

**COMMUNITY SERVICES DEPARTMENT
RULES AND REGULATIONS
FOR
PARKS AND RECREATION FACILITIES**

DECLARATION OF POLICY:

It is hereby declared to be the policy of the City of Friendswood to acquire, maintain and facilitate the use of properties to be utilized as public parks, squares and ways and other appropriate public facilities, giving due recognition to the social ideas of sports, recreation, the arts and the appreciation of beauty and ability.

DEFINITIONS:

Park: Any property dedicated or used as a park or for Public Park purposes or that may be dedicated or used as a park or for public park purposes within the city, and which park includes land, the title to which is in the City.

PERMITS:

A permit shall be obtained for the following activities:

1. Use of any park or recreation facility of the city for functions or gatherings of a group of persons numbering more than twenty five (25)
2. Use of any park or recreation facility after posted hours
3. Any over night usage of any park or recreation facility
4. Building of a fire in areas not designated for such activity or not in receptacles designated for fires (must be approved by Fire Marshall)
5. Any erection of signs at a park or recreation facility
6. Solicitation or peddling of any nature (except for political campaign literature)

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APPLICATION:

The following information shall be provided on the application for a permit:

1. The purpose of the event
2. The date, time and place where the function or event is scheduled to take place
3. The estimated number of persons attending the event
4. The person responsible for the event
5. Certificate of liability insurance naming the City of Friendswood as an additional insured (if requested)

APPROVAL:

All permits must be approved and signed by the Director of Community Services/Parks and Recreation and reviewed by City officials as deemed necessary.

The rules and regulations for parks and recreation facilities are designed to provide safe and fun recreational activities for the entire family. All rules and regulations shall adhere to all City of Friendswood Ordinances and Resolutions. For further clarification of rules and regulations for City Park and recreational facilities, see Chapter 58 of the City Code of the City of Friendswood.

EXCEPTIONS:

Any exceptions to the Policies and Procedures of the Community Services Department may only be granted by the Director of Community Services/Parks and Recreation and must meet with the approval of the Friendswood Police Department, the City Manager and any other City Departments that might be impacted by such exceptions.

GENERAL RULES (apply to all parks):

1. No person shall injure, deface, destroy, disturb, or remove any part of the Park or building, sign, equipment, or other property found therein, nor shall any tree, flower, shrub or other vegetation, or fruit or seed thereof, or rock, or mineral be removed, injured, destroyed, or disturbed without specific written permission from the Director.
2. Within the parks and public lands of the Parks District, no person shall without lawful authority or privilege to do so recklessly cut down, destroy, girdle, or injure a vine, bush, shrub, sapling, tree, or crop standing or growing therein, or sever, injure or destroy a product standing or growing therein or other thing attached thereto. In addition to the

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penalty provided herein, whoever violates this section shall be liable in treble damages for the injury caused.

3. No person, without the specific written consent of the Director, shall bring into, leave behind, or dump any material of any kind in the Park except the refuse, ashes, garbage, and other material arising from the normal use and enjoyment of a picnic, camp, or other permitted activity and such material shall be deposited in receptacles or pits provided for such purposes. Nor shall the same be left or deposited without or near the parks so as to pollute the waters or air coursing through or over the parks or otherwise to interfere with proper use and enjoyment of all the parks. No bottles, cans, refuse or foreign material of any description shall be deposited or thrown in any of the streams, waterways, ponds, or lakes located in any of the parks.
4. No person while within the Park shall knowingly obtain, possess or use a controlled substance or drug abuse instrument including but not limited to any drug of abuse, hallucinogen, controlled substance, marijuana, harmful intoxicant.
5. Alcohol may not be sold at any park. Alcohol may not be possessed during events specifically designed for the participation of minors.
6. No person shall establish or maintain any camp or other temporary lodging or sleeping place within the Park without a specific written permit from the Director.
7. Approved open-flame devices shall only be used for cooking at least ten feet away from any structure or canopy of trees.
8. No person shall sell or offer for sale any article, thing, privilege or service within any Park grounds or park lands unless he has applied for and been issued written permission from the Director.
9. No person shall stick or post any advertisement, poster, sign, handbill or placard of any description upon any building, vehicle, tree, post, fence, billboard, or other structure within the Park without written permission of the Director; nor paint, mark, write, print or impress, or in any manner attach any notice of advertisement or the name of any commodity or thing or any trademark, symbol, or figure of any kind upon any property within the Park without first obtaining permission of the owner of such thing or the Director on which he desires to place such notice, advertisement, name, mark or figure.
10. Any vehicle left within the confines of the Park between the hours of closing and opening shall be subject to removal at the owner's expense.

