

CITY OF WATAUGA

RECREATION FACILITIES GUIDELINES/FEES

The City of Watauga provides indoor and outdoor facilities available for events, parties, reunions, and entertainment. All activities will be scheduled through the Recreation and Community Services Department on a first-come, first-served basis. Renting of the facilities is limited to three (3) consecutive days per rental period and twelve (12) days total per year for any group or individual.

The following are policies and fees governing rental and use of the City of Watauga Recreational Facilities:

1. Facility Usage and Reservations: The Parks and Recreational Facilities will be scheduled on a first-come, first-served reservation basis. All reservations will be made in person at the Watauga Recreation Center, 7901 Indian Springs, Watauga, Texas, at least one week prior to the event. Applications must be approved by the Director of Parks and Community Services ("Director"), and all activities in the rented facility must be approved by the Director. The City of Watauga reserves the right to refuse use of the facility to any organization or individual.

2. Facilities Fees: Any rental of the facilities requires a minimum three (3) hour rental period. The listed rates for each facility are for normal operational hours of 7:00 a.m. to 11:00 p.m.

Facilities are available for rent outside normal operational hours for an additional fee of \$10.00 per hour, which is paid directly to the attendant before the event begins. Membership to the Community Center is not required for renting of parks and recreational facilities.

a. **Watauga Community Center:**

Class Room B - \$30.00 per hour

Multi-Purpose Rooms C or E - \$40.00 per hour

Gym - Full Court \$40.00 per hour, Half Court \$20.00 per hour

Climbing Wall - \$40.00 per hour

b. Foster Village Park:

Recreation Building - \$30.00 per hour

- o The rental fee does not include the use of the upstairs portion of the building.

c. Capp Smith Park:

Amphitheater - \$50.00 per hour for the first 3 hours and \$25.00 per hour above the 3 hour minimum fee

Large Pavilion - \$30.00 per hour for the first 3 hours and \$15.00 per hour above the 3 hour minimum fee or \$100.00 for all day

Small Pavilion - \$20.00 for the first 3 hours and \$10.00 per hour above the 3 hour minimum fee or \$60.00 for all day

3. Security Deposit: A \$150.00 refundable security deposit is required to rent any facility. The refundable deposit is required as security to ensure a timely return of keys, for cleaning of premises, and to be applied towards any damage occurring during the rental period. The security deposit must be paid at least one full week in advance to confirm a reservation. The Director or his designee shall itemize in writing the reason for forfeiture of any portion of the security deposit, a copy of which will be available for tenant. The Director or his designee shall check the facilities and/or building and contents as soon as reasonably possible after the rental period has expired. The Director's decision on forfeit of any or all the deposit will be final. Any refund made on the security deposit will be returned by mail within three (3) weeks after the rental date.

Additional fees maybe assessed to the renter if damage is done to the facility or property. In the event damages exceed the deposit requirement, the tenant will be responsible for actual costs incurred by the City to repair or replace items. Failure to remit charges assessed will result in criminal or civil charges being filed to recover any damages.

4. Responsible Party: The responsible party must be at least 18 years of age. Upon completion of the facility reservation, the responsible party must sign a release stating he/she fully understands the reservation agreement and accepts responsibility for adherence to the policies. Proof of residency must be presented at the time of signature for verification of residency. The responsible party shall be required to attend the entire activity. Failure to adhere to this policy will result in forfeiture of the security deposit.
5. Arrival and Departure Times: Facilities are available for public rental from 7:00 am to 11:00 pm, Monday - Sunday. Reservations are arranged for a specific period of time and shall designate an arrival time and departure time. The arrival time is the time requested to begin the reservation. The reservation must end at the Departure time.

