

**POLICIES DEFINING THE USE OF THE CITY OF BIG RAPIDS
PARK AREAS AND FACILITIES**

I. General

The park areas are provided for use by the general public and to satisfy the recreational needs of the residents in the community of Big Rapids. The following policies will give the basic guidelines concerning general use of Big Rapids' park facilities.

II. Park Hours

The park areas will be open during the daylight hours, 8:00am to 10:00pm. Where lighted facilities are provided, the use hours may be extended for the duration of the activity.

III. Picnic Shelters & Picnic Areas

The shelter facilities are for the use of the general public. Use of picnic shelters will be on a first come, first serve basis if the facility has not been reserved. Reservations can be processed by the Department of Public Works at the rate determined within the City fee schedule. Special community programs and activities will be allowed to use shelters at no cost should the public be invited. No fires are allowed in City parks outside of provided cooking grills.

IV. Tennis Courts

Below listed are the rules:

- Limit Play to one hour, when others are waiting
- Use Proper Equipment
- No Glass Containers
- No Pets, bicycles, rollerblades or skateboards
- Children must have adult supervision

V. Brutus Dog Park

Below listed are the rules:

For Visitors

- Caretakers are legally responsible for their dogs and injuries caused by them.
- Children must be under strict supervision at all times
- Children less than 48" tall are prohibited from entering the Large Dog area
- Children under the age of (16) must be accompanied by a parent or guardian at all times
- Caretakers must clean up after their dogs and repair any holes left by their pets
- Caretakers must carry a leash at all times. Dogs should be leashed before entering and prior to leaving the park
- Individual's using the dog park are prohibited from smoking and consuming alcoholic beverages or food while in the fenced areas

For Dogs

- Dogs must wear a collar, carry ID tags and be properly licensed, inoculated, and in healthy condition
- Dogs must not be left unattended or out of sight and must be under voice control of the caretaker
- Dogs under the age of four months and female dogs in heat are strictly prohibited
- Dogs must be removed from the dog park at the first sign of aggression

VI. Mitchell Creek Park and Gazebo

Because of the gardens and activities planned for Mitchell Creek Park and the anticipated elevated cost of maintenance at this location, the reservation monies collected for this park will be separately accounted for and applied to the upkeep/development of that park. The goal will be to create self-supporting gardens as much as possible.

Food Vendor Policy

- Mobile Food vendors can sell food in designated parking lots only and cannot be on grassy areas.
- No use of the City's power.
- Only Mobile Food Vendors, no other vendors can sell items.
- Can only attend park locations with permission from special event coordinators, when an event is held at a park.
- Items being sold, must be presented to the Clerk's office along with prices.
- Prices must be clear and posted on vendor's location.
- No loud music or other methods to draw attention to the vendor (i.e. yelling, singing, etc.)
- Signs cannot be larger than the mobile vendor
- Health/Food permit must be presented to the Clerk's office and posted for customers/patrons to view.
- All vendor staff must have background checks completed before selling food in the parks.

The following parks are locations where vendors may sell his/her items:

- o Bandshell
- o Centennial
- o Hemlock
- o Industrial
- o Northend Riverside
- o Swede Hill
- o Vogel Field

POLICY FOR MEMORIALS IN CITY PARK LANDS

The City of Big Rapids Park and Recreation board has developed a policy for the signing of memorials within the City park lands. Standards for design and application of all signs erected on public park land are to be specified with City staff. Below are various methods that will be allowed for memorials within park land to be erected without approval of the Park and Recreation board.

- Park benches. The City of Big Rapids Park and Recreation board has a specific bench used within the park system. Each bench has an area with a plaque that can be attached. This will allow for benches to be utilized as a memorial.
- Park trees. The City of Big Rapids tree planting program occurs in the spring and fall each year. Trees can be purchased through the Department of Public Works. A memorial plaque can be attached to the tree or placed in the ground by DPW staff.
- Riverwalk donor wall. The City of Big Rapids will coordinate placement of names on the donor wall after donations are made to the Big Rapids Riverwalk fund.

Other forms of memorials (signing, images, crosses, etc.) and location will be required to be approved by the Park and Recreation board. Placement of the approved memorial will be erected by the Department of Public Works.

POLICY FOR SWIMMING POOL RENTAL

- I. **Rate of Charge:** \$100.00/hour, which includes the pool rental and cost of 3 lifeguards and bathhouse personnel, or \$350 for 4 hours.
- II. **Procedures for Opening and Closing Pool:**
The procedure followed during any other swim period should also apply during Pool Rental times.
Only Pool Staff chosen by the Pool Director should staff Pool Rental Events.
- III. **Procedures for Payment:**
A deposit of 50% of total estimated cost will be collected at the time of reservation. Payment should be made to Pool Director as group enters facility. Payment should be made by check payable to City of Big Rapids.
For consecutive use, please see Procedure for Schedule Events.
Refunds
 1. No refund is given if reservation is canceled the same day of activity.
 2. If cancellation is made prior to the day of the activity, the deposit will be refunded.
 3. Refund must be requested in letter-form and signed by the person who made the reservation.
 4. Should the City cancel the activity prior to the event (weather conditions, mechanical & Water problems, etc.), a full refund will be given.
- IV. **Procedures for Scheduling Events**
The pool is available for rent on Monday through Saturday, mornings and evenings, during non-programmed times, pool will be closed from 10:00 pm to 6:00am.
Groups wishing to rent facility must contact the Pool Director and he/she makes the date on the calendar. Payment of consecutive use to be negotiated with the Park & Recreation Board.
 1. Must know the number of people coming.
 2. The ages of the individuals who will be swimming.
 3. The physical status of the participating:
 - a. Do they have physical ailments?
 - b. Are they allergic to any drugs?
- V. **Types of Groups Allowed**
All groups wishing to participate.