangements for the Director's attendance.

- 1.20 PENALTY FOR NONCOMPLIANCE:** Noncompliance with any of these written guidelines either prior to, or during an event, may result in the revocation of all approved reservations or immediate reservation cancellation.

QUESTIONS SHOULD BE DIRECTED TO THE RECREATION AND PARKS DEPARTMENT'S FACILITIES SUPERVISOR AT (410) 250-0125.

Keep these procedures for your information. Sign the acknowledgement that you have reviewed and will comply with all procedures in the appropriate section of the application packet.

Ocean City Recreation and Parks Department

Reservation Application Time Line for 2018/2019

For A Date In This Period

Earliest In Person Application Date Is

August 1 - August 31, 2018

February 1, 2018

September 1 - September 30, 2018

March 1, 2018

October 1 - October 31, 2018

April 1, 2018

November 1 - November 30, 2018

May 3, 2018

December 1 - December 31, 2018

June 1, 2018

January 1 - January 31, 2019

July 1, 2018

February 1 - February 28, 2019

August 2, 2018

March 1 - March 31, 2019

September 1, 2018

April 1 - April 30, 2019

October 3, 2018

May 1 - May 31, 2019

November 1, 2018

June 1 - June 30, 2019

December 1, 2018

July 1 - July 31, 2019

January 1, 2019

Current: July 3, 2018

Q:Tom/Policies and Procedures/Facility Use

OCEAN CITY RECREATION & PARKS DEPARTMENT
(410) 250-0125 OFFICE (410) 250-5409 FAX

FACILITY USE APPLICATION

NON-REFUNDABLE DOWN PAYMENT IS DUE UPON AVAILABILITY APPROVAL: \$35 PER FACILITY PER DATE

Return Application to: Ocean City Recreation & Parks Department, ATTN: Facility Use Applications,
200 - 125th Street, Ocean City, MD 21842

This is an application for use and is not a permit of use. No guarantee of availability is made or implied by the acceptance of the application. This application should be completed and returned to the Ocean City Recreation and Parks Department at least five (5) business days prior to the requested reservation date for final approval. Any misrepresentation in this application or deviation from the final agreed upon route and/or method of operation described herein may result in immediate revocation of the facility use application approval. Applicant's attention is directed to the accompanying information packet, entitled "Facility Use Application Guidelines."

All questions on the facility use application must be fully answered. "Same as last year" or similar comment is not an acceptable response. If a question does not apply, please write "N/A" in that space. The application will be returned to the applicant if the information is incomplete. Please type or print the information clearly. You may attach additional sheets as necessary.

INDIVIDUAL NAME or COMPANY NAME: _____

PRIMARY ADDRESS: _____

OCEAN CITY PROPERTY ADDRESS (if applicable): _____

COMPANY PHONE #: _____ FAX #: _____

PHONE # (H): _____ PHONE # (W): _____ LOCAL OR CELL #: _____

E-MAIL ADDRESS: _____

FACILITY REQUESTED: _____ EST # OF PARTICIPANTS: _____

DESCRIBE AREA IN WHICH THE RESERVATION/EVENT SHALL BE CONTAINED: _____

REQUESTED DATE(S) OF USE: _____ REQUESTED TIMES: _____

DESCRIPTION OF USE (CIRCLE): Tournament Special Event Other: _____

TITLE OF TOURNAMENT OR EVENT (IF APPLICABLE): _____

TYPE OF TOURNAMENT/EVENT (CIRCLE ALL APPLICABLE) youth men's women's

CIRCLE IF REQUESTED: Use of Scoreboards Use of PA System Lining of Fields
 Provision of Goals: Number of Goals _____ Sizes of Goals _____

CIRCLE IF APPLICABLE: Charging Participant Fee Charging Admission Fee Using Vendors

