

## Gulf County Parks Eligible for Reservation

Gulf County Parks are a great place to play and celebrate! All county parks and pavilions are first come first serve, however if you would like to ensure your spot here is a list of County Parks that you can reserve.

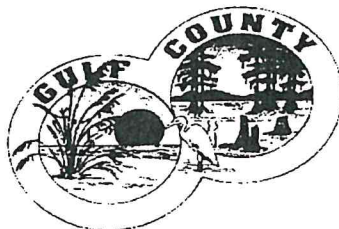
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# Gulf County Parks and Facility Reservation Fee Schedule 2017

## **Reservation Fees**

	<b><u>Cost per day for Less than 25 persons</u></b>	<b><u>Cost per day for equal or greater than 25 persons</u></b>
<b>Passive County Parks</b>	<b>\$100</b>	<b>\$250</b>
<b>Community Centers</b>	<b>\$200</b>	<b>\$400</b>

- **All reservations will have a \$200 Deposit Fee Plus reservation Fee.**
- Checks and Money order acceptable. NO CASH, DEBIT OR CREDIT.
- Payable to: Gulf County Board of County Commission or GCBOCC
- All checks will be cashed and deposited at time of application remittal.
- Deposit Fee will be returned respectfully within 30 days after your event via the Gulf County Clerks Office.

**GULF COUNTY FACILITY USAGE APPLICATION**

Today's Date: \_\_\_\_\_

Name: \_\_\_\_\_ Organization (if any): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone (Day) (\_\_\_\_) \_\_\_\_\_ Street \_\_\_\_\_ City/ State \_\_\_\_\_ Zip \_\_\_\_\_  
Cell (\_\_\_\_) \_\_\_\_\_ Telephone (Eve): (\_\_\_\_) \_\_\_\_\_

E-Mail Address \_\_\_\_\_

Gulf County Park Requested: \_\_\_\_\_

\*SITE PLAN FOR PROPOSED PARK AREA TO BE RESERVED IS REQUIRED  
TO BE SUBMITTED WITH EVERY FACILITY USE APPLICATION\*

*Beginning and ending times must include all anticipated setup and cleanup time required. For extended periods of use or very involved facility usage, attach a written request with as much detail as possible with this application. If over 100 people, this FUA must be reviewed and signed off by the Gulf County Administration.*

RESERVATION DATE: \_\_\_\_\_ To \_\_\_\_\_ DAY / DAYS of WEEK: \_\_\_\_\_

BEGINNING TIME: \_\_\_\_\_ ENDING TIME: \_\_\_\_\_ # of Participants: # of Spectators: \_\_\_\_\_

Describe your function by checking all that applies: (List Activity) \_\_\_\_\_

Is this a fund-raising event? ☐ yes ☐ no Are you a registered not for profit entity? ☐ yes ☐ no

Registered Name of not for profit entity? \_\_\_\_\_

Are any other fees associated with this event? ☐ yes ☐ no ☐**PROVISIONS NEED FOR THIS FUNCTION**We do not supply the following and additional fees may apply ☐ Electricity: ☐ 110 ☐ 220☐ Private Event – Limited to your private group Location or Park: \_\_\_\_\_☐ Kitchen ☐ Yes ☐ No ☐ Baseball Field # ☐ Softball Field # ☐ Soccer Field # ☐☐ Community Center ☐ Outdoor Pavilion

Initial Field Markings or Special Event Area not described above \_\_\_\_\_

Details \_\_\_\_\_

☐ Advertised Event-general public ☐ Tent \*Staff approval needed & stakes 12inches or greater Tent(s) may require building permit based on size☐ Large Pull Behind Cooker ☐ Small Backyard Grill ☐ Private Food Vendor ☐ Concession Cart☐ Security by off duty Law Officer ☐ Other: \_\_\_\_\_ ☐ Bus(es) and # of : \_\_\_\_\_

\* Number of deputies to be determined by size of event (See Special Event Package)

Other Special Instructions/Requirements/Information \_\_\_\_\_

**GULF COUNTY PARK POLICIES & REQUIREMENTS:**

- Fee Schedule Attached (2017)
- No alcohol shall be permitted without prior approval of the reviewing County official for any FUA event. Alcohol consumption only in designated areas upon written authorization from County officials.