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11. Horseback riders and bicycle riders shall stay on designated paths and trails.
12. Boats, surfboards, water skis, scuba diving gear and similar aquatic equipment are prohibited within the designated swimming areas.
13. No person shall hit a golf ball or practice golf except in areas where designated by the Director.
14. All Farmers' Markets must adhere to the City of Friendswood Code of Ordinances Appendix C, Zoning Ordinance Section 8.M. as amended by Ordinance 2013-36.
15. Upon a roadway designated and posted with signs for one-way traffic, a vehicle shall be driven only in the direction designated.
16. No person shall park or store any motor car, motor vehicle, bicycle, wagon, or other vehicle within any traveled roadway in the Park or at any location where posted signs prohibit parking except in emergencies or upon any sod, gravel or other surface not specially designated as "A PARKING AREA".
17. No person shall park a bicycle, motorized bicycle, or motorcycle in such a manner so as to unduly interfere with pedestrian traffic or upon a roadway so as to unduly interfere with vehicular traffic.
18. Domestic animals are allowed however, strict adherence to the leash and pooper scooper laws will be enforced.
19. Firearms are strictly prohibited unless otherwise permitted by State law.
20. Glass containers and smoking are prohibited.
21. All tobacco products are prohibited.
22. Any event with 75 or more people and/or any group that possesses alcohol must secure the services of at least two (2) City of Friendswood Police Officers to provide security for the event. Call (281) 996-3300 to schedule security.

ACTIVITY BUILDING RULES AND REGULATIONS

The Activity Building provides space for meetings, fitness classes and the Senior Citizen Program. The following policies and procedures must be strictly adhered to at all times:

1. The facility shall be available for public use in accordance with the following schedule:

Monday - Friday 8:00 a.m. - 10:00 p.m.
Saturday - Sunday 10:00 a.m. - 10:00 p.m.

All activities shall not begin before, or end later than the posted hours of operation.

2. The maximum number of people allowed in the facility at any one time is 327.
3. The following activities are permitted to take place at the Activity Building:
 - a. Senior Citizen Program
 - b. Fitness classes
 - c. City/community/religious meetings
 - d. Any City sponsored activity or program
4. The following activities are not permitted at the Activity Building:
 - a. Wedding receptions
 - b. Private parties
 - c. Band concerts/auditions
5. All activity must adhere to allowable noise levels in accordance with the law pertaining to a residential area.
6. Glass containers and smoking are prohibited.
7. The City reserves the right to waive and/or amend the above restrictions as deemed necessary to facilitate the operation of the Activity Building.
8. Any event with 75 or more people and/or any group that possesses alcohol must secure the services of at least two (2) City of Friendswood Police Officers to provide security for the event. Call (281) 996-3300 to schedule security.
9. Firearms are strictly prohibited unless otherwise permitted by State law.

****Note** Keys to the Activity Building must be picked up at the Activity Building M-F during normal operating hours. Normal operating hours are Monday - Thursday 7:30 a.m. – 5:30 p.m., Fridays 8:00 a.m. – 5:00 p.m. An additional \$25.00 fee will be charged to the user if the keys are requested during non-normal operating office hours.**

**STEVENSON PARK
POLICIES AND PROCEDURES**

Stevenson Park contains approximately 24 acres of parkland that includes the Sesquicentennial Swimming Pool, the Splash Pad, the Rotary Pavilion, the playground equipment, tennis courts, basketball courts, the Gazebo, volleyball courts, wooded area and open space for the entire family.

1. Glass containers and smoking are prohibited.
2. Any group with 25 or more persons and/or any group that possesses alcohol must secure a permit to utilize the park.
3. Any event with 75 or more people and/or any group that possesses alcohol must secure the services of two (2) City of Friendswood Police Officers to provide security for the event. Call (281) 996-3300 to schedule security.
4. The Gazebo and Pavilion may be secured for use by permit through the Community Services Department.

