

RESOLUTION 2011 - _____

**A RESOLUTION SETTING SECURITY DEPOSIT AND RESERVATION FEES FOR
RESERVATION OF PAVILIONS IN LEWIS AND CLARK PARK.**

WHEREAS, requests for use of pavilions in Lewis and Clark Park have increased dramatically; and

WHEREAS, scheduling of reservations and providing assurances of availability of pavilions requires considerable time; and

WHEREAS, groups often fail to remove trash creating additional work for park employees; and

WHEREAS, the Belgrade Park Board believes establishing security deposits and reservation fees will assist in management of the pavilions.

NOW THEREFORE BE IT RESOLVED THAT, the pavilions in Lewis and Clark Park may be reserved upon written application to the City, and payment of a refundable security deposit in the amount of \$50.00, and payment of a nonrefundable reservation fee in the amount of \$25.00 for City residents and \$50.00 for non-City residents. The City may deduct from the security deposit all costs of trash removal, cleaning, and repair resulting from the use of the pavilion. The applicant shall be responsible for all costs of trash removal, cleaning and repair resulting from the use of the pavilion in excess of the security deposit.

PASSED AND ADOPTED by the City Council of Belgrade, Montana, at a regular session thereof held on the ____ day of May, 2011.

Russell C. Nelson, Mayor

ATTEST:

Marilyn Foltz, Director of Finance

CITY OF BELGRADE - LEWIS & CLARK PARK PAVILION RESERVATION APPLICATION

APPLICANT INFORMATION	
Organization / Group Name:	
Applicant / Representative:	
Mailing Address:	
Phone:	Day: _____ Cell: _____
EVENT OPERATIONS	
Type of Event:	
Detailed Nature of Event:	
Will Alcohol be Served:	Yes <input type="checkbox"/> No <input type="checkbox"/>
Is the Event:	Private <input type="checkbox"/> Public <input type="checkbox"/>
Time of Reservation:	9 am to 3 pm <input type="checkbox"/> [AND/OR] 4 pm to 9 pm <input type="checkbox"/>
Pavilion Requested:	West, Fire Station <input type="checkbox"/> East, Splash Park <input type="checkbox"/>
Date of Reservation:	
Anticipated Attendance*:	(A Park Use Permit is required if over 50)*

_____ A non-refundable reservation fee of \$25 for City Residents and \$50 for non-city residents applies
Initial per time slot per day.

_____ Except as authorized by the City of Belgrade it is prohibited to drive on the park or use any public
Initial address system, loudspeaker, or other sound-amplifying device in any park. Glass is prohibited.

_____ Nails, staples, and similar hardware shall not be used to attach decorative material to trees, walls, or
Initial ceilings. Decorations must be removed immediately after use.

_____ A deposit of fifty dollars (\$50) is required and will be refunded after the park facility has been cleaned.
Initial Costs incurred by the City of Belgrade for cleaning and all damage caused by the event in excess of the deposit will be billed to the Applicant.

As a matter of policy, law, and commitment, the City of Belgrade does not discriminate on the basis of race, color, sex, marital status, sexual orientation, political ideology, age, creed, religion, ancestry, national origin, or presence of any sensory, mental, or physical handicap.

By signing the document, I take full responsibility for every participant of the event. I have read and agree to the terms and conditions outlined in the application, and I will follow the rules and requirements.

APPLICANT (Sign) _____ (Date)

Issued by: _____ (Sign) _____ (Date)

Post event cleaning\damage inspection: OK <input type="checkbox"/> by: _____
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