- All for profit FUA permits shall be required to provide approved event insurance as directed by County official
- Site plan for proposed park area to be reserved attached to application
- Deposit (\$200) for event to be received and held by Tourist Development Council along with park fee and full application
- All plants, animals and park property are protected. The collection, destruction or disturbance of plants, animals or park property is prohibited.
- Pets are permitted in designated areas only. Where allowed, pets must be kept on a hand-held leash, no longer than six feet and well behaved at all times. Service animals are welcome in all areas of the parks.
- Fishing, boating, swimming and fires are allowed in designated areas only.
- Fireworks are prohibited in all Gulf County parks.
- Hunting is prohibited in Gulf County parks.
- Sales tax and cleaning fees are included in the attached fee schedule rates

*I fully understand that this application does not confirm any request until it has been signed, dated, reviewed and approved by an authorized Gulf County employee, at which time a permit will be given to me or my representative, or mailed to the address designated above. If applicable, I understand that I will be informed prior to my event of any requirement for additional fees to be charged and collected for county, TDC, park or administrative staff. I further affirm that I have completed this application with as much accuracy and detail as possible. Security/Key/Cleaning Deposits are paid at the time keys are issued. Applicant agrees to hold Gulf County, its agents and employees harmless for any and all acts and/or omissions, and accepts sole responsibility for usage of the facilities. I acknowledge that I have received a copy and have read, understand and agree to the Gulf County Parks Ordinance and all items, policies, requirements and terms as outlined in the Facility Usage Agreement, including how to proceed in the event of any problems or emergencies that need immediate attention during my event.*

Full acknowledgment and acceptance of these policies and requirements:

SIGNATURE OF APPLICANT: \_\_\_\_\_ DATE: \_\_\_\_\_

Print Name: \_\_\_\_\_

**PAYABLE TO: Gulf County Board of County Commission or GCBOCC \*\*  
Check, Money Orders, VISA or Master Card ONLY \*\***





## Honeyville Community Center Rental Procedures

Honeyville Community Center  
240 Honeyville Park Drive  
Wewahithcka, Florida 32465  
(850) 639-2135

- The cost for renting the community center is **\$200.00 per day for less than 25 people and \$400.00 per day for 25 people or more**, payable immediately to reserve day(s) requested.
- There is an *additional* required payment of a *refundable* \$200.00 security deposit, payable immediately to reserve day(s) requested. This amount is refunded to the renter once key is dropped off and the building inspected by office personnel. Keys can be ***dropped off*** either at the Gulf County Extension office, the Gulf County Welcome Center or drop off in Key Box at the Community Center. The center must be left in good condition and cleaned according to the cleaning guidelines provided to the renter when picking up the keys. Please allow 10-30 business days to receive a refund check via the Gulf County Clerks Office (850)-229-6112.
- The community center is available for rental 7 days per week/24 hours per day, with the exception that in the event of an emergency that requires evacuation, the center will be opened as an evacuation shelter. If the center is reserved during this time, any payments made will be refunded.
- The center can be reserved by calling Crystal Follin at **(850) 229-7800** Ext: 1770. Office hours are 8:00AM-5:00PM ET, Monday-Friday. Or Via email, [crystal@visitgulf.com](mailto:crystal@visitgulf.com)
- Rental payments are due as soon as possible to reserve your requested day(s). Checks and money orders only. NO CASH, CREDIT OR DEBIT.
- Keys may be picked up at the Gulf County Welcome Center located at: 150 Captain Fred's Place Port St. Joe 32456 OR the Gulf County Extension Office located at: 232 E. Lake Ave, Wewahitchka, FL 32465. **MUST HAVE COMPLETED TRANSACTION APPROVAL RECIEPT FOR KEY PICK UP AND TO KEEP ON YOU DURING YOUR EVENT.**
- If you require the use of the any gas appliances (stove, grill, fryers, etc), please be sure to state so on your application. The pilot light will need to be lit before your event.
- If you have an **emergency** while you have the building rented, call the Gulf County Sheriff's Office **(850) 227-1115**.

**COUNTY OF GULF  
STATE OF FLORIDA**

**ORDINANCE NO. 2017- 04**

**AN ORDINANCE OF GULF COUNTY, FLORIDA; ESTABLISHING GULF COUNTY PARKS POLICY AND APPLICATION ORDINANCE AND SHALL BE COMMONLY REFERRED TO AS THE "GULF COUNTY PARKS POLICY" ORDINANCE WHEREIN GULF COUNTY ADOPTS, INSTITUTES AND IMPLEMENTS THE GULF COUNTY PARKS POLICIES, GUIDELINES, APPLICATION FOR RESERVATION AND USE OF COUNTY PARKS AND OR COUNTY FACILITY USAGES PROVIDING FOR PENALTIES; PROVIDING FOR REPEALER, PROVIDING FOR ADMINISTRATIVE OVERSIGHT; SEVERABILITY AND MODIFICATIONS THAT MAY ARISE FROM CONSIDERATION AT PUBLIC HEARINGS; PROVIDING FOR CODIFICATION AND AN EFFECTIVE DATE.**

