



STAFF REPORT ACTION REQUIRED

Review of Permitting Procedures for Park Events and Volunteer Activities

Date:	June 6, 2014
To:	Parks and Environment Committee
From:	Acting General Manager, Parks, Forestry and Recreation
Wards:	All
Reference Number:	P:\2014\Cluster A\PFR\PE28-062314-AFS#19129

SUMMARY

This report responds to a request from Parks and Environment Committee in January, 2014 to review permitting procedures to identify opportunities to streamline the issuance of park permits to volunteer groups, and it relates to a number of recommended directions and actions in the Parks Plan 2013-2017.

The report outlines the consultations conducted by the Division, responds to issues raised and provides information about the initiatives planned or currently underway to improve permitting processes.

RECOMMENDATIONS

The Acting General Manager of Parks, Forestry and Recreation recommends that:

1. this report be received for information.

FINANCIAL IMPACT

There are no financial impacts arising from this report.

DECISION HISTORY

At its January 16, 2014 meeting, the Parks and Environment Committee requested the General Manager, Parks, Forestry and Recreation to review procedures to identify opportunities to streamline the issuance of park permits to volunteer groups, and report back to the Parks and Environment Committee by Spring, 2014. The Committee requested that this report include:

- a. a definition of volunteers, volunteer group, volunteer activities which contribute to parks;
- b. a review of the costs of the permits and insurance for volunteer groups;
- c. the feasibility of implementing granting seasonal permits or bulk permits for volunteer groups with a simplified application system and lower permit and insurance fees to be implemented by the third quarter of 2014;
- d. a plan to have all permit activities on-line implemented by the third quarter of 2014 where possible; and
- e. detailed revenue information for revenue generated from parks permits by sub categories, including fire pits, pumpkin parades, movie nights, and bake ovens.

The Parks and Environment Committee also requested the General Manager, Parks, Forestry and Recreation, in preparing this report, consult with a working group, consisting of ward councillors, members of park volunteer groups, parks staff and other stakeholders.

At the same meeting, the Parks and Environment Committee requested the General Manager, Parks, Forestry and Recreation to report to the April 14, 2014 Parks and Environment Committee meeting on the implementation of a seamless, hassle-free pumpkin parade permitting process that covers fees and insurance for 2014, and to recognize pumpkin parades as a community-led parks initiative that fulfills the goals of Toronto's new Parks Plan.

This report can be viewed at:

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2014.PE25.3>

ISSUE BACKGROUND

Improving the permit system is a Divisional priority:

The Parks Plan 2013-2017 recommends improving the permitting system to enhance park use. It directs Parks, Forestry and Recreation to increase online information and services, review the permitting system from a customer service perspective and enhance reporting standards for permits to measure the use of parks and to achieve equity goals.

The Recreation Service Plan 2013-2017 recommends improving the permitting system to enhance facility use and customer service by providing information and access to permits online. It also recommends enhancing reporting standards for permits to better understand the use of facilities, and to achieve equity goals through permitting.

Multiple consultation processes on park permitting have indicated that there is satisfaction with the process but room for improvement:

During the development of the Parks Plan 2013-2017 in 2012, Parks, Forestry and Recreation held an online survey which asked questions about permitting. Of 3,750 respondents, 12 per cent held a permit in the year prior to the survey (450). Of that 12 per cent, 64 per cent were satisfied with the permit application process. Throughout the Parks Plan consultation – including input from the public, stakeholders and survey respondents – 2 per cent commented on the subject of permits.

These comments suggested that Parks, Forestry and Recreation should improve and simplify the permitting system to make it more accessible. Respondents also indicated that the cost of permits was a barrier to access for some users, for example non-profit groups and newcomers. They also commented that related policies, for example food handling guidelines and noise exemption rules, should be better publicized.

In preparing this report, Parks, Forestry and Recreation was directed to consult with Councillors, members of local park groups, parks staff and other stakeholders. To this end, the Division held:

- One public meeting, on 24 March 2014, attended by 35 people;
- One meeting with local parks groups, on 27 March 2014, attended by 7 people;
- One meeting with the stakeholder group Park People;
- Meetings with 18 individual City Councillors or their staff;
- An online survey, active from 4 March to 11 April 2014, with 331 respondents.

Common themes that emerged included:

- the need for an online permitting system;
- the complexity of the permitting process;
- permit fees present a barrier to some groups;
- the need for better coordination across Divisions; and,
- the need for more flexibility with regard to timelines and payment.

