RESOLUTION NO. 2019-097

A RESOLUTION ALTERING THE RAPID CITY PARKS AND RECREATION DEPARTMENT PRIORITY USE POLICY

WHEREAS, the City of Rapid City approved Guidelines for Priority Use of Park and Recreation Facilities on September 4, 2012; and

WHEREAS, those guidelines are no longer useful mechanisms to establish the priority usage of public facilities; and

WHEREAS, the City of Rapid City seeks to revoke the 2012 Guidelines and establish a policy that creates priority use guidelines and eligibility requirements for organization rates and group reservations applicable to just the Roosevelt Swim Center; and

WHEREAS, the Common Council desires to allow the Director of the Parks and Recreation Department to amend this policy without further approval from the Common Council.

NOW THEREFORE, BE IT RESOLVED, by the City of Rapid City that the Guidelines for Priority Use of Park and Recreation Facilities approved on September 4, 2012 are revoked and will no longer be utilized; and

BE IT FURTHER RESOLVED by the City of Rapid City that the following policy concerning guidelines for priority use and eligibility requirements for organization rates and group reservations applicable to the Roosevelt Swim Center is adopted:

Rapid City Department of Parks and Recreation

POLICY

Roosevelt Swim Center: Guidelines for Priority Use and Eligibility Requirements for Organization Rates and Group Reservations

The following policy applicable to the Roosevelt Swim Center establishes guidelines for priority use of the Roosevelt Swim Center and eligibility requirements for organization rates and group reservations. This policy may be amended by the Director of the Parks and Recreation Department.
I. ELIGIBILITY REQUIREMENTS FOR “NONPROFIT SWIM TEAM” AND ORGANIZATION RATES FOR THE ROOSEVELT SWIM CENTER

An organization will be recognized as a “Nonprofit Swim Team” if the organization successfully submits a complete application with the Rapid City Parks and Recreation Department, provides complete documentation supporting the eligibility requirements below, and receives approval of recognition from the Parks and Recreation Department. If an organization is recognized as a “Nonprofit Swim Team,” the organization is eligible to offer ongoing programs at the Roosevelt Swim Center at organization rates. The eligibility requirements are as follows:

1. An organization must be a nonprofit corporation that provides a public swim team available to all Rapid City residents or to all Rapid City residents within the age group being served. The nonprofit corporation must have its principal office located in Rapid City. The organization must be registered and in good standing with the South Dakota Secretary of State as a South Dakota nonprofit corporation.

2. The nonprofit must provide the Parks and Recreation Department with a copy of its South Dakota Secretary of State initial filing as a South Dakota nonprofit corporation. This initial filing will be available for public review. Each year, the nonprofit must submit a copy of the annual report that is submits to the South Dakota Secretary of State’s Office.

3. Head coaches and all assistant coaches working within for the nonprofit are to be trained and/or certified through a program approved by USA Swimming. This training must address values, safety, and liability. Copies of the certifications of all coaches are to be made available on request to the Parks and Recreation Department.

4. A nonprofit shall not discriminate on the grounds of or because of race, color, creed, religion, national origin, sex, marital status, status with regards to public assistance, disability, sexual orientation, or age. The nonprofit shall comply with all aspects of the South Dakota Human Relations Act of 1972 found in SDCL Chapter 20-13 and the Americans with Disabilities Act of 1990.

5. The participants of the nonprofit’s swim team must be comprised of at least 51% Rapid City residents. Rapid City residents are defined as individuals who live in Rapid City, work in Rapid City, or attend school in Rapid City.

6. The nonprofit will provide a State association or National affiliate roster of participation when the nonprofit applies for recognition as a Nonprofit Swim Team and to the Director of Parks and Recreation or his/her designee thereafter every
December and February. A nonprofit that does not have a State association or National affiliate will provide a roster to the Director of Parks and Recreation or his/her designee. The roster must include the name and address of each participant and will be kept confidential by the City. The City may verify this roster for any meet in which the team competes.

7. The City will allow a maximum of two Nonprofit Swim Teams to use the Roosevelt Swim Center. In the event that there are two qualifying Nonprofit Swim Teams, each team will be allocated 50% of the available pool lanes and times, on a seasonal basis. If there is only one Nonprofit Swim Team, that team will be provided access to pools for as many hours as the team requires in order to provide a quality program, subject to the limitations of available pool lanes and times as determined by the Parks and Recreation Department.

8. The Parks and Recreation Department will review requests from such Nonprofit Swim Teams and attempt to provide a fair distribution of the facilities available, taking into account the total needs, uses, and other users of the facility.

9. A signed contract with the Parks and Recreation Department is required for Nonprofit Swim Team use of the Roosevelt Swim Center.

10. Nonprofit Swim Teams that request or schedule a swim meet, revenue-generating clinic, or camp on weekdays or weekends will be charged a fee (different from the normal organization rate) based upon the fee structure established by resolution of the Common Council of the City.

II. ELIGIBILITY REQUIREMENTS FOR GROUP RESERVATIONS

If an organization does not meet the requirements to be considered a Nonprofit Swim Team, then the organization may make reservations at the Roosevelt Swim Center if the organization is composed of a minimum of 51% Rapid City residents. Group reservations are only available for meets and the organization’s practices. Fees for such group reservation usage will be based upon the fee structure established by resolution of the Common Council of the City. A signed contract with the Parks and Recreation Department is required for such group reservation usage.

III. GUIDELINES FOR PRIORITY USE

The following list establishes the order in which programs or organizations get priority of use over other programs or organizations:
PRIORITY I: City programs (examples: summer recreation programs, lesson programs, open swim, special events open to the entire community)

PRIORITY II: Rapid City School District programs (examples: curriculum programs, interscholastic team practices, meets, etc.)

PRIORITY III: Nonprofit Swim Teams (maximum of two)

PRIORITY IV: Group reservations (applicable fees apply)

IV. ADMINISTRATIVE PROCEDURES

1. Fees will be subject to change each year depending on actual cost to provide the services requested. The Parks and Recreation Department will attempt to notify organizations of fee changes.

2. No organization is allowed to sublease City facilities without the written approval of the Director of the Parks and Recreation Department, or his/her designee. The City will not authorize subleasing for profit or for organizations that compete with City programs.

3. Any organization that fails to pay the appropriate fees or fails to provide the information required by this Policy within the time frame specified may lose its status as a Nonprofit Swim Team or may lose the ability to make a group reservation.

Dated this ______ day of ________________, 2019.

CITY OF RAPID CITY

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Mayor, Steve Allender

ATTEST:

_________________________
Finance Officer, Pauline Sumption

(SEAL)