Fees:	Resident Rate	Non-Resident Rate
Deposit:	\$200 Clean-up and Security Deposit	\$200
Gazebo:	\$50 Rental Fee	\$75
Pavilion:	\$75 Rental Fee	\$175

5. Permit holders for the Gazebo and Pavilion are required to pick up all trash and debris following their event and deposit the remains in the dumpster located behind Fire Station #1.
6. The tennis courts are to be used for tennis play only. Non-players and persons waiting to play must wait outside the fenced area.
7. Use of the tennis courts will be on a first-come, first serve basis. If all courts are occupied, the player must establish his/her waiting by placing his/her racquet in the holder in sequence of the next available court.
8. No individual may be on the tennis courts for more than one hour if people are waiting.
9. Throwing tennis rackets, metal objects, or other items manufactured of hard material in the park is prohibited.

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STEVENSON PARK

10. All persons entering the tennis court and basketball area must wear tennis shoes. Leather soles, cleated footwear, roller blades and skateboards will damage the surface and therefore are not allowed.
11. Private tennis lessons are offered through the cooperation of the City and FISD. These classes will utilize no more than two courts during crowded times.
12. Any tennis tournament or tennis meet must be approved by the Community Services/Parks and Recreation Director.
13. To reserve tennis, volleyball or basketball courts contact Community Services Department.
14. Unauthorized motorized vehicles are prohibited within the park. Vehicles may not be driven into the park at any time. Loading/unloading must be done from parking areas or small drive at Rotary Pavilion.
15. Domestic animals are allowed however, strict adherence to the leash and pooper scooper laws will be enforced.
16. Bicycles are prohibited on the jogging trail.
17. Roller blades, skateboards and bicycles are prohibited inside the Rotary Pavilion, Gazebo, tennis courts and basketball courts.
18. The park will be open twenty four hours per day.
19. Firearms are strictly prohibited unless otherwise permitted by State law.

****Note** Keys to the Rotary Pavilion for the air fans and for pavilion lighting must be picked up at the Community Services main office M-F during normal operating hours. Normal operating hours are Monday - Thursday 7:30 a.m. – 5:30 p.m., Fridays 8:00 a.m. – 5:00 p.m. An additional \$25.00 fee will be charged to the user if the keys are requested during non-normal operating office hours.**

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STEVENSON PARK
SPLASH PAD

1. All persons using the splash pad do so at their own risk. No lifeguard on duty.
2. All children must have adult supervision at all times.
3. No running or rough play or foul language will be tolerated.
4. Infants must wear swim diapers.
5. Persons with open cuts or sores, infection or diseases that may be transmitted are prohibited.
6. Pets are not allowed on the pad.
7. Do not carry or wash off sand onto the pad.
8. No glass or food containers on the pad.
9. Skateboards, rollerblades and bikes are not permitted.
10. Do not use the pad during severe weather conditions.
11. No electrical appliances within 5 feet of the pad.
12. Do not cover water fixtures or drains.
13. Splash pad may be closed at any time due to maintenance.
14. Climbing on splash pad is strictly prohibited.
15. Hours of operation are 8:00 A.M. to 8:00 P.M.

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STEVENS ON PARK
SESQUICENTENNIAL POOL

1. All persons entering the pool must pay the admission fee and have a pass or ID card.
2. No running.
3. Diving is prohibited.
4. Inflatable toys are not allowed. Certain personal flotation devices will be allowed (check with Lifeguard).
5. Children 12 years and under must be directly accompanied and supervised by a parent or an individual 18 years of age or older.
6. Please take a warm soapy shower before entering the pool.
7. The City is not responsible for lost or stolen items.
8. Coolers and ice-chests are not allowed on the pool deck.
9. Smoking, glass containers and alcohol are not allowed in the facility.
10. Food and drinks are restricted to the picnic tables and grass areas only.
11. All radios must have headphones or be kept at a low volume.
12. Running, dunking, horseplay, pushing, profanity or lewd behavior is prohibited.
13. Children under 3 years of age must remain within arm's reach of an adult while in the pool.
14. Cloth and disposable diapers are not allowed in the pool. **Children needing diapers must wear rubber pants with tight fitting legs. These may be purchased at the guardhouse.**
15. Swimsuits only - No shorts, shirts or long pants.
16. Beach balls only, restricted to non-crowded times.
17. Anyone caught swimming after hours will forfeit his or her swim pass and will be arrested for TRESPASS.

