

# Lights at Borden Park

City of Rochester Hills  
Parks & Natural Resources Dept.  
1-5-21



innovative *by* nature

The following procedure explains how we handle lights on your reserved field. Lights are only available at Borden Park.

## 1. Cost:

- [Fees](#) are in addition to the field rental rate.
- Residents and non-residents pay the same fee.
- Ball diamonds: fees are \$15.-- per hour (prorated) per ball diamond.
- Soccer Field #1: fees are \$25.-- per hour (prorated).

## 2. Time ON:

- Our staff will turn on your lights when you or your umpire request them to be turned on.
- You can find a Park Employee by the Batting Cages, **or** in the Central Office (brown dome building by the flag pole), **or** we could be working on a project anywhere else in the park.
  - So it's best to find us early and let us know your expectations ahead of time.
  - Please don't wait until the last minute before you want lights; you may not find us fast enough or we may not be able to react fast (based on other assigned duties and possible emergencies).
- When we turn on the lights for your field, we record the starting time on our Lighting Log (in the Central Office, where the on/off switches are for the lights).

## 3. Time OFF:

- Our staff will turn your lights OFF after everybody in your group has safely left the field and returned to the parking lot.
- Or when our staff has safely left the field after picking up your bases (if you have requested bases on your fields). This may take about 10-15 minutes.
- Typically that all happens simultaneously.
- We then record that ending time on the same Lighting Log.
- **NOTE:** if you leave your field EARLIER than planned (per your field permit):
  - You must contact our staff to inform us to turn your lights off earlier than planned.
  - Otherwise we may not check your field until the planned ending time (per your field permit) and light fees will be charged accordingly.
  - Best place to find our staff is at the Batting Cages or at the Central Office (brown dome building by the flag pole).

## 4. INVOICE:

- After all your reservations on your permit are finished, we process the Lighting Log based on the # of hours (prorated) the lights were on for you during all your reservations according to the Lighting Log.
- We subtract your light fee from any (rainouts) credit that you may have in our system.
- We then send you a separate invoice by email, along with a copy of your Lighting Log.
- For new customers we may require that you pay an estimated lights fee up front when you obtain your field permit.

## Please contact us if you have any questions:

- Email: [fieldreservations@rochesterhills.org](mailto:fieldreservations@rochesterhills.org)
- Borden Park Office: 248-656-4797 (**not staffed during evening hours!**)
- [https://www.rochesterhills.org/departments/parks\\_and\\_natural\\_resources/sports\\_field\\_reservations.php](https://www.rochesterhills.org/departments/parks_and_natural_resources/sports_field_reservations.php)