Many respondents also praised the customer service provided by the Permit Office staff.

A more detailed consultation report can be found in Appendix A.

COMMENTS

Permits contribute to park use, programming and animation by enabling individuals and groups to reserve park space. Park permits let users access specific spaces or facilities on a regular or occasional basis, prevent conflict between users, provide information that park staff need in order to plan for service delivery, and can help to prevent the overuse of park lands, natural environments and facilities. The revenue from park permits also supports the maintenance and operation of parks.

Toronto's park system is used by many casual park users and permit holders. Permits are necessary to maintain a careful balance between this use and the natural environment. In consultations for this report, the Division heard from residents, event organizers, park users, and Councillors that the permitting system is necessary to maintain a balance of park uses and protect the environment. The permitting system provides valuable information to Parks, Forestry and Recreation about the activities occurring in parks and the intensity of park use.

Volunteers in Parks

Parks, Forestry and Recreation recognizes the value of volunteerism and offers many opportunities for residents to contribute to keeping parks clean and beautiful. The Division is leading an enterprise initiative to acquire and implement a system to better coordinate, retain and recognize volunteers.

The City of Toronto defines a *volunteer* as "an individual who provides services to the City without compensation." The City's Human Resources Division has guidelines to further clarify who can be considered a volunteer. Under these guidelines, volunteers:

- cannot be used to undertake any function or activities that are performed by City employees – volunteers do not replace, displace or substitute for staff;
- are not permitted to operate City vehicles or machinery; and
- are to be supervised by a City employee at all times – if the supervisor is not present, they should be available in the same location or accessible by telephone.

There are many opportunities for volunteers with Parks, Forestry and Recreation. The Division has parkland naturalization opportunities for volunteers, such as tree planting, trail building and the Community Stewardship Program. The Stewardship Program allows volunteers to participate in ongoing maintenance and monitoring activities at various naturalization sites across Toronto. These community stewards help to improve the long-term sustainability of naturalized areas, while getting outside, developing new skills and working with team members.

There are also specific volunteer opportunities in many parks. For example, volunteers assist in gardening and maintenance at Riverdale Farm. Volunteers also assist in programming, education and gardening in the Children Eco Programs and the High Park Volunteer Stewardship Program.

In addition, each year Parks, Forestry and Recreation welcomes hundreds of school groups, corporate groups and community groups that volunteer to keep City parks beautiful by helping clean up litter and recycling.

Volunteers that fit the above description are City of Toronto volunteers. They are not charged permit fees or insurance for the work they do and the services they provide on behalf of the City. Similarly, not-for-profit groups acting as City volunteers, in City-supported volunteer activities, are not subject to permit and insurance fees.

From a permitting perspective, Parks, Forestry and Recreation does not define or distinguish *volunteer groups*, or groups with a not-for-profit mandate. The Division works with a wide variety of volunteer-run not-for-profit groups who are active in parks, including local parks groups, sports user groups, faith groups and other community organizations. These groups are all subject to the Division's permit and insurance requirements.

The Division recognizes that the popularity of local parks groups is growing. These resident groups participate in City volunteer activities, partner with the Division on park improvement projects, and animate or create social activity in parks. Parks, Forestry and Recreation recognizes the value of these community groups, but – as is the case with all not-for-profit groups active in parks – these groups are subject to permit fees and insurance requirements when organizing events in parks.

The Parks Plan 2013-2017, the Recreation Service Plan 2013-2017 and the Strategic Forest Management Plan 2012-2022 all recommend expanding and simplifying opportunities to volunteer, in order to encourage volunteerism and community stewardship. To this end, the Parks Plan 2013-2017 and the Recreation Service Plan 2013-2017 recommend the establishment of a centralized volunteer management system to effectively support volunteer supervision, retention and recognition. This system will integrate volunteer management and the tracking of volunteer opportunities, and provide the public with an accessible, easy to use, web-enabled platform where they can learn about, engage with, and contribute to initiatives across the City. This system is expected to be in place in 2014.

The Costs of Permits

Customer service surveying indicates that the primary reason for visiting parks is to enjoy nature, but that the popularity of participating in organized activities is growing. The more people using a space or the more events that take place, the more maintenance is required to keep parks and amenities in good working order. The permit fees that event organizers and permit holders pay go toward extra maintenance that may need to occur, above and beyond the duties that Parks staff normally undertake. A small portion goes to administration, to preserve fair access to public space.

