

RESOLUTION 16 – 03

A RESOLUTION OF THE CITY OF ALACHUA, FLORIDA; AMENDING SCHEDULE OF FEES FOR SHORT TERM RENTAL OF CITY FACILITIES; PROVIDING AN EFFECTIVE DATE.

WHEREAS, Section 28-8 of the City of Alachua Code of Ordinances requires that the City Commission establish by Resolution a Schedule of Fees for the rental of City facilities and amend that schedule from time to time by Resolution, and,

WHEREAS, the Short Term Rental Schedule of City facilities was last amended by Resolution 15 – 21 on August 10, 2015; and,

WHEREAS, City Staff has determined that the smallest meeting room (#3) better supports rental of Swick House space by being dedicated as storage for tables, chairs and other equipment; and,

WHEREAS, the use of Meeting Room #3 as storage space requires a reduction in the rate for the total facility; and,

WHEREAS, comments from prospective and actual users of the Swick House space and other information learned in the marketplace make it clear the rates recommended in the proposed schedule will increase use of the facility by making it more accessible to a larger segment of the population..

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF ALACHUA COMMISSION:

That the fee schedule adopted by Resolution 15 - 21 is amended, effective upon adoption of this Resolution, to be as set forth below;

Facility Use	Daily*	4 Hours*
Application Charge Non Refundable	\$25.00	\$25.00
Security Deposit	Half Daily Rental Rate	
Swick House Complete Facility (5 Meeting Rooms, Kitchen (No Stove), Covered Porch and Patio)	\$1000.00	N/A
Swick House Auditorium Seating Capacity 126	\$600.00	\$400.00
Swick House Meeting Room #1 Seating Capacity 45	\$300.00	\$150.00
Swick House Meeting Room #2 Seating Capacity 52	\$300.00	\$150.00
Swick House Meeting Room #3 (Storage)	N/A	N/A
Swick House Meeting Room #4 Seating Capacity 67	\$300.00	\$150.00
Swick House Kitchen (No Stove)	\$100.00	\$50.00
Alan Hitchcock Park (Theater Park)	\$100.00	N/A
Cleather Hathcock, Sr. Community Center - (1 Meeting Room, Kitchen (No Stove) and Porch)	\$150.00	N/A
Baseball Field (Each)	\$100.00	N/A
Hal Brady Recreation Complex (HBRC) Gymnasium (Basketball Goals, Bleachers and Lobby)	\$600.00	N/A
HBRC Soccer Field	\$150.00	N/A
HBRC Football Field	\$150.00	N/A
HBRC Picnic Pavilion	\$100.00	N/A
HBRC Softball Field (Each)	\$100.00	N/A
HBRC Splash Park	\$100.00	N/A
Preacher Copeland Park / Pavilion	\$175.00	N/A
*Definitions: Day - 8 a.m. – 9p.m. 4 Hour Rental - As scheduled by City Operating Schedule – Sunday through Saturday 8 a.m. – 9 p.m. (including Holidays)		

Discount - A discount of 20 percent of daily rental fee, beginning with the second day of any contract for consecutive rental days, shall apply (day one at 100%, consecutive day two forward at 80% of daily fee).

Security Deposit – In addition to rental fees for facilities, the applicant to provide a Security Deposit in the amount equal to half of a daily rental fee.

The deposit is to cover any replacement, repairs, damages or loss suffered by the City to and including extra ordinary cleaning. The applicant is required to pay the full cost of materials labor, replacement, repairs and damages (over and above the deposited funds) regardless of the amount. If damages occur and are less than the deposited amount, the difference will be refunded. Staff will determine proper cleanup. In the event that the City has to terminate an activity for security or non compliance with state or federal law or City ordinances or policies prior to the scheduled time of conclusion, the City will retain all fees and any reasonable part of the Security Deposit.

Payment with Application - The application fee, rental fee and security deposit shall be due upon completion and submission of Application. Security Deposit is refunded in whole or part as applicable, in approximately ten (10) to fourteen (14) business days after the event.

Notice of Cancellation – Notice of cancellation by City will be given as far in advance as possible and a full refund of all fees and security deposit including Application Fee, will be issued. If applicant cancels, notice must be given to the City at least 30 days prior to event date and rental fees, but not the application fee, will be refunded. If applicant cancels and notice is not given 30 days prior to the event, the City will retain all rental fees, or the prorated portion thereof, unless the facility is rented to another applicant for the same time period at the same charge. The application fee is not refundable.

City Right- The City, by and through the City Manager or designee, retains the right to waive fees or alter hours, terms and conditions of rentals as set forth on this schedule.

DULY ADOPTED in regular session, this 23rd day of November, 2015.

CITY COMMISSION OF THE
CITY OF ALACHUA, FLORIDA

SEAL

Gib Coerper, Mayor

ATTEST:

Traci L. Gresham, City Manager/Clerk