



Parks Committee Meeting Agenda **Thursday, March 27th, 2025 @ 6:00 PM**

Committee Members:

- Missy Haff-Councilmember/Diamond Club
- Roman Siltman-Councilmember/Commissioner/4H
- Jory Carlson-Councilmember
- Ric McClary-Retired PLPD Reserve Officer
- Jon Lubke-CWC Commissioner
- Terry Palmer-VFW Post 3839
- Don & Marna Lohse-Lions Club
- Diane Hamen – Resident
- Ben VonBank –Diamond Club

City of Jenkins
33861 Cottage Avenue
Jenkins, MN 56474
(218) 568-4637
www.cityofjenkins.com

Join Zoom Meeting
<https://zoom.us/join>
Meeting ID: 353 029 2985
Password: 56474
Dial by location: (312) 626-6799 (US Chicago)

NOTE: Printed materials relating to agenda items are available for public inspection in a three-ring binder by Council Chamber entrance.

1. New Business
 - a. Cemetery Flags for Veterans
2. Unfinished Business
 - a. Fundraising
 - i. Easter Egg Hunt
 - ii. Movie in the Park
 - iii. Other fundraising ideas
 - iv. New Land Acquisition
 - b. Ballfield Lease Agreement Review
 - i. Diamond Club & ISD 186 Duty & Responsibility Agreements Review & Discussion
 - c. Concession Stand/Park Pavilion/Ballfield Rental Agreements
3. Miscellaneous/Communication
4. Adjournment



AGENDA ITEM # 2ai

REPORT TO PARK COMMITTEE

Prepared by: Cassandra Delougherty
Date: March 25th, 2025
Subject: Easter Egg Hunt

Report: The image below is the insert that was included in the City Newsletter to inform residents of the upcoming Easter egg hunt. As you see, the insert states that more details will be available on our website soon. I can also send out an informative message via TextMyGov, if that is the will of the Committee.



Requested Action: Determine what information staff should provide on the website regarding the Easter Egg Hunt. Please include meal plan, age ranges, whether or not there will be an alternate date or location, in the event of inclement weather, and other information you would like provided.



AGENDA ITEM #

2aii

REPORT TO PARKS AND REC

Prepared by: Krista Okerman
Date: March 25, 2025
Subject: Movie in the Park

Report: Attached please find information on copyrighting and possible funding options for a Movie in the Park event. Licensing is available on a per movie, per day basis. The fees will vary depending on your title selection and anticipated crowd size. I am waiting on a quote just to get a general idea and will pass on that information when I get it. I am also looking into the possibility of using PRAF funds for this. One of the allowable expenses for the gambling funds is for activities for youth under 21. If a “theme” was chosen, such as “Earth Day” or “Water Safety”, it could be used as an educational opportunity for those subjects with movie titles that coincide with the theme.

Budget Impact: TBD

Park and Rec Committee Action Requested: Discussion and recommendation as needed.



What Your Organization **NEEDS TO KNOW** About the Public Performance of **MOVIES.**



WHAT IS CONSIDERED A PUBLIC PERFORMANCE?

The concept of “public performance” is central to copyright and clearly defined by the law. For films, this means that anytime a movie is shown outside of someone’s home, it must be properly licensed.

WHAT THE LAW SAYS

The Federal Copyright Act (Title 17, United States code, Public Law 94-553, 90 Stat. 2541) governs how copyrighted materials, such as movies, may be utilized publicly. The rental, purchase, lending or download of a movie does not grant the right to exhibit it publicly outside the home, unless the screening is properly licensed.

This legal copyright compliance requirement applies to everyone, regardless of whether admission is charged, whether the institution is commercial or non-profit or whether a federal, state or local agency is involved. This means colleges, universities, public schools, public libraries, daycare facilities, parks, recreation departments, summer camps, churches, private clubs, prisons, lodges, businesses and more all must properly license movies to show them publically.