FULLY DESCRIBE THE INTENDED USE/EVENT AND ALL PROPOSED ACTIVITIES: _____

WILL TENTS*, AIR STRUCTURES* or FIREWORKS* BE UTILIZED DURING USE/EVENT? _____

IF YES, PLEASE DESCRIBE USE: _____

*Approval from the Ocean City Fire Marshal must be obtained and forwarded

IF REQUIRED, DESCRIBE CROWD CONTROL PROCEDURES YOU INTEND TO EMPLOY: _____

DESCRIBE ANY SPECIAL PARKING/TRAFFIC NEEDS OR CONSIDERATIONS (additional charges may be assessed): _____

IF REQUIRED, HAVE ARRANGEMENTS BEEN MADE FOR MEDICAL ASSISTANCE? IF SO, WHAT TYPE? _____

WHAT PROVISIONS WILL BE MADE FOR COLLECTION OF SOLID WASTES, INCLUDING TRASH, GARBAGE AND RECYCLABLES? _____

SOME FACILITIES OFFER LIMITED "COMFORT" AREAS (TOILETS, HANDWASHING, ETC.). WHAT PROVISIONS WILL BE MADE FOR PARTICIPANTS ABOVE AND BEYOND PROVIDED FACILITIES? _____

DESCRIBE ANY PROPOSED MERCHANDISE/SALE ITEMS: _____

LIST ALL SPONSORS ASSOCIATED WITH YOUR USE/EVENT. _____

IF APPLICABLE, DESCRIBE EVENT PRIZES/AWARDS: _____

DO YOU EXPECT SPECTATORS AT YOUR USE/EVENT? _____ IF YES, HOW MANY? _____

SPECIAL REQUESTS: _____

EQUIPMENT NEEDED: _____

ELECTRICITY NEEDED:: (Explain) _____

LIST ADDITIONAL COMMENTS AND/OR REQUESTS NOT COVERED IN THIS APPLICATION: _____

CREDIT CARD # (Visa , MC, Amex, Disc): _____ EXPIRATION DATE: _____

Application Completed By: _____

Date Completed: _____

TOWN OF OCEAN CITY
HARMLESS CLAUSE

NAME OF APPLICANT: _____

NAME OF ORGANIZATION: _____

ACTIVITY: _____

Permittee (organization/applicant) shall assume all risks incident to or in connection with the permitted activity and shall be solely responsible for damage or injury, of whatever kind or nature, to person or property, directly or indirectly arising out of or in connection with the permitted activity or shall be solely responsible for damage or injury, of whatever kind or nature, to person or property, directly or indirectly arising out of or in connection with the permitted activity or conduct of Permittee's operation.

Permittee hereby expressly agrees to defend and save the Town of Ocean City, its officers, agents, employees, and representatives harmless from any penalties for violation of any law, ordinance, or regulation affecting its activity and from any and all claims, suits, losses, damages, or injuries directly or indirectly arising out of or in connection with the permitted activity or conduct of its operation or resulting from the negligence or intentional acts or omissions of Permittee of its officers, agents, and employees.

APPLICANT'S SIGNATURE: _____

DATE: _____

ADDITIONAL PROVISIONS

I understand that certain Facility Uses require additional provisions. Should my event qualify, I understand that I will be notified by the Ocean City Recreation and Parks Department and will be required to provide this information prior to Use Approval being granted.

Additional provisions include, but are not limited to: field diagram/dimensions, event layout, additional insurance naming the Ocean City Mayor and Council as additional insureds, Fire Marshal approval, Liquor Board approval, Town Council approval.

APPLICANT'S SIGNATURE: _____ DATE _____

FOR OFFICE USE ONLY

Provisions Required: _____

CLEAN UP RESPONSIBILITY AND LIABILITY

I understand that I must leave the reservation area clean and litter free by the conclusion of my reservation. I understand that I am to deposit all trash and refuse generated by my use into the appropriate waste containers provided.

I further understand that I may be liable for any damage to the reservation area associated with my use. I must report any damage to the staff of the Department of Recreation & Parks as soon as possible.

