



**MEMORANDUM**  
**REGULAR CITY COUNCIL MEETING**  
**July 17, 2023, at 7:00 PM**

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**TO:** City Council

**FROM:** Clerk Aalderink

**DATE:** July 17, 2023

**SUBJECT:** Park Use Policy

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The goal of this policy is to establish written standards for the rental of specific park facilities. The policy further protects the City from potential damages and additional department man hours. The policy limits rental of park assets to only covered structures such as pavilions and gazebos, and the basketball court.

This policy was developed because the existing park reservation permit is unclear about other areas available for rental. Recent park reservation submissions have included requests for reserving ball fields, children's play areas, and pickleball courts. Reservation requests have also been submitted to include requests for the Department of Public Works to power wash chairs, tables, and cement areas of parks.

The policy has been sent to the city attorney and received back with approval.

Motion for consideration:

**Motion to approve the Park Use Policy establishing a set of rules and regulations for the reservation of city public parks.**