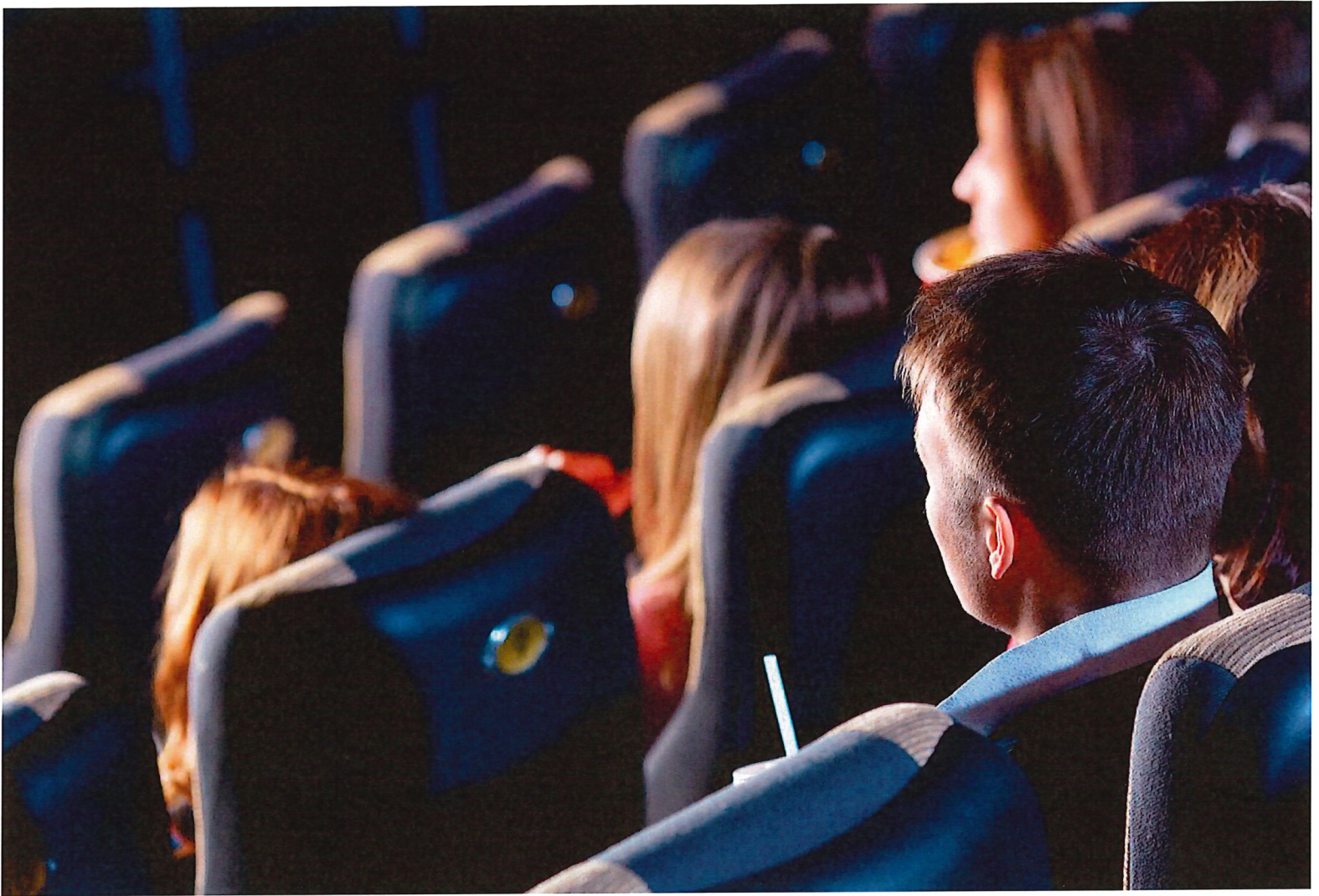
Movie studios own the copyrights to the films they produce, and their agents are the only parties who are authorized to license their content. No other group or person has the right to exhibit or license exhibitions of copyrighted movies. Copyrighted movies borrowed from other sources such as public libraries, colleges or personal collections cannot be used legally for showings on any site which is not properly licensed.

WHY LICENSING?

