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ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE RELATING TO GENERAL SCHEDULE OF FEES, AMENDING CHAPTER 60 OF THE OKLAHOMA CITY MUNICIPAL CODE, 2020, TITLE 38 – PARKS, RECREATION, CULTURAL AFFAIRS, ETC., BY REPEALING ARTICLE IV – GENERAL PARK REGULATIONS, IN ITS ENTIRETY; AND ENACTING A NEW ARTICLE IV - GENERAL PARK REGULATIONS, RELATING TO FEES FOR PARK EVENT PERMITS AND RESERVATIONS; AND REPEALING ARTICLE VIII – CITY-OWNED PARKS LEASED, DEVELOPED, OR OPERATED BY A PUBLIC TRUST, IN ITS ENTIRETY; AND AMENDING ARTICLE X – NORTH CANADIAN RIVER CORRIDOR RECREATION AREA, DIVISION 2 – REGULATIONS IN GENERAL, BY AMENDING SECTION 60-38-61 – PERMIT FEES; AND PROVIDING FOR AN EFFECTIVE DATE.

**ORDINANCE**

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF OKLAHOMA CITY:**

**SECTION 1.** That Chapter 60, Title 38, Article IV of the Oklahoma City Municipal Code, 2020, is hereby repealed.

**SECTION 2.** That a new Chapter 60, Title 38, Article IV of the Oklahoma City Municipal Code, 2020, is hereby enacted to read as follows:

**CHAPTER 60**

**GENERAL SCHEDULE OF FEES**

\* \* \*

**TITLE 38. - PARKS, RECREATION, CULTURAL AFFAIRS, ETC.**

\* \* \*

**ARTICLE IV. - GENERAL PARK REGULATIONS**

**§ 60-38-11. - Fees for event permits and reservations.**

All applicable taxes are included per permit

- (a) parks special events\* and revocable events\*\* permits\*\*\*: (in addition to any other permit fees)\*\*\*\*;

Special event permit fee, per day (consecutive days), per park:

Tier 1 Parks (Bricktown Canal, Intermodal Hub, and Land Run Plaza)...\$500.00

Tier 2 Parks (Stars & Stripes, Bluff Creek, Will Rogers, Wiley Post, Wheeler Park, South Lakes, Earlywine, Route 66, Manuel Perez Park, Edwards Park, Woodson Park, Washington Park, Bicentennial Park, Kerr Park) ...\$300.00

Tier 3 Parks (Mesta Park, Military Park, Crown Heights Park, Edgemere Park, Memorial Park) .... \$200.00

Tier 4 Parks (All others not listed above) .... \$100.00

Revocable event permit fee, per day (consecutive days), per park:

Tier 1 Parks (Bricktown Canal, Intermodal Hub, and Land Run Plaza)...\$750.00

Tier 2 Parks (Stars & Stripes, Bluff Creek, Will Rogers, Wiley Post, Wheeler Park, South Lakes, Earlywine, Route 66, Manuel Perez Park, Edwards Park, Woodson Park, Washington Park)

Up to 1000 attendees .... \$700.00  
1001 – 2000 attendees .... \$1,500.00  
2001 – 5000 attendees .... \$ 3,500.00  
Over 5000 attendees .... \$1 per person per day

Tier 3 Parks (Mesta Park, Military Park, Crown Heights Park, Edgemere Park, Memorial Park) ....\$1,000.00

Tier 4 Park (Bicentennial Park, Kerr Park) .... \$685.00 (up to 500 attendees)

501 – 3000 attendees .... \$3,000.00  
Over 3000 attendees .... \$6,000.00

Tier 5 Parks (All others not listed) ....\$500.00

(b) Vendor point of sale permit

1 vendor.....0.00  
2-10 vendors.....150.00  
11-24 vendors.....200.00  
25-50 vendors.....250.00  
More than 50 vendors.....300.00

(c) Professional photography/videography permit (including drone usage) at Martin Park Nature Center and Will Rogers Gardens\*\*\*\*\*

Single use .....\$50.00 per professional photo permit (family, engagement, etc.); reservation and/or private event rental required, additional site fees may apply.