I understand that I will be assessed a charge of at least \$60.00 or more for clean up of the reserved area if, in the opinion of the staff, it has not been left in a reasonably clean state. I understand that I will be assessed a repair charge of an amount to be determined for the repair of damages to the reserved area and resulting from my use. I agree to pay all clean up and/or repair fees assessed on me.

APPLICANT'S SIGNATURE: _____ DATE _____

COCA-COLA EXCLUSIVE PRODUCT AGREEMENT DISCLOSURE:

The applicant must comply with all provisions of the Town's agreement with Coca-Cola Refreshments as it pertains to the distribution or sales of beverages by the applicant on Town property. The applicant agrees to sell, dispense or serve only Coca-Cola beverages on Town premises for the duration of the permitted use.

The applicant is expressly prohibited from using the beverages of other suppliers, said beverages to include soft drinks, juices, sport drinks, specified energy drinks and bottled waters. The permitted beverages include Coca-Cola, Diet Coke, Coke Zero, Sprite, Pibb Xtra, Mello Yello, Nestea, Arizona Tea, Barqs Root Beer, Fanta, Minute Maid, PowerAde, Fuze Juice, Monster, Tum E Yummies, Dasani and other products that Coca-Cola may provide in accordance with its agreement with the Town of Ocean City.

I have read this disclosure and agree that I will comply with its provisions.

APPLICANT'S SIGNATURE _____ DATE _____

LOCAL ORDINANCE COMPLIANCE

The applicant agrees to comply with the provisions of *all* applicable ordinances of the Town of Ocean City. I have read this disclosure and will comply with *all* provisions of the local ordinances of the Town Code.

APPLICANT'S SIGNATURE _____ DATE _____

MANDATED CHANGES/CANCELLATION

Applicant understands that any use/event or use/event date can be changed or canceled at the direction of the Mayor and City Council if the approved event interferes with a necessary governmental function. Such action may be directed at any time.

APPLICANT'S SIGNATURE _____ DATE _____

GUIDELINES/PERMIT ACKNOWLEDGEMENT AND COMPLIANCE

Applicant has read and agrees to comply with the guidelines provided in the Facility Use Application Procedures packet. The applicant agrees to abide by all provisions of the permit granted by the Town of Ocean City and agrees to pay all fees and costs assigned to the permit.

APPLICANT'S SIGNATURE _____ DATE _____

OCEAN CITY RECREATION & PARKS DEPARTMENT

PERMIT & RESERVATION FEES FOR 2018/2019

*Required Deposit Fee is \$35 per facility or field.
Deposit is applied to balance due and is non-refundable.
The deposit will be kept if the applicant cancels the reservation.*

SOFTBALL FIELDS, BASEBALL FIELD – NORTHSIDE PARK & 4TH STREET

Ballfield, Softball/Baseball Tournament Full-Day (more than 6 hours)	\$205/Field/Day
Ballfield, Softball/Baseball Tournament Half-Day (less than 6 hours)	\$125/Field/Day
Ballfield	\$42/Hour-Resident \$53/Hour-Non-Resident
Ballfield Lining and Prep	\$85/Field
Use of Score Clocks, Controllers	\$7/Hour or \$35/Day
Lights	\$30/Hour or \$120/Day
Lights Supervisor	\$30/Hour
Grass Mowing Request	\$75/Cut
Clean up/Damage Fee	\$60/Use or Cost of Actual Damage

SOCCER FIELD AND WEST LAGOON FIELD – NORTHSIDE PARK

Soccer, Field Hockey or Lacrosse Field	\$43/Hour-Resident \$54/Hour-Non Resident
Soccer, Lacrosse, Football or Field Hockey Lining & Prep	\$142/Field
Relining Soccer, Lacrosse, Football or Field Hockey	\$112/Field
Use of Score Clocks, Controllers	\$7/Hour or \$35/Day \$35/Day
Lights	\$30/Hour or \$120/Day
Lights Supervisor	\$30/Hour
Grass Mowing Request	\$48/Cut
Clean up/Damage Fee	\$60/Use or Cost of Actual Damage