Funds from licensing costs consist of royalties, which is the money paid to authors, computer programmers, playwrights, musicians, inventors, movie producers and more out of the proceeds from the sale, performance or use of their work. Nearly everyone participating in a movie production depends on these royalties as payment for any work performed.

If these men and women lose ownership of their work and do not receive revenue, much of which is collected through licensing fees, there would be little incentive for them to continue to invest their time, research and development costs to create new songs, plays, shows and other forms of entertainment. In terms of films, unauthorized use of a movie outside of the home prevents those who worked hard from receiving their just compensation.

The licensing fee for your public performance includes royalties to the entire cast and crew who worked on the movie from start to finish. If you have any doubts about these statements regarding copyright, please consult your copyright attorney to have legal questions answered or verified.



THOSE WHO VIOLATE COPYRIGHT LAW CAN BE PROSECUTED — CONSULT YOUR LEGAL COPYRIGHT ADVISOR OR ATTORNEY

The Motion Picture Association of America (MPAA) and its member companies are dedicated to stopping film and video piracy in all its forms, including unauthorized public performances and illegal downloading. Motion picture companies will go to court to ensure their copyrights are not violated, so avoid the possibility of embarrassing publicity and fines by consulting your legal copyright compliance advisor or attorney if you are uncertain about your responsibilities under copyright law.

FREQUENTLY ASKED QUESTIONS

DO I NEED A LICENSE IF I'M SHOWING THE MOVIE FOR EDUCATIONAL PURPOSES, FOR EXAMPLE AS PART OF A Q&A?

Yes! You need a license unless you meet all the educational exemption requirements noted.

DO WE NEED A LICENSE EVEN IF WE DON'T CHARGE ADMISSION?

Yes! A license is required for all public performances regardless of whether admission is charged.

WHAT IF A DVD SUPPLIER, STREAMING SUPPLIER OR EQUIPMENT PROVIDER SAYS IT IS OKAY TO EXHIBIT RENTED OR PURCHASED MOVIES?

These suppliers rent and sell movies for "Home Use Only" and cannot provide legal permission for use outside the home. You can only obtain licensing directly from a licensor (such as Swank Motion Pictures, Inc.), not from a third party.

WHO BEARS THE RESPONSIBILITY IF A FILM IS SHOWN WITHOUT A LICENSE?

The management of the venue or premises where the movie is shown bears the ultimate responsibility and consequences of copyright infringement. However, anyone involved with the public performance of copyrighted material could be implicated.

I OWN THE MOVIE. DO I STILL NEED A LICENSE TO SHOW IT OUTSIDE MY HOME?

Yes! The rental, purchase, lending or download of a movie does not provide the right to exhibit it publicly outside the home, unless the screening is properly licensed. This includes streaming.

I WANT TO SHOW A MOVIE THAT'S BEEN OUT ON DVD FOR MANY YEARS. DO I STILL NEED A LICENSE?

Yes! Copyright pertains to all movies regardless of the year it was produced.

IF I PURCHASED A LICENSE TO SHOW A MOVIE, CAN I SHOW THAT MOVIE WHENEVER I WANT?

No. Licenses are for a specific, designated time frame mutually agreed upon by the licensee and Swank Motion Pictures.

A SMALL GROUP IS HAVING AN INFORMAL GATHERING IN OUR FACILITY. DO WE STILL NEED A LICENSE?

Yes! A license needs to be obtained regardless of the number of people attending the screening if the movie is being shown outside the home.

Studios Swank Represents



NBCUniversal



STX
ENTERTAINMENT

LIONSGATE



A24

MIRAMAX



RELATIVITY



RADIUS TWC



ALCHEMY



GLOBAL ROAD
ENTERTAINMENT



IMAGE
ENTERTAINMENT

BROADGREEN
PICTURES



amazonstudios



FilmRise

FOCUS
FEATURES



Gravitas
Ventures

IFCFilms

Swank Motion Pictures provides both public performance licensing rights to numerous non-theatrical markets, including U.S. colleges and universities, worldwide cruise lines, K-12 public schools, libraries and more.



OTHER SOURCES

for information on copyright...

