

Oregon Trail Recreation District Use Policy

To provide consistent and orderly use of the Oregon Trail Recreation District Center the Recreation District sets the following guidelines to any person or entity wishing to use the Oregon Trail Recreation Center.

1. Groups wishing to use the gymnasiums for exclusive use at the Recreation Center will be charged a fee.
2. Gym reservations will be limited and will be treated on a case by case basis. Gymnasium space is primarily available to members of the community who reside within the boundaries of the Oregon Trail Recreation District.
3. Additional out of District fees may be charge to groups wishing to use the Recreation District Recreation Center.
4. Fees will be assessed to offset cost of staff, lights, gym maintenance and cleanup as described in the District Usage Form attached below.
5. Fees may be waived or reduced for non-profit groups, school district functions, or programs deemed as a benefit for the community and will be addressed on a case by case basis. All decisions to waive or reduce fees shall be determined by the Board of Directors and all Board decisions shall be final.
6. Contracts for use must be approved by the Oregon Trail Recreation District Board of Directors prior to any activities. Contracts will address the potential need for liability insurance and any other applicable fees.
7. All functions must comply with all applicable Oregon Trail Recreation District policies, City of Burley ordinances, and laws of the State of Idaho.
8. All reservation requests shall be made in writing and submitted to the Oregon Trail Recreation District.

Regulations:

- a. **Supervision.** All person(s) or groups holding a reservation shall provide field supervision at all times. Supervisors(s) must identify themselves as such to Recreation District personnel.
- b. **Conduct.** No person shall engage in fighting, riotous, threatening or indecent conduct or use any abusive, threatening, profane or indecent language while on OTRD property. Verbal or physical abuse of Recreation District staff or coaches, players, referees and spectators associated with the various users will not be permitted. Anyone violating this regulation will be asked to leave the grounds immediately.
- c. **Damage and clean up.** The reservation holder shall require that all persons it is responsible for (coaches, players, spectators, and others) use the field space in a safe, prudent, and responsible manner and only for their usual and intended purpose. The reservation holder shall leave the field in a clean and orderly condition. All trash shall be disposed of properly.
- d. **Sponsorship.** The reservation holder shall not represent or imply that the Recreation District in any way sponsors, supports, or endorses the activity for which the fields are to be used without the express written consent of the OTRD Board.
- e. **Alcohol.** No person shall possess or use any alcoholic beverages within the Recreation Center except as allowed by a permit issued by the City of Burley and with the prior written approval of the OTRD Board.
- f. **Tobacco.** No person shall use or possess any tobacco product in or around the Recreation Center. For the purposes of this policy, tobacco is defined to include any lighted or unlighted cigarette, cigars, cigarillos, pipes or any other smoking devise. Also included in the prohibition are smokeless, dissolvable or inhaled tobacco products, including but not limited to: dip, chew or snuff. All forms of e-cigarettes are also prohibited.
- g. **Drugs.** No person shall possess or use any illegal drugs on OTRD property.
- h. **Pets.** No pets allowed unless permitted by special event.
- i. **Noise.** The reservation does not grant permission to amplify sound or music unless approved by Recreation District staff.

j. **Parking.** Parking is not exclusive to OTRD reservation holders.

k. **Lost and Found.** OTRD is not responsible for personal property that is lost or stolen.

l. **Supervision:** All person(s) or groups holding a reservation shall provide field supervision at all times. Supervisors(s) must identify themselves as such to Recreation District personnel. All Supervisors(s) must be 21 years of age or older and sign the Supervisor(s) Sign-In & Sign-Out Form.

If I do NOT provide field supervision at all times during the scheduled time(s) of reservation, then Oregon Trail Recreation District shall keep the supervisor deposit (\$25 per hour the event lasts).