

**JOINT FACILITY USE AGREEMENT BETWEEN
THE CITY OF BELLE PLAINE AND
BELLE PLAINE I.S.D. #716**

January 2015 – December 2016

This agreement is to identify the use of the joint facilities between the City of Belle Plaine and Independent School District #716.

Management. In respect to the joint facilities use, the Public Works Superintendent of the City of Belle Plaine and the Building and Grounds Supervisor of I.S.D. #716 shall have the responsibility of carrying out this agreement. Frequent and timely communications is essential between the facility managers.

Community Services Department. The Community Services Director will schedule all recreation activities on the below mentioned facilities and must provide all schedules to the Public Works Superintendent and the Building and Grounds Supervisor.

Liability Insurance. Owners of the facility will provide liability insurance.

City Fields: Tiger Stadium, Heritage, Fountain, Meadow, Prairie

School Fields: Chatfield, Oak Crest, Sports Complex (Football/Track/Tennis)

1.0. LITTLE LEAGUE BASEBALL/SOFTBALL FIELDS – SCHOOL PROPERTY.

School Responsibility.

1. Backstops and bench area fencing.
2. Mowing and trimming of grass.
3. Care of grass – fertilizing, weed control, etc.
4. All repairs (Pertaining to the facilities)
5. Garbage collection during school year.
6. School to pay for all materials.
7. Dragging of fields on a daily basis during the school year.
8. Maintenance – Building and Grounds Supervisor will initiate the following maintenance items:
 - Red rock – add.
 - Red rock tilling/weed control.
 - Red rock grading.
 - Grounds keeping materials, rakes, etc.

City Responsibility.

1. Dragging of fields on a daily basis during the summer.
2. Provide garbage containers, minimum of one per field. Garbage will be collected a minimum of once a week during the months of June, July and August.
3. The City providing manpower, trucks and equipment and the school pays for the material.

Shared School/City Responsibility.

1. Chalk (allocated to each department and programs will be billed for use).
2. Mound clay (city to purchase and allocate back to department)

Community Services Responsibility.

Reserve and schedule the fields and provide information to Public Works Superintendent and the Building and Grounds Supervisor.

1. Reserve and schedule the fields
2. Chalk lines on all fields – individual programs are responsible.
3. Locate base locations and placed seasonally.
4. Provide equipment (bases, rakes, helmets, balls, etc).

2.0. UNION SQUARE BASEBALL FACILITY – CITY PROPERTY.

City Responsibility. Maintain all aspects of the complex

1. Baseball scoreboard.
2. Baseball press box.
3. Grandstand, dug-outs, fencing, light tower – bulbs.
4. Irrigation.
5. Mowing and bagging.

Shared School/City Responsibility.

1. Chalk (allocated to each department and programs will be billed for use).
2. Mound clay (city to purchase and allocate back to department)

Community Services Responsibility.

1. Reserve and schedule the fields and provide information to Public Works Superintendent and the Building and Grounds Supervisor.
2. Reserve and schedule the fields
3. Chalk lines on all fields – individual programs are responsible.
4. Locate base locations and placed seasonally.
5. Provide equipment (bases, rakes, helmets, balls, etc.)

3.0. TENNIS COURTS – SCHOOL PROPERTY. (SOUTH MARKET STREET & W. COMMERCE DR)

School Responsibility.

1. Building and Grounds Supervisor initiates repair needs.

City Responsibility.

1. Electric Bill

Shared School/City Responsibility.

1. Cost shared 50/50 School City for Market Street courts, for court surface, lights and towers, electrical service, nets, meter box, security fencing and electric utility bill.

Community Services/Park Board:

2. Patch and/or Resurface Courts

4.0. SKATING RINK – CITY PROPERTY. (WEST PARK STREET & HICKORY PARK)

City Responsibility.

1. Public Works Superintendent initiates repair needs. Entire city responsibility.
2. Lights.
3. Electric utility bill.
4. Trash removal and portable restrooms.

Community Services Responsibility.

1. Warming house attendant.

5.0. HOCKEY RINK – SCHOOL PROPERTY. (SOUTH MARKET STREET)

School Responsibility.

1. School Building and Grounds Supervisor initiates repair needs. Entire school's responsibility.

City Responsibility.

1. Lights.
2. Electric utility bill.
3. City to maintain ice.
4. Trash removal and portable restrooms.
5. Dog park (seasonal).
6. Hockey boards - ownership and maintenance.

Community Services Responsibility.

1. Goals, nets etc. Schedule if necessary.

6.0. FOOTBALL: Flag, Tackle and Intramural Flag

School Responsibility:

Sports Complex/Chatfield

1. Building and Grounds Supervisor initiates repair needs and maintain fields/Courts.

City Fields (Meadow and Prairie):

1. City Superintendent initiates repairs needs and maintain fields.

Community Services:

1. Equipment and schedule.
2. Coordinate field set up i.e. chalk/cones/equipment.

7.0. POOL:

City Responsibility:

1. City Superintendent initiates repairs needs and maintain pool property.
2. PW Super to manage Pool Manager
3. Pool Manager Requirements
 - a. Day to day activities
 - b. Schedule
 - c. Resolve conflicts
4. Guard License, Training, pool passes and concessions.
5. Initiate Winter Training for next year's staff

Community Services:

Nothing.

8.0. SOCCER

Community Services:

1. Maintains program: i.e. Placement and Removal of Goals, nets, balls, uniforms etc.

City Responsibility:

1. Field Maintenance if program is being played on city fields.

School Responsibility:

1. Field Maintenance if program is being played on school fields.

9.0. AGREEMENT REVIEW AND RENEWAL.

1. This agreement will be reviewed annually prior to March 1 of each year by the designated City and School officials. Everyone on the Committee associated with this agreement will coordinate and review of this document annually.

Adopted by the Belle Plaine City Council
on ____ day of _____, 2015.

Mayor Date

City Administrator Date

City Public Works Superintendent Date

Adopted by the Belle Plaine School Board
on ____ day of _____, 2015.

School Board Chair Date

School Superintendent Date

Bldg & Grounds Supervisor Date