Recreation Facility, Park & Sport Field Use & Fee Policy

It is the policy of the Brigham City Parks Department and Recreation Department to control the use of City recreation facilities, parks and sport fields, to protect these resources and to allow usage to individuals, groups and organizations based on availability and priority. Use shall be consistent with City Policies and Ordinances, and promote wellness, recreation, and positive participation and sportsmanship. The City desires to be supportive of such use and will schedule and help facilitate their use in accordance with the requirements of this policy.

Purpose

This policy is intended to enhance the recreation opportunities and events available to the citizens of Brigham City; to facilitate City and non-City use and scheduling of recreational venues; to offer safe, wholesome recreation programming for participants and spectators and to adequately reimburse the City for expenses related to providing this use.

User Groups

The City recognizes the following categories of users and user groups:

- City Recreation Programs
- Box Elder School District sport teams
- Community-based (organizations organized in and operated from Brigham City, (receiving registration for individual participants), volunteer-operated recreation organizations
- Organizations providing competitive, accelerated or super league team programming
- Adult recreation leagues or programs
- Privately owned and operated program providers
- Corporate, commercial, business, church or family groups

Prioritization of Users

The Brigham City Parks and Recreation Departments reserve the right to schedule activities and events on City facilities, parks and sport fields on an “as available” basis. The following priority applies to all scheduling for use of facilities:

1. Brigham City Recreation programs
2. Box Elder School District sport teams Monday-Friday use. Any weekend use would be subject to a fee schedule.
3. Community-based recreation organizations
4. Non-profit competitive, accelerated or super league youth programs
5. Non-profit adult recreation leagues or programs
6. All others

Guidelines

1. Brigham City Recreation reserves the right to schedule activities and events on City facilities and parks on an "as available" basis. Game scheduling must be done a minimum of 5 work days in advance, with at least a 48-hour notice of rescheduling for rain outs or other scheduling problems**.** Brigham City reserves the right to cancel any scheduled activity due to conditions or circumstances that are determined to be detrimental, unsafe or in conflict with City Ordinances and policies. Teams and/or organizations that do not adhere to closures may forfeit their use privileges**.**

2. Users conducting their activities for commercial or individual financial gain are not endorsed by the City. Conducting business or sale of merchandise for profit is prohibited, without prior approval by the City. (See Brigham City Business License ordinance).

3. The recreation facilities, parks and sport field use fees will be paid in advance of use and before the event is scheduled on the calendar. The Brigham City refund policy applies as follows: Cancellation by user 30 days prior to use is a full refund, minus $5.00 handling charge. Cancellation by user up to 15 days prior to use is 50% refund minus $5.00 handling charge. Cancellations less than 15 days, no refund allowed.

4. Cancellation of an event due to weather, facility or field conditions, or city-declared emergency will be rescheduled, if possible, or refunded. Playability of fields will be determined jointly by the Parks Supervisor and Recreation Manager by 3 p.m. Monday through Friday. Rainout information for Saturday and Sunday play will be placed on the rainout line (435)734-6607 by 5:00 p.m. Friday evening for Saturday games and on Saturday evening for Sunday games.

5. Cancellation of an event due to user failing to comply with this policy or City Code and policies, or due to acts or activities deemed to be offensive or harmful, shall not receive a refund. The City reserves the right to prohibit the user from future use of or scheduling of the facilities.

6. No illegal alcoholic beverages, fireworks, firearms, weapons or other dangerous devices are permitted in park or facility areas. Camping, archery or amplified sound equipment must be approved through the City's special event policy.

7. A minimum of $1,000,000.00 liability insurance policy, naming Brigham City Corporation as additional insured must be submitted with scheduling request for all users. In addition, User shall release, indemnify and hold harmless Brigham City Corporation, its elected and appointed officials, officers, employees and volunteers from any and all claims, damages, lawsuits, losses and expenses (including attorney fees) arising out of or resulting from User's performance or failure to perform this agreement and all of User's

activities conducted on City's facilities/property. Commercial and privately owned and operated program providers must provide proof of Worker's Compensation and Employee's Liability for employees of the organization as required by Utah State Law.

8. Users shall make every reasonable and prudent effort to keep the area in which user's activities are held, clean and free from trash or other debris. User will clean up any trash and debris generated by user's activities and places it in trash containers provided by the City. The User is responsible for any maintenance or cleanup cost incurred through the negligence of the User of any area or facility.