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STEVENS ON PARK
SESQUICENTENNIAL POOL

18. The pool and facility will be cleared upon the first sound of thunder or sight of lightning. Patrons will not be allowed to re-enter the facility until 20 minutes after the last evidence of the storm. The facility will also close during a rainstorm if the pool bottom cannot be seen.
19. The lap lane is open to adults 16 & over. The lap lane is meant for swimming laps and not for water walking or floating. In order to accommodate a number of swimmers, the sharing of lap lanes is at times required. Please swim in a counter clockwise direction, allowing other swimmers to pass in the middle. If the lane has more than four swimmers a new lane rope will be put in to accommodate the extra swimmers
20. Entry fees are as follows:

<u>Resident</u>	
Season Pass, 5 members	\$90.00
Each additional member	\$10.00
Individual	\$55.00
Twenty Visit Pass	\$30.00
Daily Visit (all ages)	\$ 2.00
Seniors 55 & up	No admission fee

<u>Non-Resident</u>	
Season Pass, 5 members	\$100.00
Each additional member	\$10.00
Individual	\$65.00
Twenty Visit Pass	\$45.00
Daily Visit (all ages)	\$ 4.00

21. The pool may be reserved for private parties. The rental fee is \$40/hour plus \$10/hour for each lifeguard needed.

**OLD CITY PARK
POLICIES AND PROCEDURES**

Old City Park contains a playground, covered barbeque pit, picnic tables, restrooms, soccer fields and a horse-riding arena.

1. Glass containers and smoking are prohibited.
2. Any group with twenty-five or more persons and/or group that possess alcohol must secure a permit to utilize the park.

Fees:	Resident Rate	Non-Resident Rate
Deposit:	\$200 Clean-up and Security Deposit	\$200
Park:	\$75 Rental Fee	\$175

3. Any event with 75 or more people and/or any group that possess alcohol must secure the services of two (2) City of Friendswood Police Officers to provide security for the event. Call (281) 996-3300 to schedule security.
4. The barbeque pit, horse riding arena and the picnic area may be secured for use by permit through the Community Services Department.
5. Permit holders for the barbeque pit, horse riding arena and the picnic area are responsible for the clean up and trash removal from the site.
6. The Park hours are from sunrise to sunset. The barbeque pit area, the picnic area and the soccer fields are available during daylight hours only. It shall be prohibited to utilize these areas after dark without a permit from the Community Services Department.
7. No unauthorized motor vehicles allowed in the park.
8. Trailers must be parked only in those areas so designated.
9. The riding arena may be scheduled by permit during the following hours:

8:00 a.m. to 10:00 p.m. - Sunday through Friday
8:00 a.m. to Midnight - Saturdays only.
10. Firearms are strictly prohibited unless otherwise permitted by State law.

**LITTLE LIBRARY HOUSE
(GIRL SCOUT HOUSE)**

The Little Library House/Girl Scout House is available to the public via a permit through the Community Services Department. The building contains two small meeting rooms, restrooms and a kitchen area.

1. The facility shall be available for public use in accordance with the following schedule:

Monday - Friday 8:00 a.m. - 10:00 p.m.

Saturday - Sunday 10:00 a.m. - 10:00 p.m.

All activities shall not begin before, or end later than the posted hours of operation.

2. The maximum number of people allowed in the building at any one time is 30.
3. The following activities are permitted to take place at the Little Library House:
 - a. Senior Programs
 - b. Girl Scout Meetings
 - c. City/community/religious meetings
 - d. Any City sponsored activity or program
4. Alcohol and all tobacco products are strictly prohibited inside the Little Library House. Smoking is prohibited in the Little Library House and/or within ten feet of the building.
5. Parking is restricted to those locations designated specifically for parking purposes.
6. Firearms are strictly prohibited unless otherwise permitted by State law.
7. Glass containers and smoking are prohibited.

1776 MEMORIAL PARK POLICIES AND PROCEDURES

1776 Park is a nature park located off FM 2351. The park is comprised of approximately 30 acres of natural parkland, ideal for bird watching and nature study.