Annual use .....\$300.00 annually for professional photo permits (family, engagement, etc.), unlimited use; reservation and/or private event rental required, additional site fees may apply.

(d) Commercial photography/videography permit\*\*\*\*\*  
(magazine/film/video/commercial shoot); reservation and/or private event rental required, additional site fees may apply... \$300.00 per day

(e) Additional permit fees\*\*\*\*\*

staff fee, per hour, per employee for special and/or revocable events as applicable ... \$32.00

special mowing requests, per acre ..... \$85.00

\*An event at a park or trail becomes a special event when one or more of the following factors are present: amplified sound, 150 to 499 people, athletic events not covered by a separate agreement, vendor points of sale, and/or other factors which affect the health, safety, and welfare of park patrons or park property. If a rentable facility has a maximum capacity greater than 150 people a special event permit may not be required based on attendance alone.

\*\* An event at a park or trail becomes a revocable event when one or more of the following factors are present: 500 or more people, public events that offer or serve alcohol, fireworks, requires traffic control, security, want exclusive use of the area for the event, and/or other factors which affect the health, safety, and welfare of park patrons or park property. If a rentable facility has a maximum capacity greater than 500 people a revocable permit may not be required based on attendance alone.

\$150.00 is required at time of booking for all Special and Revocable Events. All remaining Special Event permit and rental fees are due no later than fourteen business

days before the event date. All remaining Revocable Event Permit and rental fees are due no later than the date of City Council approving the event.

All Special Event and Revocable Event fees, permits, insurance, maps, vendor lists, and other supporting documents must be submitted within 30 days of booking and/or no later than 14 days in advance of event. If all fees and documents are not received in the Parks Administration office by this time, the booking date will be lost. If a cancellation notice is received more than 30 calendar days in advance, an alternate date within one year may be chosen at no additional charge, or a refund may be given minus the \$50.00 cancellation fee. If a cancellation notice is received less than 30 days in advance of the event, an alternate date within one year may be chosen at no additional charge, but no refund will be given. You will have fourteen calendar days to select your new reservation date. If no notice of cancellation is given no refund will be given.

\*\*\* No leagues, tournaments or concessions can be held on park property at fields, stadiums, courts, or parks without an agreement between the group and the Parks and Recreation Department. If leagues, unpermitted teams, or concession are found at fields, stadiums, courts, or parks without an agreement, they are each subject to any applicable costs, fees, and/or the prevailing agreement rate.

\*\*\*\* Permit and reservation fees are not applied to Oklahoma City municipal government business; for events covered by established partnership agreements, including, but not limited to, the Oklahoma City Memorial Marathon and Festival of the Arts, the City may accept in-kind consideration pursuant to OKC Parks departmental policy.

\*\*\*\*\*Prior to professional or commercial photographers/videographers being permitted to use the Park(s), they are required to sign a written acknowledgement of the Parks and Recreation Department rules and regulations. Permitting requirements shall apply to non-commercial student films or media filming, but such student films or media filming shall not be required to pay the permit fee.

Drone usage in Parks requires the Parks Director's approval and proof of commercial FAA licensure.

\*\*\*\*\*Additional permit fees will be charged when special events and/or revocable events activities require a staff person's presence, for items such as, but not limited to, protecting a public asset, factors that affect public health, safety, and welfare, or any additional park maintenance.

The permittee shall be responsible for any misrepresentation and/or damage to public property, real or personal, caused by the permittee or others, in connection with or arising out of the conduct of the permitted activity, including the cleaning or damage cost exceeding the deposit amount. Compensation for any such damage shall be made within 14 calendar days of written demand from the Director of the Parks & Recreation Department.