9. Scheduling must be requested annually. No automatic or protected right to use because of previous use shall be granted. The City reserves the right to deny use of City facilities to any user that, in the City's opinion, has had public relations problems, has abused City facilities or property, has administered its programs in such a way to cause discredit to the City, or has not paid all fees due or past due.

10. The City assumes no financial responsibility for the user's group, programs or any of their constituents.

11. Users shall abide by sport or event-specific rules and field usage rules. All games and practice games need to be scheduled at the Recreation office and fees paid. A game is defined by any one of the following criteria:

    a. If there is more than one team present.
    b. If there are officials present, certified or not, or coaches acting as officials.
    c. If players are in uniform.
    d. If one of the teams travels to game site from another city or location.

12. All games and programs must end by 11:00 p.m., unless approved by the City. All lights must be turned off by 11:15 p.m.

13. Field sizes are set and are not negotiable. **No** painting or altering of fields is allowed. Moving of goals, bases, pitching rubbers, bleachers, tables or other equipment owned, maintained or managed by the City is not allowed. Teams and/or organizations that violate the forgoing terms may forfeit their use privileges

14. Pursuant to Title 17 of the Brigham City Code, the Recreation Department shall have control over all concession stands or dispensaries that sell any items to the public in any public park, playground or recreational facility, and before any concession shall be permitted in any public park, playground or recreational facility, an approval from the Recreation Manager must be obtained and a license purchased from the City license department for the operation thereof.

15. The Disc Golf course is designed for public use at no charge. In the event a group would

like to reserve the course for a tournament there will be a course use fee. The fee for a tournament will be $40 per event. Arrangements shall be made through the Brigham City Recreation Department. The course may be reserved with this fee. If a group would like to hold a weekly event the course may be reserved for this purpose either with a yearly use fee of $250 or a weekly use fee of $15. These fees will apply to groups reserving the course for league play for a specific day and time. Any organized group using the course will be required to have a $1,000,000 certificate of liability insurance policy showing Brigham City Corporation as the certificate holder.

16. The John Adams tennis courts are designed for public use at no charge. In the event a group would like to reserve court times it will be in the following order:

1) Brigham City Sponsored event
2) Box Elder School District event
3) Youth Sponsored event
4) Local Tournament (privately sponsored)
5) Regional Tournament (privately sponsored)

At no time are "for profit" tennis lessons permitted on John Adams courts without a Brigham City business license.
A fee will be imposed if there is a charge to participants. This includes tournaments, group events or fundraisers for schools or charity. The fee will be $10 for 2 courts per hour or $20 for all four courts per hour.
Open Play: Prime time at the tennis courts is 6am to 9am and 5pm to 8pm. During prime time a maximum of four players and three balls per court will be allowed.

17. The Wadman Basketball Court is open to the public and is not available to reserve, rent or for exclusive use by an entity outside of Brigham City Recreation sponsored events.

18. The Pickleball facility located at Pioneer Park is designated for public use at no charge. In the event a group would like to reserve the court it will be in the following order:

1) Brigham City Sponsored event
2) Box Elder School District Event (Monday through Friday)
3) Local Youth Sponsored Event
4) Local Tournament (privately sponsored)
5) Regional Tournament (privately sponsored)

A fee will be imposed if there is a charge to participants. This includes tournaments, group events or fundraisers for schools or charity. The fee will be $10 for two courts per hour or $20 for four courts per hour.

Fees

Sports Complex:

- All users, including Box Elder School District

$20 1st use/single game
$15 each additional game
$10 per game lights

All other fields:

- Community-Based Organizations (volunteer operated), including, but not limited to:
    1. AYSO (includes league and Golden Spike Tournament)
    2. WFFL (includes league and Thanksgiving Tournament)
    3. Box Elder Junior Lacrosse

$5.00 per participant, per year beginning July 2013

- Competitive, Accelerated, High School Club Teams or Super Leagues

$15 1st use/single game
$10 each additional game, same day use
$10 per game lights, if available

- Adult Programs, including, but not limited to:
    1. Baseball
    2. Softball
    3. Soccer
    4. Football

$15 1st use/single game
$10 each additional game
$10 per game lights
$10 reserved practice time

- Private Program Providers

$15 1st use/single game
$10.00 each additional game
$10 per game lights