1. The Park is available to the public during daylight hours only.
2. Camping is only allowed with a permit from the Community Services Department.
3. Camp fires are allowed with a permit from the Community Services Department and must be approved by the Fire Marshall's Office.
4. Unauthorized motor vehicles are prohibited in the park.
5. Horseback riders and bicycle riders shall stay on designated paths and trails.
6. Fishing is allowed in Clear Creek however, a Texas Parks and Wildlife Department Fishing License is required.
7. Firearms are strictly prohibited unless otherwise permitted by State law.
8. Glass containers and smoking are prohibited.

**RENWICK PARK
SPORTS COMPLEX
POLICIES AND PROCEDURES**

Renwick Park is a multipurpose Sports Complex located at 205 Stadium Drive. Renwick Park Sports Complex is comprised of eight (8) fields utilized for baseball, ~~softball and football.~~

1. Use of the athletic fields shall be primarily restricted to the sport and to the age for which the field was constructed.
2. Use of the fields is intended for group activity. Group activity shall take precedence over individual use; use of fields for games shall take precedence over team or individual practice. Nighttime use of lighted fields shall be reserved for group activity only.
3. Groups qualifying for field use can be either organized league teams or groups who are not organized for league play.
4. Any group utilizing Renwick Park must pay the appropriate fee approved by the Friendswood City Council and/or the Director of Community Services.
5. Any profits derived by the use of the athletic fields, such as the sponsorship of tournaments, shall be donated to an approved charitable organization or civic improvement project.
6. Scheduling of the athletic fields shall be the responsibility of the Director of Community Services. When fields are used for league play, the Director of Community Services may delegate the scheduling responsibility to a designated league official for each field and/or the entire complex for the duration of the permitted use.
7. Each league or organization requesting scheduling privileges for a field shall so notify the Director of Community Services by letter. The letter shall contain the following:
 1. Name, address and phone number of proposed scheduler.
 2. Names, addresses and phone numbers of league officials.
 3. A statement of proposed field usage.
 4. Beginning and end of season dates.

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RENWICK PARK

FIELD REQUEST CONTINUED:

5. Statement of overall program offered.
 6. An estimate of current participation.
 7. Number of resident and non-resident participants.
 8. A statement of any special field use rules to be imposed by the governing league.
 9. A statement of proposed field maintenance, modifications and additions.
 10. A copy of the organization insurance identifying the City of Friendswood as **an additional insured.**
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8. Access to the athletic fields will be limited to the hours of 8:00 a.m. to 11:00 p.m., Monday through Saturday and 12:00 noon to 11:00 p.m. on Sunday. All lights at the park must be turned off before 11:00 p.m. The League President is responsible for ensuring this policy is adhered to at all times.
 9. No motorized vehicles are allowed in the park beyond the parking lot; exceptions include vehicles used for field maintenance or delivery of supplies to fields or concession stand. Authorized vehicles will be issued a permit to enter beyond the entry gate.
 10. Parking is prohibited in all fire lanes.
 11. Skateboards, bicycles, rollerblades, and scooters are prohibited during scheduled events.
 12. Restrooms at the athletic complex will be locked and will be opened by the concession stand operator or the designated league official.
 13. Glass containers and smoking are prohibited.
 14. Firearms are strictly prohibited unless otherwise permitted by State law.

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RENWICK PARK**

LEAGUE AGREEMENTS

1. All Westwood Elementary and Bales Intermediate fields will be scheduled for multi-purpose use.

LEAGUE RESPONSIBILITIES (PRIMARY USER)

1. All field maintenance and ground improvements
2. Clean up of all interior fields
3. Pick up of trash and debris left on ground after games and practices
4. League President is responsible for adhering to the field lights, schedule
5. Upkeep and maintenance of all batting cages

CITY RESPONSIBILITIES

1. Existing lights
2. Existing fences
3. Plumbing of City buildings
4. Parking lot
5. Roadways
6. Mowing
7. Trash pick-up and cleaning of restrooms
8. Existing City buildings

*****ANY AND ALL IMPROVEMENTS/ALTERATIONS TO THE PARK
(Electrical, plumbing, fencing, lighting, etc...,) MUST BE APPROVED BY THE
CITY OF FRIENDSWOOD PRIOR TO THE COMMENCEMENT OF ANY
PROJECT*****

FRIENDSWOOD SPORTSPARK POLICIES AND PROCEDURES

Friendswood Sportspark is a multipurpose Sports Complex located at the corner of FM - 528 and Moore Road in Friendswood. Friendswood Sportspark contains four (4) softball fields, three (3) multi-purpose fields and a restroom/concession facility.