THE MOTION PICTURE ASSOCIATION (MPAA)

www.mpaa.org

Office of the Chairman and CEO
1600 I St., NW
Washington, DC 20006
(202) 293.1966

SWANK
MOTION PICTURES, INC.

1.800.876.5577

10795 Watson Road • St. Louis, Missouri 63127
www.swank.com

Securing Funding for
Your Movie Program:

A Complete Guide



Securing funding for an ongoing movie program in your community requires a strategic approach, but it doesn't have to be difficult. Below is a detailed guide that will help you navigate the process successfully.

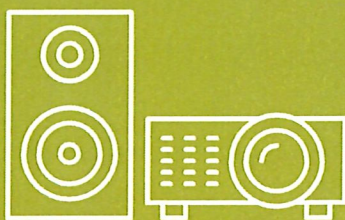
1



Reach Out to Local Businesses for Sponsorship

- **Approach Strategy:** When reaching out to local businesses for sponsorship, it's important to highlight the benefits they'll receive in return. For example, businesses can purchase advertising space at your event, which can include commercials before the film, logos on promotional materials such as flyers and posters, or the opportunity to have a table at your event to showcase their products or services.
- **Target Relevant Businesses:** Consider partnering with businesses that are relevant to the movie's theme. For instance, if you're screening "Barbie," you could partner with local salons, toy stores, gyms, boutiques and beauty stores. These businesses can offer relevant products or services that tie into the theme of the movie, making the sponsorship more appealing to them.
- **Utilize Resources:** Take advantage of free customizable Sponsorship Guides available on the Resource Hub page of the Swank website.
- **Swank Tip:** Some of the most common businesses that we see sponsoring events include banks, real estate agents and insurance agents.

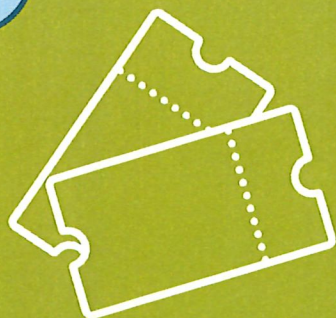
2



Consider In-Kind Sponsorships

- **Identify Needs:** Determine equipment and supply needs for your movie program, such as projectors, screens, sound equipment and snacks.
- **Approach Businesses:** Ask local businesses for in-kind donations instead of monetary sponsorships. Highlight the value of their contribution to the community.

3



Charge Admissions

- **Admission Strategy:** Decide on a suitable admission fee for your movie events. Consider offering discounts for early bird tickets or group purchases.
- **Consultation:** Seek advice from your Swank Account Executive on implementing admission fees and pricing strategies.

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By leveraging these resources and conducting thorough research, you can identify grant options and donation opportunities in your state to support your ongoing movie program and community events.

Apply for Grants and Seek Donations

- **Research Opportunities:** Explore cultural grants offered by local and state governments to promote community events. You can start by visiting the official websites of your state's arts council or cultural affairs department. These websites often provide comprehensive lists of available grants, application guidelines and deadlines.
- **State Resources:** Each state might have its own set of grant programs specifically designed to support community events, cultural initiatives or arts programming.
For example:
 - **California:** Visit the California Arts Council website (<https://www.arts.ca.gov/>) to learn about grant opportunities available for community arts projects and events.
 - **New York:** Explore grant programs offered by the New York State Council on the Arts (<https://arts.ny.gov/grants>) to support arts and cultural activities in communities across the state.
 - **Texas:** Check out the Texas Commission on the Arts website (<https://www.arts.texas.gov/>) for information on grant programs aimed at fostering arts engagement and cultural diversity in Texas communities.
- **Philanthropic Donations:** In addition to government grants, consider reaching out to local philanthropists, businesses or foundations that are passionate about supporting community-building events. Research local foundations or charitable organizations that align with your mission and reach out to inquire about potential donation opportunities.

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Engage the Local Community

- **Event Fundraisers:** Organize pre-event fundraisers like bake sales, garage sales, fun runs, or themed parties. Ensure proceeds from these activities directly fund your movie program.
- **Community Involvement:** Encourage local residents to participate and support your fundraising efforts, fostering a sense of community ownership.

