



Resolution

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

NO. 525

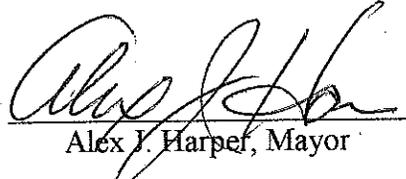
A RESOLUTION OF THE MAYOR AND THE CITY COUNCIL OF THE CITY OF SAN LUIS, ARIZONA, DECLARING AS A PUBLIC RECORD THAT CERTAIN DOCUMENT FILED WITH THE CITY CLERK ENTITLED "CITY OF SAN LUIS RULES, REGULATIONS, AND RENTAL CHARGES FOR THE USE OF PARKS AND RECREATION FACILITIES" AND ADOPTING THE "CITY OF SAN LUIS RULES, REGULATIONS, AND RENTAL CHARGES FOR THE USE OF PARKS AND RECREATION FACILITIES"

NOW, THEREFORE, BE IT RESOLVE, by the Mayor and City Council of the City of San, Arizona as follows:

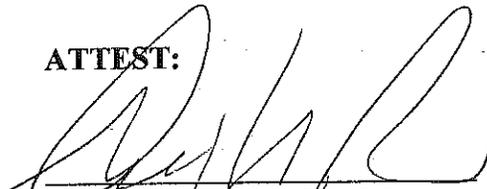
SECTION 1: That certain document entitled "City of San Luis Rules, Regulations, and Rental Charges for the use of Parks and Recreation Facilities", three copies of which are on file in the office of the City Clerk, is hereby declared to be a public record, and said copies are ordered to remain on file with the City Clerk; and

SECTION 2: That the document entitled "City of San Luis Rules, Regulations, and Rental Charges for the use of Parks and Recreation Facilities" is hereby referred to, adopted, and made a part hereof as is fully set out in this Resolution.

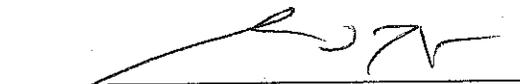
PASS AND ADOPTED, by the Mayor and City Council of the City of San Luis, Arizona this 28th day of May, 2003.


Alex J. Harper, Mayor

ATTEST:


Alex U. Ruiz, City Administrator

APPROVED AS TO FORM:


Gerald W. Hunt, City Attorney

CITY OF SAN LUIS
Rules, Regulations and Rental Charges
For the use of Parks and Recreation Facilities

I. APPLICATION:

- A. The primary use of the City recreation facilities is for activities organized and/or sponsored by the City of San Luis Parks and Recreation Department.
- B. City of San Luis Parks and Recreation activities and City of San Luis Parks and Recreation sponsored activities will have priority use of the facilities.
- C. The use of facilities will be only reserved to responsible persons (21 and older) representing groups and organizations whom shall be financially responsible for any injury or damages.
- D. The application for use of a City of San Luis Parks and Recreation facility must be made one week in advance and any fees, if any, paid at that time.

II. RULES GENERAL:

- A. Depending on the activity, applicants may be subject to a deposit fee to insure proper cleanup and to cover for loss or damages.
- B. If food is to be served or sold at a City of San Luis Parks and Recreation facility, product liability insurance in the amount of \$500,000.00 and proper Yuma County Health permit must be on file at least one week in advance to the event.
- C. All applicants guilty of violating any City, State, or Federal ordinance may be prohibited from future use of the facilities or equipment.
- D. No equipment shall be moved into any facility unless special permission is granted. If approved, it must be removed before 8:00 a. m. the next day.
- E. The total number of people admitted shall not exceed the seating capacity of a facility as determined by the proper inspecting authority.
- F. No alcoholic beverages or glass containers are to be brought into any City of San Luis Parks and Recreation facility unless properly permitted.
- G. If alcohol is to be served and/or sold at a City of San Luis Parks and Recreation facility alcohol liability insurance in the amount of 5,000,000.00 and/or a State Liquor License must be on file at the time of reservation.
- H. When required, the applicant shall furnish a certificate of liability insurance in the amount of 1,000,000.00 naming the City as additional insured.
- I. Requests where the specific use will be political or religious must have approval from the City Administrator's Office.

J. Continuous use of a facility exceeding one year must have approval of City Council at a regularly scheduled meeting.

III. GROUPS CLASSIFIED:

CLASS A.-Parks and Recreation co-sponsored groups, and Non-Profit groups, organizations and agencies with 501C Status.

CLASS B.-Private individuals or groups requesting facilities for the purpose of social gatherings and functions.

CLASS C.-Individuals and organizations using the facilities for a commercial or profit making venture, non-residents, and non-sponsored groups.

IV. FEE SCHEDULE

FACILITY	CLASS A	CLASS B	CLASS C
<u>Athletic Fields</u>			
2 Hour Session	No Charge	No Charge	\$ 30.00
Add. Session	No Charge	Not Available	\$ 20.00
Lights p/Hour	No Charge	\$ 5.00	\$ 10.00
<u>Gymnasium</u>			
2 Hour Session	No Charge	No Charge	Not Available
Event (per day)	No Charge	\$300.00	\$500.00
Security Dep.	\$150.00	\$150.00	\$150.00
Staff Attendant	\$10.00 (p/hr)	\$ 10.00(p/hr)	\$ 10.00 (p/hr)
<u>Ramada</u>			
Reservation	No Charge	\$ 10.00	\$ 20.00
<u>Swimming Pool</u>			
4hr Sundays-only	Lifeguard Fee	\$ 50.00	\$100.00
Deposit	No Charge	\$ 25.00	\$ 25.00
<u>Cultural Center</u>			
Event (per day)	No Charge	Not Available	Not Available
Security Deposit	\$150.00	N/A	N/A
Staff Attendant	\$10.00 (p/hr)	N/A	N/A

**CITY OF SAN LUIS
PARKS AND RECREATION DEPARTMENT
TOURNAMENT & SPECIAL EVENT DATES**

The following provisions apply to the use of Recreational Facilities for the purpose of one-time tournament or special event dates.

1. Tournament and special event dates are primarily for the use of local non-profit organizations and must be reserved at least two weeks in advance.
2. Persons making reservation must be at least 21 years of age and designate the tournament or special event director (point of contact) at the time of reservation.
3. Parties wanting the City Parks and Recreation Department to co-sponsor tournament must apply at least two weeks in advance to the event in writing. Otherwise, proper liability insurance must be turned in before tournament or game date.
4. All tournament and game dates will be awarded on a first-come, first-serve basis and are limited to three dates per year per group.
5. Tournament cannot run for more than three days at a time and must be over by 10 P.M. every day.
6. Unless co-sponsored by the City Parks and Recreation Department, fields will be prepared once on the first day of the tournament; additional requests must be paid at the overtime rate fee.
7. All facility common areas used must be thoroughly cleaned on a daily basis. Failure to comply will result in forfeiture of the deposit.
8. All concessions must be approved first by the City of San Luis Parks and Recreation and Finance Directors.
9. See the Facility Rental Policy Fee Schedule and Groups Classified applicable charges.

(revised May 1st 2003)