

City of Plymouth

Recreation Department



Ice Arena Use Policy

City Commission Approval 6-2-14

- All outside organizations and governments that use City of Plymouth Facilities MUST list the City of Plymouth as “Additionally Insured” for an amount no less than \$1,000,000.00. The Plymouth Recreation Office must hold a copy of that policy prior to use.
- The City Manager or Recreation Department Representative shall set the Ice Arena use fees. See current fee structure listing.
- Fees for Arena use may be waived by City Administration or the Recreation Department Representative for reasons of:
 1. Outstanding donations to the City for development of those facilities being used.
 2. Outside organizations or governments that provide reciprocating services.
- Organizations that currently rent City Facilities may subcontract Ice Arena use as long as they fulfill the following requirements:
 1. The Recreation Department is notified and approves of the subcontracting.
 2. The subcontracting follows the priority of use.
 3. All required fees are paid for that use.
 4. Insurance requirements are met.
- If City Staff is scheduling ice times for multiple teams within one organization, the City Staff reserves the right to assign the time of the ice usage based on the age of the participants (e.g. - younger teams play earlier in the evening). City Staff can also schedule team ice times by any other extenuating circumstances they see as necessary.
- All requests for Ice Time shall be granted based upon the following priority of use ranking:
 1. City of Plymouth Recreation programs, leagues and events run by the Recreation Department.
 2. Returning organizations that have contracted the Ice Arena during the previous season. *(These organizations shall receive the same amount of ice hours contracted as last season but not necessarily the same time slots. This shall be determined by City Staff to optimize the ice rentals for the arena).*
 3. Returning organizations that are now requesting additional ice times.
 4. Returning organizations that have the greatest number of City of Plymouth resident participants.
 5. Community based Organizations and Governments that have more than 50% participants that are residents of the City of Plymouth.
 6. Community based Organizations and Governments that have more than 50% participants that are residents of the Plymouth Canton School District.
 7. Community based Organizations and Governments.
 8. Non-Community based Organizations and Governments.

- The person signing an Ice Arena rental agreement/contract must be at least eighteen (18) years of age and shall be responsible for all ice rental fees as well as for damages or vandalism caused by anyone in the facility associated with the rental of the Ice Arena. The Renter's Ice Arena contract may be revoked until all delinquent financial responsibility has been fulfilled.

- The City Recreation Department reserves the right to decline a request for ice rental or suspend / revoke a current contract for any team that has exhibited inappropriate behavior. This would include but is not limited to:
 - Public Misconduct
 - Fighting
 - Vandalism
 - Illegal Drug and Alcohol use
 - Theft
 - Racial discrimination or intimidation

- The Renter agrees and will be responsible for all members of their team or association to uphold the Ice Arena Resurface Safety Policy as adopted by the City of Plymouth Commission.

- One hour of ice rental equals 50 minutes of actual ice time and 10 minutes of resurfacing. One and a half hours of ice rental equals 80 minutes of actual ice time and 10 minutes of ice resurfacing.

- Ice Rental time may be delayed or rescheduled due to unforeseen public safety circumstances.

- The Recreation Department will not issue refunds or credits for delays that it deems reasonable as pertains to emergency health services.

- All admission fees, fundraising and other sales (including concessions) in the Ice Arena must be approved by the Recreation Department and may be subject to additional fees to be paid to the City of Plymouth.