\* \* \*

**SECTION 3.** That Chapter 60, Title 38, Article VIII, of the Oklahoma City Municipal Code, 2020, is hereby repealed.

\* \* \*

**SECTION 4.** That Chapter 60, Title 38, Article X, Division 2, Section 60-38-61 of the Oklahoma City Municipal Code, 2020, is hereby amended to read as follows:

\* \* \*

**ARTICLE X. – North Canadian River Corridor Recreation Area**

**Division 2 – Regulations in General**

**§ 60-38-61. - Permit fees.**

- (a) *Special event permit fees.* Special event permit fees, and associated processing fees and cleaning/damage deposits, for the non-exclusive use of property within the North Canadian River Corridor Recreation Area (NCR CRA) are set forth in the following table. The referenced Oklahoma River zones and other NCR CRA locations are depicted in maps on file in the city clerk's office. Regatta Park Zone bookings and associated fees are administered by the Oklahoma City Boathouse Foundation pursuant to lease agreements with The City of Oklahoma City and the Oklahoma City Riverfront Redevelopment Authority (OCRRA).

Location	Special Event Permit Fee (Per Day)	Non-refundable Processing Fee	Refundable Cleaning/Damage Deposit (Up to 150 Participants)	Refundable Cleaning/Damage Deposit (More than 150 Participants)
Oklahoma River Zone 1	\$250.00	\$50.00	\$500.00	\$1,000.00
Oklahoma River Zone 2	\$250.00	\$50.00	\$500.00	\$1,000.00
Oklahoma River Zone 3	\$500.00	\$50.00	\$500.00	\$1,000.00
Oklahoma River Zone 4	\$250.00	\$50.00	\$500.00	\$1,000.00
Oklahoma River Zone 5	\$250.00	\$50.00	\$500.00	\$1,000.00
Regatta Park Plaza Zone	\$500.00*	\$50.00	\$500.00	\$1,000.00
Regatta Park Zone	Administered by the Oklahoma City Boathouse Foundation			
All Other Property	In accordance with the fee schedule set forth in § 60-38-117			

\* The pavilion restroom may be rented for an additional \$200.00 per day.

- (b) *Revocable permit fees.* Revocable permit fees, and associated processing fees and cleaning/damage deposits, for the exclusive use of property within the NCRCRA are set forth in the following table. The referenced Oklahoma River zones and other NCRCRA locations are depicted in maps on file in the City Clerk's Office. Regatta Park Zone bookings and associated fees are administered by the Oklahoma City Boathouse Foundation pursuant to lease agreements with The City of Oklahoma City and the OCRRA.

Location	Revocable Permit Fee (Per Day)	Non-refundable Processing Fee	Refundable Cleaning/Damage Deposit (Up to 150 Participants)	Refundable Cleaning/Damage Deposit (More than 150 Participants)
<b>Oklahoma River Zone 1</b>	\$500.00	\$50.00	\$500.00	\$1,000.00
<b>Oklahoma River Zone 2</b>	\$500.00	\$50.00	\$500.00	\$1,000.00
<b>Oklahoma River Zone 3</b>	\$750.00	\$50.00	\$500.00	\$1,000.00
<b>Oklahoma River Zone 4</b>	\$500.00	\$50.00	\$500.00	\$1,000.00
<b>Oklahoma River Zone 5</b>	\$500.00	\$50.00	\$500.00	\$1,000.00
<b>Regatta Park Plaza Zone</b>	\$750.00*	\$50.00	\$500.00	\$1,000.00
<b>Regatta Park Zone</b>	Administered by the Oklahoma City Boathouse Foundation			
<b>All Other Property</b>	In accordance with the fee schedule set forth in § 60-38-117			

\* The pavilion restroom may be rented for an additional \$200.00 per day.

- (c) *Oklahoma River basin permit fees.* Revocable permit fees, and associated processing fees and cleaning/damage deposits, for the use of one or more Oklahoma River basins shall be as follows:

Oklahoma River Basin Permit Type	Revocable Permit Fee	Non-refundable Processing Fee	Refundable Cleaning/Damage Deposit (Up to 150 Participants)	Refundable Cleaning/Damage Deposit (More than 150 Participants)
Any Single Basin (Per Day, Non-exclusive Use)	\$800.00	\$50.00	\$500.00	\$1,000.00
Any Single Basin (Per Day, Exclusive use)	\$1,600.00	\$50.00	\$500.00	\$1,000.00
All Three Basins (Per Day, Non-exclusive Use)	\$2,400.00	\$50.00	\$500.00	\$1,000.00
All Three Basins (Per Day, Exclusive Use)	\$4,800.00	\$50.00	\$500.00	\$1,000.00