1. Use of the athletic fields shall be primarily restricted to the sport for which the field was constructed.
2. Use of the fields is intended for group activity. Group activity shall take precedence over individual use; use of fields for games shall take precedence over team or individual practice. Nighttime use of lighted fields shall be reserved for group activity only.
3. Groups qualifying for field use can be either organized league teams or groups who are not organized for league play.
4. Any group utilizing Friendswood Sportspark, must pay the appropriate fee approved by the Friendswood City Council and/or the Director of Community Services.
5. Any profits derived by the use of the athletic fields, such as the sponsorship of tournaments, shall be donated to an approved charitable organization or civic improvement project.
6. Scheduling of the athletic fields shall be the responsibility of the Director of Community Services. When fields are used for league play, the Director of Community Services may delegate the scheduling responsibility to a designated league official for each field and/or the entire complex for the duration of the permitted use.
7. Each league or organization requesting scheduling privileges for a field shall so notify the Director of Community Services by letter. The letter shall contain the following:
 1. Name, address and phone number of proposed scheduler.
 2. Names, addresses and phone number of league officials.
 3. A statement of proposed field usage.
 4. Beginning and end of season dates.

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FRIENDSWOOD SPORTSPARK

FIELD REQUEST CONTINUED:

5. Statement of overall program offered.
 6. An estimate of current year's participation.
 7. Number of resident and non-resident participants.
 8. A statement of any special field use rules to be imposed by the governing league.
 9. A statement of proposed field maintenance, modifications and additions.
 10. A copy of the organization insurance identifying the City of Friendswood as **an additional insured.**
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8. Access to the athletic fields for league play will be limited to the hours of 8:00 a.m. to 11:00 p.m., Monday through Saturday and 12:00 noon to 11:00 p.m. on Sunday. All lights at the park must be turned off before 11:00 p.m. The League President is responsible for ensuring this policy is adhered to at all times.
 9. No motorized vehicles are allowed in the park beyond the parking lot; exceptions include vehicles used for field maintenance or delivery of supplies to fields or concession stand. Authorized vehicles will be issued a permit to enter beyond the entry gate.
 10. Restrooms at the athletic complex will be locked and will be opened by the concession stand operator or the designated league official.
 11. Glass containers and smoking are prohibited.
 12. Firearms are strictly prohibited unless otherwise permitted by State law.

LEAGUE RESPONSIBILITIES (PRIMARY USER)

1. Field maintenance and ground improvements
2. Clean up of all ball fields
3. Pick up of trash and debris left on ground after games and practices

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FRIENDSWOOD SPORTSPARK

LEAGUE RESPONSIBILITIES CONTINUED

4. League President is responsible for adhering to the field lights schedule
5. Upkeep and maintenance of all batting cages

CITY RESPONSIBILITIES

- 1 Existing lights
- 2 Existing fences
- 3 Parking lot
- 4 Roadways
- 5 Weekly mowing
- 6 Trash pick-up and cleaning of restrooms
- 7 Existing City buildings

*****ANY AND ALL IMPROVEMENTS/ALTERATIONS TO THE PARK (electrical, plumbing, fencing, lighting, etc...,) MUST BE APPROVED BY THE CITY OF FRIENDSWOOD PRIOR TO THE COMMENCEMENT OF ANY PROJECT*****

**LEAVESLEY PARK
JONES HANGAR
RULES AND REGULATIONS**

Leavesley Park provides building space for wedding receptions, parties, dance rehearsals and other large functions.

1. The facility shall be available for public use in accordance with the following schedule:

Sunday - Thursday 8:00 a.m. - 12:00 a.m.
Friday - Saturday 8:00 a.m. - 1:00 a.m.

2. All activities shall not begin before or end later than the posted hours of operation.
3. The maximum number of people allowed in the facility at any one time is 247.
4. The building will be rented to groups or individual adults on a first-come-first served basis.
5. Under certain conditions the City may require the proof of event insurance naming the City as an additional insured.
6. All activity must adhere to allowable noise levels in accordance with the law pertaining to a residential area.
7. Any group holding an activity that will have 75 or more persons in attendance and/or any activity where alcohol is served, or present, will be required to hire two (2) City of Friendswood Police Officers for security. Contact Friendswood Police Department at (281) 996-3300 to arrange security.
8. Glass containers and smoking are prohibited.

