

**RESOLUTION NO. 2018 - 09**

**BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS  
OF SANTA ROSA COUNTY, FLORIDA,**

**SECTION 1.** The following procedures and rental fees are adopted for County owned properties which are available for rental:

1. Procedure for rental of County owned property:

- Full payment is required before a reservation can be held.
- 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.
- There is a minimum 3-hour rental requirement.
- Normal operating hours are Sunday through Saturday, 7:00 a.m.-10:00 p.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.
- Sale, serving or consumption of alcoholic beverages is allowable only with approval of the Board of County Commissioners for commercial events or by designated staff for non-commercial social events. Alcoholic beverage sales or consumption at commercial activities by entities other than IRS approved not for profit organizations, including but not limited to concerts, entertainment shows, and the likes will not be approved. An administrative fee of \$35 will be assessed to applicants for alcohol variances.
- 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

2. Rates by park and amenities:

**Bagdad, Pace and Tiger Point Parks:**

Amenities	Size	Capacity	Fees
Community Center	2,800 Square Feet Meeting Room, 4,000 Square Feet Total	Pace- 224 Bagdad- 205 Tiger Point- 153	\$25 per hour with a 3-hour minimum
Kitchen			Additional \$35 (except Tiger Point which does not have facilities)
Ball Field (Bagdad)			\$5 Every 2 hours
Pavilion	Bagdad – 12' X 24'		\$35 per reservation

**Benny Russell Park:**

Amenities	Size	Capacity	Fees
<b>Event Room</b> (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
<b>Gym</b>	\$40 per hour

**Fidelis Community Center Cafeteria:**

Amenities	Fees
<b>Cafeteria</b> Building Size 2,187 Square Feet	\$20 per hour \$60 (4 hour) \$100 per full day not to exceed 8 hours

**Floridatown Park:**

Amenities	Fees
<b>Pavilion</b>	\$35 per reservation

**Locklin Field:**

Amenities	Fees
<b>Ball Field</b>	\$5 Every 2 Hours

**Navarre Park:**

Amenities	Size	Fees
<b>Pavilion A &amp; B</b>	Pavilion A = 1,749 Square Feet Pavilion B = 1,920 Square Feet	\$35 per reservation

**Soccer and Horse Complex:**

Amenities	Size	Fees
<b>Horse Arena</b>	42,000 Square Feet	\$40 per day without lights \$40 per hour with lights
<b>Pavilion</b>		\$35 per reservation

**Navarre Beach:**

**Gulf Side**

Pavilions	Fees
<b>Flounder</b>	\$35
<b>Sand Crab</b>	\$35
<b>Seagull</b>	\$35
<b>Dolphin</b>	\$50
<b>Ghost Crab</b>	\$50
<b>Manta Ray</b>	\$50
<b>Sand Dollar</b>	\$50
<b>Sea Oat</b>	\$50
<b>Sea Turtle</b>	\$50

**Soundside**

Pavilions	Fees
<b>Black Skimmer</b>	\$50
<b>Sandpiper</b>	\$50
<b>Mackerel</b>	\$25
<b>Pelican</b>	\$25
<b>Red Drum</b>	\$25
<b>Starfish</b>	\$25

**Auditorium:**


Customer	Amenities:	Fees
Commercial and Non-Profit	Auditorium	\$40 per hour with a 3-hour minimum
	Conference Room	\$25 per hour with a 3-hour minimum
Governmental	Auditorium	\$90 per event
	Conference Room	6 plus hour maximum \$90
Additional Amenities	Kitchen	\$35 per event
	Stage	\$20 per event
	PA System	\$10 per event

Pre-event preparation and/or decoration, if not done the same day as the event, shall be half the regular rate.

**SECTION 3.** The above listed rates shall take priority over all prior established rates. The revised rates will take effect on May 1, 2018 and may be modified from time to time by resolutions enacted by the Board of County Commissioners.

**PASSED AND ADOPTED** by a vote of 5 yeas, 0 nays, and 0 absent of the Board of County Commissioners of Santa Rosa County, Florida this 21<sup>st</sup> day of April, 2018.

**BOARD OF COUNTY COMMISSIONERS  
SANTA ROSA COUNTY, FLORIDA**

By:   
Robert "Bob" Cole, Chairman

**ATTEST:**

  
Donald C. Spencer, Clerk of Court