6. Cleaning of Facilities: The renter is responsible for cleaning the facility immediately after its use. The renting party will provide trash bags for trash and refuse disposal during cleanup. All hard surfaces are to be cleaned, including the removal of any decorations used during the event. If the renter creates more trash than the provided trash receptacle will hold, it is the responsibility of the renter to remove the excess trash. The rented area should be clean so that others will find the area suitable for subsequent events.
7. Food and Beverage Policies: Food and soft drinks may be brought in or catered.
8. Cancellations: All cancellations must be made not less than 72 hours before the reservation date, or the deposit will be forfeited.
9. Keys: Any keys issued for the rented facility will be checked out at the Watauga Recreation Center the working day preceding the reservation. The keys shall be returned at the Watauga Recreation Center no later than forty-eight (48) after the conclusion of the event. Keys not returned timely shall result in forfeiture of the deposit.
10. Fund Raising Events: Fund raising activities shall not be conducted without the prior written approval of the Director. No items are to be sold in the buildings without the approval of the Director.
11. Alcohol Usage: No alcoholic beverages are allowed on city property.
12. Tobacco Usage: Smoking or tobacco products are prohibited in the rented facility or any other locations designated with "No Tobacco Use" signs. *See* City Ordinance, Chapter 8, Article 8.300.
13. Firearms Policy: No person shall carry or possess a handgun or firearm, concealed or unconcealed, on the premises of any city park, city playground or recreational facilities located with the City of Watauga, regardless of whether that person is a licensee under Tex. Rev. Civ. State. Art. 4413 (29ee). No person shall fire or discharge any gun, pistol, rifle, or firearm of any kind or discharge or fire any air rifle, air pistol or any pellet gun of any description by whatever name known that by means of compressed air, compressed gas, springs or powder or any other means is capable of discharging shots, pellets, or any solid object over a distance in excess of 50 feet within the corporate limits of the City of Watauga, Texas.
14. Music and Amplification Systems: Any noise of such character, intensity or duration that substantially interferes with the comfortable enjoyment of persons of ordinary sensibilities occupying, owning or controlling nearby properties or persons making use of public properties for the intended purposes, is considered a noise nuisance, and is prohibited.

15. Events Hosted for Minors: Any event hosted for persons thirteen (13) to eighteen (18) years of age shall be governed by the following regulations:

One off-duty Watauga Police Officer, provided at the tenant's expense, shall be present at all times and until the facilities are cleaned and cleared; however, this requirement may be waived by the Director.

A minimum of two (2) adults shall be present throughout the function as chaperones. For events of more than forty (40) persons, one (1) adult chaperone is required for every twenty (20) attendees.

An adult 21 years of age or more will be required to sign the liability agreement guaranteeing against damage to the building and its contents.

16. Religious Activities: No formal religious service shall be scheduled, without prior approval by the City Council.
17. Furniture/Equipment: No additional furniture or equipment other than that furnished by the City of Watauga is to be used without the approval of the Director.
18. Use of Building Priority List: City activities shall have precedence over any other type of function. In the event that conflicts arise concerning the use or scheduling of the building, all administrative decisions will be final, unless otherwise directed by the City Council. The City of Watauga shall have the authority to bring functions of extreme community importance to community recreation facilities that may necessitate the removal of activities previously scheduled. If the City does not have an event schedule for the facility, the following is a list of priority for community usage of the facility.

The Watauga Community Building Senior Citizen Groups should be scheduled for the period of three (3) months in advance and are given first priority at no charge.

Organized Civic and Recreation Activities under the direction of the City of Watauga have second priority at no charge.

Watauga civic and service groups, such as scouts, women's groups, business groups, Lions, etc., have third priority. These groups must be non-profit and composed of a majority of local community residents or members of the business community at no charge.

Watauga residents who desire to rent the building for non-profit, nonreligious, and non-political group gatherings have fourth priority.

19. Language: No abusive language or language that might reasonably be considered a breach of peace and will not be allowed in any City of Watauga Recreational Facility.
20. Liability: The City of Watauga accepts no liability or responsibility for any damage to person or property arising from the use of any facility. Any person or organization using the premises must acknowledge and agree to comply with these guidelines.
21. Revisions: The above guidelines are subject to revision by the City Watauga City Council.