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LEAVESLEY PARK
JONES HANGAR

9. The building may not be leased to a minor. The responsible party must be at least twenty one (21) years of age.
10. Any group using the building shall be responsible for the general clean up of the litter created by their activity. The responsible party must sweep and mop the building and empty all trash containers in the dumpster located outside the facility.
11. Any commercial event where fees are collected shall pay the City 10% of the profits.
12. Fees:

Deposit (100% refundable):	\$500
Janitorial Fee:	\$250
(required for Friday & Saturday evening rentals)	
Non-profit group:	\$25/hr
Resident:	\$60/hr
Non-resident:	\$80/hr
13. Firearms are strictly prohibited unless otherwise permitted by State law.

****Note** Keys to the Jones Hangar must be picked up at the Community Services main office M-F during normal operating hours. Normal operating hours are Monday - Thursday 7:30 a.m. – 5:30 p.m., Fridays 8:00 a.m. – 5:00 p.m. An additional \$25.00 fee will be charged to the user if the keys are requested during non-normal operating office hours.**

CENTENNIAL PARK POLICIES AND PROCEDURES

Centennial Park is a multipurpose Sports Complex located at 2200 S. Friendswood Dr., in Friendswood. Centennial Park contains two picnic pavilions, a ¾ mile hiking/jogging trail, playground, concessions, restrooms, one multipurpose field (with 4-lane, all-weather track), one football field, eight soccer fields, one practice field, and a 3-acre lake.

1. Use of the athletic fields shall be primarily restricted to the sport for which the field was constructed.
2. Use of the fields is intended for group activity. Group activity shall take precedence over individual use; use of fields for games shall take precedence over team or individual practice. Nighttime use of lighted fields shall be reserved for group activity only.
3. Groups qualifying for field use can be either organized league teams or groups who are not organized for league play.
4. Any group utilizing Centennial Park must pay the appropriate fee approved by the Friendswood City Council and/or the Director of Community Services.
5. The Pavilions may be secured for use by permit through the Community Services Department.

Fees:	Resident Rate	Non-Resident Rate
Deposit:	\$200 Clean-up and Security Deposit	\$200
Pavilion:	\$75 Rental Fee	\$175

6. Any profits derived by the use of the athletic fields, such as the sponsorship of tournaments, shall be donated to an approved charitable organization or civic improvement project.
7. Scheduling of the athletic fields shall be the responsibility of the Director of Community Services. When fields are used for league play, the Director of Community Services may delegate the scheduling responsibility to a designated league official for each field and/or the entire complex for the duration of the permitted use.
8. Each league or organization requesting scheduling privileges for a field shall so notify the Director of Community Services by letter. The letter shall contain the following:
 1. Name, address and phone number of proposed scheduler.

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CENTENNIAL PARK

2. Names, addresses and phone number of league officials.
 3. A statement of proposed field usage.
 4. Beginning and end of season dates.
 5. Statement of overall program offered.
 6. An estimate of current year's participation.
 7. Number of resident and non-resident participants.
 8. A statement of any special field use rules to be imposed by the governing league.
 9. A statement of proposed field maintenance, modifications and additions.
 10. A copy of the organization insurance identifying the City of Friendswood as **an additional insured.**
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9. Access to the athletic fields for league play will be limited to the hours of 8:00 a.m. to 11:00 p.m., Monday through Saturday and 12:00 noon to 11:00 p.m. on Sunday. All lights at the park must be turned off before 11:00 p.m. The League President is responsible for ensuring this policy is adhered to at all times.
 10. No motorized vehicles are allowed in the park beyond the parking lot; exceptions include vehicles used for field maintenance or delivery of supplies to fields or storage facility. Authorized vehicles will be issued a permit to enter beyond the entry gate.
 11. Skateboards, bicycles, roller blades and scooters are prohibited in the pavilions and the Columbia Shuttle Plaza.
 12. Fishing is allowed in the lake, no state or local permits are necessary.
 13. Unauthorized watercrafts are prohibited.
 14. Swimming is prohibited in the lake.
 15. Glass containers and smoking are prohibited.
 16. Firearms are strictly prohibited unless otherwise permitted by State law.

