



SAINT REGIS MOHAWK TRIBE

Generations Park Usage Policy

30 Business Park Dr.

Akwesasne, NY 13655

Phone: (518) 358-9009

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1. PURPOSE

- 1.01 The primary purpose of the Generations Park is to provide a safe and healthy environment that can be utilized by community members, groups and organizations and Tribal Programs for a variety of recreational events and special functions to promote a positive Akwesasne.

2. POLICY STATEMENT

- 2.01 This policy is meant to ensure fair and equitable access to the Generations Park facilities, to ensure the facilities are treated respectfully by users and to describe specific guidelines under which various Generations Park facilities may be reserved for special events. This policy is subject to change without notice.

3. GENERATIONS PARK COORDINATOR

The Generations Park Recreation Coordinator shall be responsible to administer this policy.

4. SPACE AVAILABILITY

- 4.01 The following spaces are available to be reserved in accordance with this Policy:
- a) The Generations Park Main Athletic Field
 - b) The Practice Field
 - c) The Walking Trail Field
 - d) Travis Solomon Memorial Lacrosse Box
 - e) Tewathahita Walking Trail
 - f) Pavilion
 - g) Concession

4.02 The following spaces may not be reserved:

a) The Generations Park Playground

b) The Travis Solomon Memorial Lacrosse Box will be designated for OPEN FLOOR TIME on Mondays, Wednesdays and Sundays.

4.03.1 Restrooms will be available for public use at all times.

5. RESERVATION PROCEDURES

5.01 Generations Park Application form must be submitted to the Generations Park Recreation Coordinator at least ONE MONTH IN ADVANCE of event to ensure proper event planning protocol. Large events (120 + people) must communicate with Park Coordinator as early as possible about their event. 90 days prior to the event is the general guideline.

If applicant is an organization such as a sports league, a certificate of insurance naming the Saint Regis Mohawk Tribe as additional insured must be provided along with application.

Individual youth sports teams are not required to purchase insurance to utilize park facilities

User groups are notified that all Park facilities are “Play at your own Risk”

5.02 Concession Stand & Pavilion Use

a) The concession stand and pavilion are available for Akwesasne community non-profit use. User groups are expected to clean the facilities after use. Failure to do so may result in restricted access for that same user group in the future.

b) User groups may be asked to pay a fee for propane if used excessively or for long periods (multiple dates). Sustained commercial use of pavilion requests require discussion and approval by SRMT Executive Director, in consultation with Recreation Coordinator.

c) User groups must contact Recreation Coordinator to book use of concession stand and/or pavilion at least one week in advance.

5.03.1 Bookings will be made on a first come first serve basis pending availability and all appropriate paperwork is completed and submitted. No reservations will be made without a completed application.

5.03.2 Saint Regis Mohawk Tribal community programs shall have priority preference for reservation dates and times of use.

5.03.3 The Generations Park application does not guarantee facility use. Applications will receive approval or denial notification by telephone and/or e-mail from the Generations Park Office.

5.06 Generations Park reserves the right to deny, cancel or postpone utilization of the facility for any of the following reasons:

- a) If the function will interfere with Generations Park area maintenance or cause excessive wear & tear to park facilities and grounds
- b) If Generations Park Recreation Coordinator, in consultation with SRMT Safety Officer, believes that any activity planned will jeopardize the safety of participants, community members or staff; Wind & temperature considerations will be involved in such decisions
- c) For violating rules General Rules of Use
- d) For previous misuse of facility or grounds

6. CHANGES & CANCELLATION POLICY

6.01 Organizations or groups must notify Generations Park Recreation Coordinator immediately if the activity is cancelled. An additional application may be required to reschedule event.

7. APPROVED USER

7.01 It is the responsibility of the Generations Park Recreation Coordinator to oversee and administer this policy. The Recreation Coordinator will implement the following guidelines:

- a) Generations Park may be utilized by Saint Regis Mohawk Tribe Programs, community members and other user groups subject to availability.
- b) Priority for use will be given to youth groups and programs focused on youth health & wellness
- c) Entities not affiliated with the Saint Regis Mohawk Tribe may apply for facility use and are subject to approval. Such groups must meet the following criteria:
 - General objectives must align with the goal of Generations Park: to promote a safe and healthy environment for recreational activities
 - Utilize the facility for community-based events, workshops, and other special events, etc.
 - Abide by the General Rules and Code of Conduct

8. GENERAL RULES OF USE:

- 8.01 Alcohol and illegal substances are not permitted anywhere on or around Generations Park grounds.
- 8.02 Cigarettes and other tobacco products are not permitted anywhere on or around Generations Park grounds.
- 8.03 Facilities may be rearranged to accommodate the reserved function, but must be returned to the original configuration. The set-up of the space is the sole responsibility of the user. Generations Park staff may be available to assist with set-up during business hours or upon prior arrangement.
- 8.04 Generations Park is not responsible for cleaning of the reserved locations after events. All locations must be left clean and in good working order at the close of the rental period
- 8.05 It is the responsibility of the coordinating party to consult the Saint Regis Mohawk Tribe-Compliance Department for events expected to draw over 150 individuals.

9. WEEKEND ACTIVITES

- 9.01 Generations Park will be unlocked by a Generations Park staff 15 minutes prior to activity. There will be no keys issued. All children under the age of 18 require supervision by a responsible adult.

10. EQUIPMENT

- 10.01 In the event that equipment or special accommodations are needed, it must be requested at a Pre-Event Planning Meeting.
- 10.02 Bounce Houses and water slides are not permitted anywhere in the park.

11. ON-GOING ACTIVITIES

- 11.01 Groups that utilize Generations Park for ongoing activities will be subject to a “Three Strikes” Policy regarding policy infringements.
 - a) First incident = warning letter
 - b) Second incident=warning letter and verbal notice
 - c)Third incident=loss of privilege
- 11.02 Regular park volunteers may be subject to a criminal background prior to utilizing Generations Park. Events will only be scheduled after the background check has been completed with a satisfactory result.

12. ACCIDENTS/EMERGENCIES

- 12.01 In the event of a building maintenance issue, please contact the Generations Park Coordinator through FB Messenger or by phone: (716) 206-4818.
- 12.02 In the event of a personal injury or accident, please contact the Tribal Police at (518) 358-9200.

13. APPEAL PROCESS AND COMPLAINTS

- 13.01 In the event a Generations Park application is denied, the requestor may appeal the decision to the Executive Director's Office (EDO) within five (5) days of denial.
- 13.02 EDO will consult with the Generations Park Recreation Coordinator to ensure all considerations has been reviewed.
- 13.03 EDO will respond to the requestor within five (5) days of appeal. EDO decision on an appeal is final.
- 13.04 All questions, concerns or disputes regarding Generations Park Facility Use Policy may be forwarded, in writing, to the Generations Park Recreation Coordinator. All inquiries will receive a response within one week.

14. ATTACHMENTS

- 14.01 Generations Park Application
- 14.02 Large Event Management Plan
- 14.03 Event Management Standard Operating Procedures Checklist

15. AMMENDMENT

- 15.01 This policy may be amended from time to time by the Executive Director with 5 days' notice to Tribal Council.

16. EFFECTIVE DATE

- 16.01 This policy shall take effect immediately from its adoption by the Executive Director.

Tsuna Barrin *8/1/18*

Executive Director

Date