Additional Tips:

- **Community Partnerships:** Collaborate with local organizations, schools or community centers to co-host movie nights, expanding your reach and potential for funding.
- **Social Media Promotion:** Use social media platforms to promote your movie program and fundraising events, engaging with the community and attracting sponsors.

By following these tips and utilizing the suggested resources, you can secure funding for your ongoing movie program and create memorable community events for years to come.



AGENDA ITEM #

261

REPORT TO PARK COMMITTEE

Prepared by: Cassandra Delougherty
Date: March 24th, 2025
Subject: Ballfield Duty & Responsibility Agreement-Diamond Club

Report: The Diamond Club has added Clerk Okerman to their calendar, and they will be starting practice at the Jenkins Ball field soon. The Duty & Responsibility Agreement has yet to be reviewed for the 2025 season.

Josh Barnes, President of the Diamond Club, would like to know if we would like them to contribute to both the satellite rentals and Concession Stand use?

Our Insurance Agent has stated that we must **require** any party utilizing the Jenkins Ball Field Concession Stand to have a current, active, Certificate of Liability Insurance (with the City of Jenkins listed as a named-insured) on file.

Requested Action: Determine your recommendations for the editing of the attached document, if any. **Determine if costs should be associated to the Diamond Club for utilizing the field, or what contributions, if any, we would like from them.**

**DIAMOND CLUB AND THE CITY OF JENKINS
COUNTY OF CROW WING
STATE OF MINNESOTA
DUTY & RESPONSIBILITY AGREEMENT**

Intent

This Agreement is to ensure that all parties are aware of their roles and responsibilities concerning usage of the Jenkin's City Ball Field.

Purpose

The purpose of this Agreement is to provide the basis for and outline the terms and conditions upon which The Diamond Club and City will exercise public works services within the boundaries of the City Ballfield. The Diamond Club and City hereby engage each entity to provide such services in accordance with and subject to the terms of this agreement.

Administration and Services.

The Administration of public works services under this Agreement shall be the sole responsibility of the City. It is further agreed that the Jenkins City Clerk or his or her designee, shall confer with the Diamond Club or his or her designee, when requested by either party, on any matter relating to public works services being provided pursuant to this Agreement.

Workers' compensation

Each party shall be responsible for injuries or death of its own personnel. Each party will maintain workers' compensation insurance or self-insurance coverage, covering its own personnel while they are providing assistance pursuant to this agreement. Each party waives the right to sue any other party for any workers' compensation benefits paid to its own employee or volunteer or their dependents, even if the injuries were caused wholly or partially by the negligence of any other party or its officers, employees, or volunteers.

Damage to equipment

Each party shall be responsible for damages to or loss of its own equipment. Each party waives the right to sue any other party for any damages to or loss of its equipment, even if the damages or losses were caused wholly or partially by the negligence of any other party or its officers, employees, or volunteers.

Liability

The Diamond Club agrees to defend and indemnify the City against any claims brought or actions filed against the City or any officer, employee, or volunteer of the City for injury to, death of, or damage to the property of any third person or persons, arising from the performance and provision of assistance in responding to a request for assistance pursuant to this agreement.

The purpose of creating this duty to defend and indemnify is to simplify the defense of claims by eliminating conflicts among defendants, and to permit liability claims against multiple defendants from a single occurrence to be defended by a single attorney.

Scope and Description of Services.

By Diamond Club

- The Diamond Club shall provide all chalking and dragging of the field prior to use.
- The Diamond Club shall sign up per Google calendar to schedule games and practices at the beginning of the 2025 season indicating dates and durations of use, to which the City shall have access to.
- The Diamond Club shall ensure that the field and surrounding area is left in proper order upon completion of each use, leaving no trash or debris on or around the field and stands.