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CENTENNIAL PARK

17. Domestic animals are allowed however, strict adherence to the leash and pooper scooper laws will be enforced.
18. Any group with twenty-five or more persons and/or any group that possesses alcohol must secure a permit to utilize the park.
19. Any event with 75 or more people and/or any group that possesses alcohol must secure the services of two (2) City of Friendswood Police Officers to provide security for the event. Call (281) 996-3300 to schedule security.

LEAGUE RESPONSIBILITIES (PRIMARY USER)

1. Responsible for all field maintenance and ground improvements.
2. Responsible for trash and debris left on ground after games and practices.
3. League President is responsible for adhering to the field lights, schedule.
4. Responsible for the upkeep and maintenance of all soccer field goals.

CITY RESPONSIBILITIES

1. Existing lights
2. Existing fences
3. Parking lot
4. Roadways
5. Mowing of fields weekly
6. Trash pick-up and cleaning of restrooms
7. 3-Acre Lake

****ANY AND ALL IMPROVEMENTS/ALTERATIONS TO THE PARK (electrical, plumbing, fencing, lighting, etc.,) MUST BE APPROVED BY THE CITY OF FRIENDSWOOD PRIOR TO THE COMMENCEMENT OF ANY PROJECT****

**EVELYN B. NEWMAN
AMPHITHEATER**

The Evelyn B. Newman Amphitheater provides facility space for Fine Arts productions, community events, special event and private rentals.

1. The hours of operation for the facility will be as follows:

Sunday – Thursday 11:00 a.m. – 10:00 p.m.
Friday – Saturday 8:00 a.m. – 10:00 p.m.

Activities may not begin before the posted hours of operation. The facility must be completely cleaned up and vacated by 11:00 p.m. No music may be played and/or performed after 10:00 p.m.

2. The maximum number of people allowed in the facility (inside the fenced area) at any one time is 1,500.
3. The amphitheater will be rented to groups or individual adults on a first-come-first serve basis. No preference will be given to previous permit holders.
4. Any group holding an activity that will have 75 or more persons in attendance and/or any activity where alcohol is served, or present, will be required to hire two (2) City of Friendswood Police Officers for security. Contact Friendswood Police Department at (281) 996-3300 to arrange security.
5. Glass containers and smoking are prohibited.
6. The grounds and facility may not be rented to a minor. The responsible party must be at least twenty-one years of age.
7. All individuals, groups and/or organizations using the facility will be responsible for cleaning up all litter and debris created by the rental. The responsible party must pick-up all litter and debris and dispose of it accordingly. All trash containers must be emptied and supplied with a new trash liner.

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EVELYN B. NEWMAN AMPHITHEATER

8. Firearms are strictly prohibited unless otherwise permitted by State law.
9. Any event or activity that will have 75 or more in attendance at the facility must provide liability insurance naming the City of Friendswood as an additional insured.
10. Liability insurance naming the City of Friendswood as an additional insured is required for any event selling food.
11. All food vendors must have a valid Galveston County Health Department food license.

12. Fees:	Resident Rate	Non-Resident Rate
Deposit:	\$750 Clean-up and Security Deposit	\$750
Fee:	\$500 Rental Fee	\$750
Janitorial Services:	\$500 (Optional)	\$500 (optional)

Admission Fee: Any event that charges an admission fee shall pay the City of Friendswood 10 % (percent) of the gross receipts from the admission fee and any concessions sold.

13. The City of Friendswood Noise Ordinance must be strictly adhered to at all times. Any deviation from the Ordinance will result in forfeiture of facility, the security deposit and subject to criminal charges to the fullest extent of the law.
14. Permits issued for the use of the amphitheater include all facilities located inside the amphitheater area fence. All other facilities and grounds are subject to additional rental fees.

****Note** Keys to the Evelyn B. Newman Amphitheater must be picked up at the Community Services main office M-F during normal operating hours. Normal operating hours are Monday - Thursday 7:30 a.m. – 5:30 p.m., Fridays 8:00 a.m. – 5:00 p.m. An additional \$25.00 fee will be charged to the user if the keys are requested during non-normal operating office hours.**