Permit fees, set by City Council and reviewed annually, offset these additional costs. The City of Toronto's park permit fees are comparable to, and often lower than, other municipalities. Councillors, at their discretion, may take out a permit for an event they are willing to organize; in this case, the permit fee is waived.

One of the principal goals of the permitting system is to support a balance in park use between permitted activity and casual park use. By enabling the City to balance park uses, the permitting system allows the City to steward public park space and prevent any one group or user from dominating over any others. The permitting system allows Parks, Forestry and Recreation to balance the interests and concerns of the organized users – such as local parks groups, sport groups and residents associations – with those of casual park users. In maintaining this balance, the City cannot create an institutional preference

for certain types of groups or users over others. To maintain equitable access for all users, the City must apply the same rules to all park users.

Volunteers and volunteer events that benefit parkland and infrastructure and are organized in coordination with Parks management staff are not subject to permit fees and are covered by the City's insurance policy. These events and activities not only improve parks and promote community stewardship, but also help the Division to meet its goals. However, if the volunteer activities are part of a larger event, such as a community barbecue, festival, or party, event organizers may be subject to permit fees and insurance requirements that apply to the larger event.

The City of Toronto only allows Outdoor Special Event permits to be issued for not-for-profit groups, with one exception: Commercial Special Events are being tested as a pilot project in a small number of locations.

Current permit fees for outdoor events, picnics, social gatherings, outdoor ovens, barbecues, fire pits, and outdoor special events are specified in Appendix B.

In response to the consultation feedback and this review of permitting fees, Parks, Forestry and Recreation will review permit fees and bring a report back to ensure that permit fees and policy objectives accord with the Council-approved 2011 User Fee policy.

Insurance Requirements and Costs

According to the Negligence Act, RSO 1990, any party found negligent in a lawsuit – regardless of their individual share of the liability – can be made responsible for the entirety of the damages. If a community group or event organizer is unable to pay court ordered damages to a claimant, the municipality will have to pay all of the damages.

All Ontario municipalities require Commercial General Liability Insurance from sports and community organizations that permit sports fields and parks space. Generally, this type of insurance responds to claims involving third-party bodily injury and property damage. To protect the City and the permit holder, most permit holders are required to purchase \$2 million Commercial General Liability insurance, which will usually cost the permit holder from \$25 to \$50, depending on the event. This practice is on par with other municipalities across the province. The insurance not only protects the City from residual claims that other negligent parties are unable to pay, but it is also beneficial to the community organization. If the individual or group obtaining the permit is named in a lawsuit, the insurer will pay for the legal defense of the permit holder in order to protect them from the costly process of retaining their legal counsel.

Permit holders who are required to obtain insurance may provide the City a Certificate of Insurance from their own insurer that names the City of Toronto as an additional insured. For convenience of permit holders who do not have their own insurance, the City of Toronto has a User Group program in place to facilitate the purchase of Commercial General Liability insurance on the spot and at a low premium. Approximate charges for

the User Group program for some types of events are listed in Appendix C. These rates are subject to an annual review by the insurer and may change.

When Councillors take out a permit for an event they are willing to organize, the Councillor, as a participant organizer, is covered by the City's liability insurance policy.

The City of Toronto's Commercial General Liability insurance policy does not cover community groups or other third party event organizers. The policy protects the City and its volunteers from third party bodily injury or property damage losses that may result from the volunteer's performance of services and activities, while they are conducting duties on behalf of the City of Toronto, as assigned by a City staff person and under the direction or supervision of City staff. City of Toronto volunteers do not need to purchase their own liability insurance.

The Permitting Process

The complexity of the permitting process is proportional to the size and complexity of the permitted activity. Many of the parks permits commonly used by community groups only require a telephone call to Parks, Forestry and Recreation permit staff to request and reserve the space and pay any applicable fees. These include picnic, outdoor social gathering, fire pit and outdoor oven permits. Once a call to apply is made, these permits are issued within a business day.

The permit process for hosting an Outdoor Special Event in a park is more complex. A Special Event is any event, regardless of attendance, which features any of the following characteristics:

- selling or serving food and/or alcohol to the public;
- sound amplification;
- the construction or installation of tents or stages;
- a hot air balloon;
- amusement rides and games;
- accepting donations, fundraising, running a lottery, draw or raffle;
- fireworks; or,
- the use of a generator in the park.

To apply for an Outdoor Special Event permit, applicants must fill out the application form and send it to the Special Events Permit Office at least six weeks prior to the event date.