By City of Jenkins

- The City of Jenkins will provide all regular and routine field mowing, fertilizing, weed control, and maintenance of irrigation system. The City will also provide any replacement parts associated to the maintenance listed in this section.
- The City shall provide 1 (one) porta-potty for the baseball season (April-August).
- The City shall provide 1 (one) refuse cart serviced by Pequot Lakes Sanitation for the duration of the baseball season (April-August).
- The City shall pay the electricity costs associated to the ball field pump house and irrigation.

Other responsibilities.

.....
Insurance: As a condition precedent to the effectiveness of this agreement, Diamond Club at its sole cost and expense, shall obtain and maintain in force, a general liability insurance against all claims or injuries to person(s) or damage(s) to property occurring during an event or upon the premises. By signing this form, the User declares that the User has obtained an insurance policy meeting the terms of this agreement. A copy of the Certificate of Insurance is required to be submitted prior to the start of the 2025 season.

Materials: Materials, other than what is required for routine and emergency maintenance, porta potty rentals, and electricity, will be the responsibility of the Diamond Club, such as chalking, dragging the field and advertising banner related materials. The City will provide a storage area for these items at no cost to the Diamond Club. A good will donation from the Diamond Club to go towards any of the routine maintenance or other items listed would be welcome.

Repairs: Repairs shall be completed by the City of Jenkins Public Works Department upon availability of staff. It is the responsibility of the Diamond Club to inform the City immediately in the event that a repair is necessary.

Duration: This agreement will be in force for the 2025 Baseball season upon execution of this agreement. Any party may withdraw from this agreement upon thirty (30) days written notice to the other party to the agreement.

Default: It is agreed that if the Diamond Club or any user members should fail, neglect and/or refuse to keep and perform any of the conditions or agreements contained in this Agreement, the City, depending on the gravity or severity, may cause this agreement to be terminated, without liability to the City.

Execution: Each party hereto has read, agreed to and executed this Duty & Responsibility Agreement on this _____ day of _____, 20_____.

Diamond Club:

City:

By: _____
Its President

By: _____
Andrew J. Rudlang, Mayor

By: _____
Its Vice President

By: _____
Krista A. Okerman, City Clerk

DRAFT



AGENDA ITEM #

2c

REPORT TO PARK COMMITTEE

Prepared by: Cassandra Delougherty
Date: March 24th, 2025
Subject: Concession Stand Rental

Report: Park Committee Member Haff requested that staff research local cities rental agreements and pricing to determine an appropriate charge for the concession stand. Staff have found that pricing ranges from \$50-\$350 per day depending on amenities, and whether the organization is local and/or has non-profit status.

At that time, the Parks Committee recommended that both the Concession Stand and Veteran's Park Pavilion require a rental fee of \$25.

I have attached a draft agreement for your review. If the recommendation is to have both pavilion and concession stand rental charges the same, the attached agreement will be edited to include use of the Veteran's Park Pavilion. The lease agreement reflects the City Hall lease agreement, for the sake of continuity.

Our Insurance Agent has stated that we must **require** any party utilizing the Jenkins Ball Field Concession Stand to have a current, active, Certificate of Liability Insurance (with the City of Jenkins listed as a named-insured) on file.

Requested Action: Determine if you would like to recommend the rental fee and security deposit amounts required for concession stand rental, or recommend editing the Lease Agreement.

**JENKINS BALL FIELD CONCESSION STAND
LEASE AGREEMENT AND FEE SCHEDULE**
Jenkins Ball Field Location- 2999 Pine Tree Street
Jenkins City Clerks Office- 33861 Cottage Avenue,
Jenkins, MN 56474 (218) 568-4637

Today's Date: _____ Tax Exemption (Non-Profit) ID# _____

Type of Event: _____

Event Date: _____

Name: _____

Address: _____

Phone Number (s): _____

Email: _____

CONCESSION STAND RENTAL CHARGES-FULL DAY

- | | |
|--|-----------------|
| <input type="checkbox"/> Jenkins Residents | \$ <u>25.00</u> |
| <input type="checkbox"/> Local Non-Profits | \$ <u>25.00</u> |
| <input type="checkbox"/> All other | \$ <u>50.00</u> |

ADDITIONAL CHARGES

- ☐ Clean up (if items on checklist are not performed) \$50.00

****Deposit and clean up fee will be cashed upon receiving a signed lease agreement. After a determination that no damage or additional cleanup was needed, a full refund will be made to the tenant. If there was additional cleanup or damage repairs, a refund for the remaining balance will be issued to the Tenant.