EAST GYMNASIUM AT NORTHSIDE PARK

East Gymnasium Tournament Fee	\$120/Per Hour/Per Gym
East Gymnasium Court Use	\$42/Hour-Resident \$62/Hour-Non Resident
East Gymnasium, Full Gym	\$80/Hour-Resident \$115/Hour-Non Resident
East Gymnasium, Full Gym Youth Practice (Off Peak)	\$42/Hour-Resident \$59/Hour-Non Resident
Facility Supervisor	\$20/Hour - \$30/Hour
Gym Floor Cover (if required)	\$300/Gym Court
Indoor Soccer Walls	\$350/Setup & Usage
Net Set Up/Breakdown	\$10/per day/Resident \$13/per day/Non-Resident

WEST GYMNASIUM AT NORTHSIDE PARK

West Gym Tournament Fee	\$120/Per Hour/Per Gym
West Gymnasium Court Use	\$42/Hour-Resident \$62/Hour-Non Resident
West Gym, Full Gym	\$86/Hour-Resident \$120/Hour-Non Resident
West Gym, Full Gym Youth Team Practice (Off Peak)	\$48/Hour-Resident \$69/Hour-Non Resident
Facility Supervisor	\$20/Hour - \$30/Hour
Net Set Up/Breakdown	\$10/per day/Resident \$13/per day/Non-Resident

**PICNIC SHELTERS (NORTHSIDE PARK, GORMAN PARK & FIESTA PARK),
PATIO and PIER (NORTHSIDE PARK)**

Picnic Shelter	<u>Resident</u> \$67/4 Hrs \$129/8hrs	<u>Nonresident</u> \$84/4 Hrs \$161/8 Hrs
Move Picnic Tables to Patio	Variable by Request	
Picnic Shelter Electric	\$15/Use	
Patio at Northside Park	<u>Resident</u> \$67/4 Hrs \$129/8hrs	<u>Nonresident</u> \$84/4 Hrs \$161/8 Hrs
Patio Electric	\$15/Use	
Gazebo Northside Park	<u>Resident</u> \$67/4 Hrs \$129/8hrs	<u>Nonresident</u> \$84/4 Hrs \$161/8 Hrs
Pier - Northside Park	<u>Resident</u> \$67/2 Hrs	<u>Nonresident</u> \$84/2 Hrs

SUNSET PARK

Sunset Park Stage & Plaza	\$52/Hour; Minimum 3 hours
Sunset Park Pier	\$30/Hour; Minimum 2 hours
Sunset Park Restrooms	\$30/Hour; Minimum 3 hours

OTHER AVAILABLE FACILITIES/AMENITIES/EQUIPMENT

General Park Area	\$30/Hour-Resident \$39/Hour-Non Resident
Tennis Courts 3 rd , 61 st , 94 th , 136 th Streets	\$10/Hour/Resident \$14/Hour/Non Resident
Beach Volleyball Court 2 nd , 3 rd , 5 th , 7 th , 9 th , 11 th Streets	\$35/Hour-Resident \$44/Hour-Non Resident
Outdoor Basketball Court 3 rd , 94 th Streets	\$38/Hour-Resident \$48/Hour-Non Resident
Skate Park	Variable
Parking Lots	\$50/Hour-Resident \$63/Hour-Non Resident
Meeting Room – West Gym	\$45/Hour-Resident \$66/Hour-Non Resident
Equipment Bag Use	\$30/Day-Resident \$42/Day-Non Resident

Northside Park Community Room Prices & Charges

PRICE

SET-UP

\$45/Hour/2 Hour min./Residents
\$66//Hour/2 Hour min./Non-Residents

Theater Style

\$45/Hour/2 Hour min./Residents
\$66//Hour/2 Hour min./Non-Residents

Banquet Style o
Class Room Style

\$20/Hour

Kitchen access only for food preparation
using those utensils and cooking
appliances available and usable on-site

\$10/Hour

Portable PA System

Approved by the Mayor & City Council April 2018