Depending on the nature of the event, authorization may be required from other City Divisions or provincial organizations. This could include Municipal Licensing and Standards, Toronto Hydro and the Alcohol and Gaming Commission of Ontario. Each of these organizations must be given time to conduct approvals prior to an event. For example, in cases where event organizers will be selling or serving food of any kind, Toronto Public Health requires a minimum of 30 days prior to the event in order to conduct their analysis and grant approval.

Once these additional permissions have been received by the Parks, Forestry and Recreation staff, the permit is issued very quickly. In most cases, the time it takes for an organizer to receive their event permit is determined by how quickly they deal with the other organizations and provide those details to Parks, Forestry and Recreation. Permit applicants are provided with the contact details and requirements of other Divisions to expedite the process.

Once an application is made, the permit holder's requested park space is reserved for the six week duration. For Outdoor Special Events permits, Parks, Forestry and Recreation staff contact the applicants from the previous year in January to confirm if they wish to host the same event in the upcoming season. Additionally, it is possible to apply for multiple permit dates on the same application form.

Event holders can apply for multiple event permits at one time, or on one Outdoor Special Event Application form. In response to this review of parks permitting, Parks, Forestry and Recreation is implementing a number of procedures to streamline the issuance of permits, including: developing a process to store data on annually re-occurring park event permits so annual event holders do not have to re-apply with the same information every year; and, reviewing and enhancing the park permitting process timelines and customer service practices.

Online Permitting

Parks, Forestry and Recreation is currently working to implement an online permitting system, as recommended in the Recreation Service Plan 2013-2017 and the Parks Plan 2013-2017. This online permitting system will allow users to book facilities and services across the Division, including permitting space in parks or in recreation centres.

It is estimated that this system will be online and operational in late 2015. Until this time, the Division will pilot an online application form for Outdoor Special Event Applications. Parks, Forestry and Recreation will also provide more and better information on how to apply for park permits.

Revenue Generated from Parks Permits

In 2013, the revenue generated from parks permits was approximately \$4 million. Approximately 27 per cent of this permit revenue is for facility types commonly used by community groups in parks, including parkland and fire pits.

Table 1: Revenue Generated from Parks Permits

Permit Category	2013 Parks Permit Revenue (\$ 000's)	Percentage of Total
Allotment	\$97.9	
Conservatory	\$38.6	
Fire Pit	\$8.6	
Garden	\$225.1	
Greenhouse	\$46.0	
Outdoor Bake Oven	\$0.1	
Parkland	\$575.4	
Picnic Shelter	\$82.1	
Playground	\$0.1	
Pond	\$0.5	
Showmobile	\$22.6	
Subtotal Park Facilities and Amenities	\$1,097.0	27%
Sports Fields	\$2,205.5	55%
Stadiums	\$491.2	12%
Sports Courts	\$174.9	4%
Other (trails, parking lot, amphitheatre, etc.)	\$31.4	1%
Total	\$4,000.0	100%

Given that most pumpkin parades were organized in partnership with local Councillors' offices in 2013, pumpkin parade permits were not a significant source of revenue for the Division. Additionally, movie nights are not a specific permit type so revenue data is not complete. However Parks, Forestry and Recreation estimates that there were more than 50 movie night bookings in 2013 with an approximate revenue of \$4,000.

Pumpkin Parades

Pumpkin parades are events where residents arrange their Halloween jack-o'-lanterns for public display, and provide an opportunity for social gathering. They are community-led initiatives that encourage resident and group involvement in parks.

In 2013, Parks, Forestry and Recreation issued 21 outdoor social gathering permits for pumpkin parades. At Council direction, a new procedure for pumpkin parades was implemented in which Parks, Forestry and Recreation waived the permit fee for local non-profit groups (including local park groups) that committed to cleaning the park following the pumpkin parade. This included placing all pumpkins in disposal bins provided by Solid Waste Management Services.

The permit provides the City with information so that bins for pumpkin waste collection can be planned. Parks, Forestry and Recreation staff inspects each location the day following the pumpkin parade to ensure all pumpkins are safely disposed in the bins prior to scheduled collection. The Division, in consultation with the Insurance and Risk Management Section of Corporate Finance, continued to require insurance from the organizers of pumpkin parades.

For this report, Parks, Forestry and Recreation re-engaged the Insurance and Risk Management section of Corporate Finance which re-affirmed the need for event organizers to insure the City against potential liabilities arising from slips, trips and burns associated with candle-lit pumpkins on the ground and decomposing or smashed pumpkins that are not properly disposed.