Total Rental Charges \$ _____

Deposit Paid \$ _____

CONCESSION STAND CLEANUP CHECKLIST

*Cleaning supplies are in the concession stand, including broom and extra garbage bags.

Concession Stand

- ☐ Concession stand wiped down and swept up.
- ☐ All litter picked up and placed in garbage cans.
- ☐ Tables wiped off.
- ☐ Any full garbage bags outside of cans can be placed in the red garbage bins located by the maintenance shop at City Hall.

1. **Lease Agreement made on** _____
2. **Parties:** City of Jenkins as Owner and _____ as Tenant(s).
3. **Leased Property:** The Owner agrees to lease to the Tenant the Jenkins Ball Field Concession Stand.
4. **Lease Term:** The term of this lease is for: Date _____, from (time) _____ to (time) _____.
All Tenants shall be out of the Concession Stand and Ball Field Area no later than 10:00 PM
5. **Rent:** The rent for this property is (based on fee schedule on page 1) \$ _____ payable in full 5 days prior to the rental date.
6. **Security Deposit:** Tenant shall deposit with the City of Jenkins the sum of \$50.00 before using the Concession Stand property, as a security deposit. The City shall mail the deposit to the Tenant within 30 days after expiration of the Lease Term so long as the property has not been damaged by the Tenant (or guests of the Tenant) or Tenant's negligence, and is conditional upon the Tenant cleaning up and leaving the Concession Stand in as good a condition as it was before the Tenant took possession. If there is any damage to the Concession Stand by the Tenant, the security deposit will be used to pay for the actual damages and clean-up costs incurred by the City in repairing the damage to the Concession Stand. Any costs incurred by the City in excess of the security deposit shall be reimbursed by Tenant to Owner. Your date is secured upon receipt of your security deposit.
7. **Confirmation:** Lease agreement will only be valid once you have received a signed agreement by a City official.
8. **Use of Property:** The property shall be used for _____ and for no other purpose without the written consent of the Owner.
9. **Key Codes:** Smart lock key codes are not to be given out to anyone other than the tenant signing this agreement. Tenant is responsible for keeping the 4 digit smart code safe.
10. **Sublease:** The Tenant may not sublease the property without the written consent of the Owner.
11. **Tenant's Maintenance Responsibilities:** The Tenant agrees to clean up the Concession Stand area and pay for any damages to the Concession Stand area during the lease term.
12. **Fee Schedule:** Listed on page 1 of this agreement is the current Rent & Fee Schedule adopted by the City of Jenkins.
13. **Adult Supervision:** All activity must have adult supervision.
14. **Capacity:** The capacity of the Concession Stand will not exceed 4 pursuant to the State Fire Marshall.
15. **Consumption of Alcohol:** The use and/or sale of alcoholic beverages is not permitted.
16. **Smoke Free Facility:** Tenant agrees that the Jenkins Ball Field and Concession Stand area is a smoke free facility. Tenant agrees that neither Tenant nor any of the Tenant's guests, invitee, or licensees shall smoke cigarettes, marijuana, illegal drugs or any other form of tobacco on the premises while this lease is in effect.