**WHEREAS**, the Board of County Commissioners of Gulf County Florida (hereinafter Commission) find and determine that Gulf County in its continued efforts to maintain, preserve and enhance the Gulf County park system has adopted through action of the Commissioners, the following Gulf County Parks Policy and Application; and

**WHEREAS**, the Commission after several years of careful review and consideration of the current park improvements and availability have deemed it timely and appropriate for Gulf County to adopt the Parks Policy and Application to preserve and promote the continued quality of life for all citizens and visitors to County; and

**WHEREAS**, the Commission has received the recommendations of the County staff and through public hearings on the issue to review the proper implementation and procedures to establish a policy and application process to reserve a section of a passive county park or a community center to preserve and balance the interests of all citizens and visitors to Gulf County; and

**WHEREAS**, the Commission and staff have received comment and public input from residents and owners through public hearing; and

**WHEREAS**, on October 5, 2017 a Public Notice was advertised in The News Herald offering the public an opportunity to participate at a public hearing before the Board of County Commissioners (BOCC) on October 17, 2017 at 10:00 am for the adoption of this proposed ordinance; and

**WHEREAS**, the Commission hereinafter shall commonly refer to this Ordinance as the "Gulf County Parks Policy" and its adoption shall be considered further for incorporation and consistency with the Gulf County Land Development Regulations; and

**NOW THEREFORE, BE IT ORDAINED** by the Board of County Commissioners of Gulf County, in the State of Florida as follows:

**Section 1 – Short Title.**

This Ordinance shall hereafter be known and referred to as the “Gulf County Parks Policy”.

**Section 2 – Authority.**

This ordinance is adopted by the Gulf County Commission in accordance with and under the authoritative powers permitted by home rule, the County’s police powers to protect the public health, safety and welfare, and under the powers pursuant to the authority granted under Florida Statute 125 for the implementation and enforcement of standards, rules and regulations set forth herein.

**Section 3 – Purpose.**

The purpose of this Ordinance is to preserve, protect, enhance and promote the Gulf County Park System for its citizens and visitors alike.

**Section 4 – Policy and Application**

It is the intent of the Board of County Commissioners that the attached Gulf County Park Policy and Application be adopted through this ordinance and be subject to annual review and revisions upon recommendations by the Gulf County Administration and Gulf County Parks Director. The attached policies, application form and fee schedule shall be subject to an annual administrative review and revisions and thereafter ratified following a duly notice public hearing by the Gulf County Commission on or before the anniversary of this ordinance adoption.

**Section 5 - Codification**

It is the intention of the Board of County Commissioners that the provisions of this Ordinance will become and be made a part of the Gulf County Land Development Regulations; and that sections of this Ordinance may be renumbered or re-lettered and that the word “Ordinance” may be changed to “section”, “article”, or such other appropriate word or phrase in order to accomplish such intention; and regardless of whether such inclusion in the LDR is accomplished, sections of this Ordinance may be renumbered or re-lettered and typographical errors which do not affect the intent may be authorized by the County Administrator, or the County Administrator’s designee, without need of public hearing, by filing a corrected or re-codified copy of same with the County Clerk of Circuit Court.

**Section 6. Penalties.**

Any person or entity who violates any provision of this ordinance, or who fails to comply therewith, shall be subject to the penalties as prescribed in Gulf County and/or as provided by law.

**Section 7. Severability.**



It is declared to be the intent of the Board of County Commissioners of Gulf County, Florida, that if any section, subsection, sentence, clause, or provision of this Ordinance is held invalid, the remainder of the Ordinance shall be construed as not having contained said section, subsection, sentence, clause, or provision, and shall not be affected by such holding.

**Section 8. Codification.**

It is the intent of the Board of County Commissioners that the provisions of this Ordinance may be modified as a result of considerations that may arise during the noticed public hearing. Such modifications shall be incorporated into the final version of the Ordinance and adopted by the Board and filed by the Clerk to the Board.

**Section 9. Repealer**

Any and all ordinances in conflict herewith are hereby repealed to the extent of any conflict.

**Section 10. Effective Date.**

This Ordinance shall become effective immediately upon its adoption.

**Adopted as amended on this the 17<sup>th</sup> day of October, 2017.**

BOARD OF COUNTY COMMISSIONERS  
OF GULF COUNTY, FLORIDA

By: 

Ward McDaniel, Chairman

ATTEST:

REBECCA L. NORRIS, CLERK

By: 

Clerk / Deputy Clerk

APPROVED AS TO FORM:

By: 

Jeremy T.M. Novak, Gulf County Attorney