As noted earlier in this report, Councillors, at their discretion, may take out permits for events they are willing to organize and supervise, in which case, the permit fee and insurance requirement will be waived.

Next Steps

In response to this review, and the consultation feedback gathered, Parks, Forestry and Recreation will implement a number of procedures to streamline permit applications for park events, including:

- Developing a process to store data on annually re-occurring park event permits so annual event holders do not have to fill out forms with the same information every year;
- Creating online tools for the public on how to apply for park permits;
- Providing an online application form for Outdoor Special Event permits as a pilot project until the permitting system is available online;
- Reviewing and enhancing the park permitting process timelines and customer service practices; and
- Revisiting permit fees and policy objectives as required by the Council-approved 2011 User Fee policy.

The General Manager of Parks, Forestry and Recreation will continue to work to implement an online booking and permitting system, as recommended in the Recreation Service Plan 2013-2017 and the Parks Plan 2013-2017.

CONTACT

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SIGNATURE

Janie Romoff
Acting General Manager, Parks, Forestry and Recreation

ATTACHMENTS

Appendix A - Consultation Report
Appendix B - Permit Fee Schedule
Appendix C – Insurance Rates

APPENDIX A: CONSULTATION REPORT

Parks, Forestry and Recreation was directed to consult on a review of park permitting policies with ward councillors, members of park volunteer groups, parks staff and other stakeholders. A more detailed Consultation Report will be made available online.

The Division held:

- one public meeting, on 24 March 2014, attended by 35 people;
- one meeting with local parks groups, on 27 March 2014, attended by 7 people;
- one meeting with the stakeholder group Park People;
- meetings with 18 individual City Councillors or their staff;
- an online survey, active from 4 March to 11 April 2014, with 331 respondents.

At the **public meeting**, many participants:

- suggested putting the permitting system online
- suggested the need for better web based communication and education resources to make the process easier for first time applicants
- suggested the Division keep data on repeat applicants, so they do not need to fill out the same paperwork every year
- expressed the need for better and more responsive customer service
- expressed frustration around the timelines required for permit applications
- Some participants felt that permit fees are too high for non-profit groups.

At the **meeting with local parks groups**, participants:

- felt that park friends groups should be recognized as unique and granted reduced or waived permit fees and insurance requirements
- felt that customer service and timeliness in the permit application process could be improved
- felt that the permitting process should be available online
- felt that the permit system itself is necessary to maintain a balance of park uses, but that the permit fees process discourage community involvement

In the **meeting with stakeholder group Park People**, the group requested special permitting rules and procedures for park friends groups hosting community events.

In **meetings with Councillors**, Parks, Forestry and Recreation staff heard different views on the definition of volunteerism, and whether to define it as park stewardship or park animation. Councillors also

- felt that staff need to ensure a streamlined permit application process
- expressed concerns over territoriality and over-permitting
- felt that permit fees are too high, particularly for community groups, while others felt that the fees are fine and necessary for cost recovery.

In the **online survey**, respondents were asked to choose whether they wished to respond as individuals, as members of local parks groups, or as organizations. Of the 331 who responded, there were 234 individuals, 20 local parks groups, and 77 organizations. The

top three priorities for all three groups were the same: making permits available online, reducing the cost of permits, and shortening the time it takes to get a park permit.

How many years have you been using park permits in Toronto?																																																														
Individuals (234 responses)	Local parks groups (19)	Organizations (77)																																																												
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None of the above	83																																																													
Other	13																																																													
Fire pit	3																																																													
Pumpkin parade	4																																																													
Gardening, mulching or tree planting	1																																																													
Bake oven or tandoori oven	0																																																													
Movie night	2																																																													
Barbeque	1																																																													
Picnic or social gathering	4																																																													
Special event	3																																																													
None of the above	6																																																													
Other	6																																																													
Fire pit	11																																																													
Pumpkin parade	1																																																													
Gardening, mulching or tree planting	1																																																													
Bake oven or tandoori oven	0																																																													
Movie night	3																																																													
Barbeque	8																																																													
Picnic or social gathering	24																																																													
Special event	42																																																													
None of the above	2																																																													
Other	21																																																													
Overall, the current permit system meets my needs.																																																														
Individuals (207 responses)	Local parks groups (17)	Organizations (75)																																																												
<table border="1"> <tr><td>Strongly agree</td><td>6%</td></tr> <tr><td>Agree</td><td>17%</td></tr> <tr><td>Neutral</td><td>43%</td></tr> <tr><td>Disagree</td><td>20%</td></tr> <tr><td>Strongly disagree</td><td>14%</td></tr> </table>	Strongly agree	6%	Agree	17%	Neutral	43%	Disagree	20%	Strongly disagree	14%	<table border="1"> <tr><td>Strongly agree</td><td>12%</td></tr> <tr><td>Agree</td><td>6%</td></tr> <tr><td>Neutral</td><td>18%</td></tr> <tr><td>Disagree</td><td>24%</td></tr> <tr><td>Strongly disagree</td><td>41%</td></tr> </table>	Strongly agree	12%	Agree	6%	Neutral	18%	Disagree	24%	Strongly disagree	41%	<table border="1"> <tr><td>Strongly agree</td><td>11%</td></tr> <tr><td>Agree</td><td>32%</td></tr> <tr><td>Neutral</td><td>17%</td></tr> <tr><td>Disagree</td><td>20%</td></tr> <tr><td>Strongly disagree</td><td>20%</td></tr> </table>	Strongly agree	11%	Agree	32%	Neutral	17%	Disagree	20%	Strongly disagree	20%																														
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APPENDIX B – PERMIT FEE SCHEDULE