17. **Remedies for Default:** If Tenant violates any of the terms of this lease; Tenant may be evicted immediately and without prior notice. If Tenant violates the term of this lease, but Owner does not sue or evict Tenant; Owner may still sue or evict Tenant for any violation of any term of this lease. If Owner brings any legal action against Tenant, Tenant must pay Owner's actual attorney fees and court costs, even if rent is paid after the legal action is started. Owner's and its authorized agents may enter the property at any reasonable time to inspect, improve, maintain, repair the property, or do other necessary work or to show the property to other potential Tenants. Owner may use its legal rights and remedies in any combination. By using one or more of these rights or remedies, Owner does not give up any other rights or remedies as may have.
18. **Pets:** Tenant may not keep or allow animals or pets of any kind on the property off-leash, and must properly dispose of any waste.
19. **Tenant Covenants:**
- Not to act in a loud boisterous, unruly or disorderly or disturb the right of guests or other residents in the neighborhood or to allow his/her guest to do so;
 - Not to use or store on the property any flammable or explosive substances;
 - Not to interfere in the management and operation of the Ball Field;
 - Not to allow Tenant's guests to bring alcohol into the Ball Field/Concession Area;
 - Not to place on walls or allow Tenant's guests to place on the walls, any tape, racks, nails, signs, ads, or decorations. Command strips will not be used; No confetti, glitter or containers that have glitter as part of the outside shall be used; Tenants shall remove all items that were used to decorate. This includes but not limited to fishing line, fine wire or plastic clips.
20. **Insurance:** The User is required to obtain liability insurance for the Event. User agrees to obtain at least a \$1,000,000 liability insurance policy. The User agree to provide a certificate of insurance to the City showing the required coverage at least seven (7) days prior to the Event and naming the City as an Additional Insured.

By signing this Lease Agreement, the Tenant is agreeing to all of the terms listed above.

Signature of Tenant

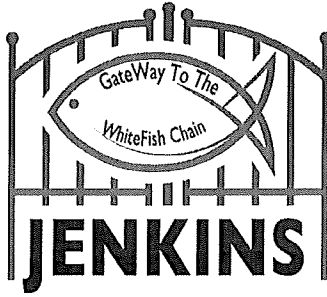
Date

Print Name

Signature of City Official

Date

****Please make checks payable to: City of Jenkins, 33861 Cottage Avenue, Jenkins, MN 56474**



City of Jenkins, 33861 Cottage Avenue
Jenkins, MN 56474
Phone: (218)568-4637

Facilities Reservation Agreement

ALL RESERVATIONS ARE SUBJECT TO THE RESERVATION POLICY CONCERNING JENKINS' PROPERTIES. PLEASE REVIEW THE CONDITIONS BEFORE PROCEEDING FURTHER.

Check one

Name: _____ Resident: ☐ Non-resident: ☐

Address: _____

City: _____

State: _____ Zip: _____ Phone: _____

Facility Desired:

Check one: Veterans Park Picnic Shelter: ☐ Ballfield: ☐

Date requested: _____ Time: _____

CITY OF JENKINS RESERVATION POLICIES

1. You must be 21 year of age to reserve the facility and responsible adult supervision must be provided at all times to insure that the facility and surrounding grounds are utilized in a safe and orderly manner.
2. All motorized vehicles must be left in designated parking areas.
3. Animals are allowed on a leash AT ALL TIMES and you must use the waste disposal stations to clean up after your pets.
4. No camping is allowed.
5. No glass containers allowed in the park area.
6. Rental facilities hours open not earlier than 9 AM and closed at 10 PM

7. No firearms or explosives, (includes fire crackers and BB guns).
8. No use of the ball field on game days for the various ball teams. ALL TEAMS HAVE FIRST PRIORITY TO USE THE BALL FIELD.
9. Park and playground equipment will remain open to the public.
10. No parking on grass areas unless designated by City Staff.
11. Selling of alcoholic beverages is prohibited.

GENERAL CLEAN-UP CHECK LIST

Pick up all litter	Use garbage cans provided for all garbage
Clean off picnic tables	Clean off picnic shelter counter
Remove all party decorations	Leave facility as you found it

PLEASE LEAVE THE RESTROOM FACILITIES IN AS GOOD CONDITION AS WHEN YOU ARRIVED.

Agreement: I have received, read and agree to abide by policies, as well as all conditions on this application including policies on this agreement.

Signature of applicant: _____ Date: _____

Issued by: _____ Date: _____

RENTAL FEES:

Jenkins Residents= \$25

Local Non-Profits= \$25

All Others= \$50

Please make checks payable to City of Jenkins.

Thank you and enjoy your day in Jenkins!!!!

If you have any questions during the day of your rental please call the following:

Roger – (320)761-6895 (Please use for **emergencies** only.)