- (d) *River trail permit fees.* Permit fees, and associated processing fees and cleaning/damage deposits, for the use of a river trail (but not the adjacent river zone(s)) shall be as follows:

Special Event Trail Permit Fee (Per Day)	Revocable Trail Permit Fee (Per Day)	Non-refundable Processing Fee	Refundable Cleaning/Damage Deposit (Up to 150 Participants)	Refundable Cleaning/Damage Deposit (More than 150 Participants)
\$750.00	\$1,250.00	\$50.00	\$500.00	\$1,000.00

- (e) *Firework permit fees.* An event featuring a fireworks display shall require a firework revocable permit for the area involved. River zone, river basin, and/or river trail permit fees may also apply. Firework permit fees, and associated processing fees and cleaning/damage deposits, shall be as follows:

Annual Firework Permit Fee	Per-Event Firework Permit Fee	Non-refundable Processing Fee (Per Firework Event)	Refundable Cleaning/Damage Deposit (Per Firework Event)
\$7,500.00	\$1,500.00	\$50.00	\$1,000.00

- (f) *Days.* For all permit fees set forth in this Section, a day shall mean the period from 12:00 a.m. to 11:59 p.m. Central Time.

- (g) *Cleaning/damage deposit.* A cleaning/damage deposit is required for all event permits set forth in this Section. The cleaning/damage deposit will be refunded provided the facility/area is left clean and in such condition as to allow activities/programs to continue as scheduled. The permittee shall be responsible for any damage to public property, real or personal, caused by the permittee or others, in connection with or arising out of the conduct of the permitted activity, including the cleaning or damage cost exceeding the deposit amount. Compensation for any such damage shall be made within fourteen (14) calendar days of written demand from the OCRRA General Manager or his or her designee. Cleaning/damage deposit refunds will be processed in accordance with City policy. It may take up to eight (8) weeks for the permittee to receive applicable refunds.

- (h) *Cancellations (non-weather related).* Refunds for cancellations, minus the \$50.00 non-refundable processing fee, will be issued if a cancellation notice is received at least fourteen (14) calendar days prior to the scheduled event. If the notice is received less than fourteen (14) calendar days prior to the scheduled event, an alternate date within one (1) year may be chosen at no additional charge, but no refund will be issued. If no notice of cancellation is received, no refund will be issued.

- (i) *Weather.* Weather is unpredictable. The OCRRA General Manager or his or her designee reserves the right to determine the severity of inclement weather and the opportunity to reschedule. In case of severe inclement weather on the date of the event, the permittee may call the emergency number on the permit at least one (1) hour before the event and must call the Parks and Recreation Department's administrative office by the next business day to reschedule. An alternate date within one (1) year must be chosen within fourteen (14) calendar days. Refunds are not issued for inclement weather.
- (j) *Payments due.* \$150.00 is required at time of booking for all events. All remaining special event permit and rental fees are due no later than fourteen (14) business days before the event date. All remaining revocable event permit and rental fees are due no later than the date of City Council approval for the event.
- (k) *Staff fee.* A staff fee of \$32 per hour, per employee will be charged when event activities require a staff person's presence for items such as, but not limited to, protecting public property securing a facility after the posted hours of operation, public health, safety, and welfare, and/or the Director of the Parks & Recreation Department deems that personnel need to be present at the event.~~or excessive staff time (more than five (5) hours for a special event, or more than twelve (12) hours for a revocable event).~~

**SECTION 5. EFFECTIVE DATE.** This ordinance shall take effect in 30 days, on the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

**INTRODUCED AND READ** in open meeting of the Council of The City of Oklahoma City, Oklahoma this 19TH day of NOVEMBER, 2024.

**PASSED** by the Council and **SIGNED** by the Mayor of The City of Oklahoma City, Oklahoma, on the . day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
MAYOR

**REVIEWED** for form and legality.

  
\_\_\_\_\_  
ASSISTANT MUNICIPAL COUNSELOR