Permit fees are set according to number of people, group type, function and/or facility classifications. Fees may be subject to change based on Council approval. Fees are current as of 2014 and do not include HST.

Outdoor event, picnic, and social gathering permits

Outdoor event permit rates are based on the planned attendance of your event. Set-up and clean-up fees may be applied and a damage deposit may be required for larger events.

Number of People	Rate
Up to 200	\$79.58
201 to 300	\$130.88
301 to 400	\$162.13
401 to 500	\$232.62
501 to 600	\$293.01
601 to 2,000	\$416.45

Outdoor Oven Permits

Group	Rate
Commercial / Private / Non-resident	\$24.27
Not-for-profit / Resident	\$12.15

Barbecues/fire pit permits

Number of people	Rate
Designated Fire Pit Permit: 0 - 25 people	\$24.27
Designated Fire Pit Permit: 26 people and up	\$79.58
Undesignated Fire Pit Permit	\$79.58

Outdoor Special Events permits

An event is deemed a Special Event irrespective of anticipated attendance, if any of the following is true: the event will be selling or serving food to the public; the event will be using sound amplification (speakers, mega phone); the event will require the construction or installation of tents or stages; the event will be serving or selling alcohol; the event will use a hot air balloon; the event will have amusement rides and games (bouncing castle); the event is accepting donations, fundraising, running a lottery, draw or raffle; the event features fireworks; or, the event will feature the use of generator(s) in the park.

Number of People	Rate
Up to 200	\$79.58
201 to 300	\$130.88
301 to 400	\$162.13
401 to 500	\$232.62
501 to 800	\$293.01
801 to 10,000+	\$416.45

APPENDIX C – INSURANCE RATES

The City facilitates the purchase of third party Commercial General Liability insurance for permit holders through the City's insurance broker, Marsh Canada. The insurance policy is issued on an annual basis. The rates are established by the insurer, Lloyds of London, in association with the special event marketing agent, All Sport Insurance Marketing Limited.

Insurance rates for a \$2 million limit of liability coverage for selected events, as of January 1, 2014, are shown below (all rates are subject to an 8 per cent tax):

Type of Event	# of Participants	Daily Rate		
One time recreational skating	N/A	\$5		
Weddings, Banquets, Dances (with alcohol)	1-50	\$90		
	51-100	\$120		
	101-250	\$180		
	251-350	\$240		
	351-500	\$300		
	Over 500	Refer to Marsh		
Barbecues, Picnics, Block Parties (no alcohol)	1-25	\$25		
	26-100	\$50		
	101-250	\$90		
	251-350	\$125		
	351-500	\$150		
	Over 500	Refer to Marsh		
Events, including Festivals & Parades	2-3 day events are twice daily rate 4-5 day events are triple daily rate	No Alcohol	With Alcohol	
		1-25	\$25	\$100
		26-100	\$50	\$175
		101-250	\$100	\$225
		251-500	\$150	\$275
		501-1000	\$250	Refer to Marsh
		Over 1000	Refer to Marsh	Refer to Marsh
Fire Pit & Bake Oven Surcharge	1-25	\$25	N/A	
	26-100	\$50		
	101-250	\$100		
	Over 250	Refer to Marsh		
Pumpkin Parades	1-100	\$25	N/A	
	Up to 1,000 pumpkins 101-500	\$50		