

ORDINANCE NO. 2021-14

**AN ORDINANCE OF THE CITY OF IOWA COLONY, TEXAS,
PROVIDING RULES FOR USE OF CITY PARKS AND ATHLETIC
FACILITIES; PROVIDING A FINE OF UP TO \$500 PER DAY PER
VIOLATION; AND RELATED PROVISIONS.**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF IOWA COLONY, TEXAS:

1. The City of Iowa Colony, Texas ("the City") hereby adopts and ordains the following ("the Policies"), which are attached hereto and incorporated herein in full:

- a. the Rules and Regulations for Parks and Recreation Facilities ("the Park Rules");
and
- b. the Policy and Procedures on Athletic Facility and Field Usage ("the Field Use Rules").

2. However, the City Manager is hereby authorized to amend the attached City of Iowa Colony Park and Recreational Facilities Reservation Application included in the Policies.

3. No person shall participate in using a facility in violation of either Policy.

4. Any violation of this ordinance shall be a misdemeanor punishable upon conviction by a fine of not more than \$500. Each day or portion of a day that a violation continues shall be a separate offense.

5. If any part of this ordinance, of whatever size, is ever declared invalid or unenforceable for any reason, the remainder of this ordinance shall remain in full force and effect.

6. This ordinance shall be effective immediately upon its passage, approval, and adoption.

PASSED AND APPROVED ON THE FIRST READING ON THIS 15th day of MARCH, 2021.

PASSED, APPROVED, AND ADOPTED ON THE SECOND READING ON THIS 19th day of APRIL, 2021.

CITY OF IOWA COLONY, TEXAS

BY: 

MICHAEL BYRUM-BRATSEN,
MAYOR

ATTEST:

Kayla Ross
KAYLEN ROSSER, CITY SECRETARY



ATTACHMENT

CITY OF IOWA COLONY

RULES AND REGULATIONS FOR

PARKS AND RECREATION FACILITIES



CITY OF IOWA COLONY

12003 Iowa Colony Blvd.
Iowa Colony Tx. 77583
Phone: 281-369-2471
Fax: 281-369-0005

Website: www.cityofiowacolony.com

RULES AND REGULATIONS FOR PARKS AND RECREATION FACILITIES

Declaration of Policy:

It is hereby declared to be the policy of the city to acquire, maintain and facilitate the use of properties to be utilized as public parks, squares and ways and other appropriate public facilities, giving due recognition to the social ideals of sports, recreation, the arts and the appreciation of beauty and ability.

Definitions:

Park: Any property dedicated or used as a park or for public park purposes or that may be dedicated or used as a park or for public park purposes within the city, and which park includes land, the title to which is in the City.

Permits:

A permit shall be obtained for the following activities:

1. Use of any park or recreation facility of the city for functions or gatherings of a group of persons numbering more than twenty-five (25).
2. Use of any park or recreation facility after posted hours.
3. Any over night usage of any park or recreation facility.
4. Building of fire in areas not designated for such activity or not in receptacles designated for fires (must be approved by Fire Marshall).
5. Any erection of signs at a park or recreation facility.
6. Solicitation or peddling of any nature (except for political campaign literature).

Application:

The following information shall be provided on the application for a permit:

1. The purpose of the event.
2. The date, time and place where the function or event is scheduled.

3. The estimated number of persons attending the event.
4. The person responsible for the event.

Approval:

All permits must be approved and signed by the Mayor or designated representation and reviewed by City officials as deemed necessary.

The rules and regulations for parks and recreation facilities are designed to provide safe and fun recreational activities for the entire family. All rules and regulations shall adhere to all City of Iowa Colony Ordinances and Resolutions.

Exceptions:

Any exceptions to the Policies and Procedures may only be granted by the Mayor or his/her designated representative and must meet with the approval of the Iowa Colony Police Department, any other City Departments that might be impacted by such exceptions.

Approved by City Council, July 20, 2018

**IOWA COLONY CITY PARK AT MERIDIANA
POLICIES AND PROCEDURES**

Iowa Colony City Park at Meridiana contains over 100 acres of parkland that includes the playground equipment, rest rooms, basketball courts, volleyball courts, multi-purpose fields, four regulation ball fields, wooded area and open space for the entire family.

1. Glass containers are prohibited.
2. Any group with twenty-five or more persons and/or any group that possesses alcohol must secure a permit to utilize the park.
3. Any event with 75 or more people and/or any group that possesses alcohol must secure the services of two (2) City of Iowa Colony Police Officers to provide security for the event. Call City Hall to schedule security.
4. Any facility may be secured for use by permit through the City.
5. Permit holders for any facility are required to pick up all trash and debris following their event and deposit the remains in the dumpster located on-site.
6. The basketball and volleyball courts are to be used for appropriate play only. Non-

players and persons waiting to play must wait outside the court areas.

7. Use of the basketball and volleyball courts will be on a first-come, first serve basis.
8. No individual may be on the basketball and volleyball courts for more than one hour if people are waiting.
9. Throwing metal objects, or other items manufactured of hard material in the park is prohibited.
10. All persons entering the basketball and volleyball areas must wear appropriate shoes. Leather soles, cleated footwear, will damage the surface and therefore are not allowed.
11. Roller blades and skateboards will damage the hard surfaces and are not allowed.
12. Unauthorized motorized vehicles are prohibited within the park.
13. Domestic animals are allowed however, strict adherence to the leash laws will be enforced. Owners are required to pick up animal waste on park properties.
14. Bicycles are prohibited on the trails and sidewalks.
15. Park hours are dawn to dusk everyday.
16. Fire Arms are strictly prohibited on park property.

Approved by City Council, July 20, 2019

LIONS CLUB BALL FIELDS POLICIES AND PROCEDURES

Lions Club Ball Fields are located on the grounds of Iowa Colony City Park at Meridiana. It is comprised of four (4) fields utilized for baseball and softball.

1. Use of the athletic fields shall be primarily restricted to the sport and to the age for which the field was constructed.
2. Use of the fields is intended for group activity. Group activity shall take precedence over individual use; use of fields for games shall take precedence over team or individual practice. When lighted, nighttime use of lighted fields shall be reserved for group activity only.
3. Groups qualifying for field use can be either organized league teams or groups who are not organized for league play.

4. Any group utilizing Lions Club Ballfields must pay the appropriate fee approved by the Iowa Colony City Council.
5. Any profits derived by the use of the athletic fields, such as the sponsorship of tournaments, shall be used for the maintenance and operation of the fields.
6. Scheduling of the athletic fields shall be the responsibility of the City. When fields are used for league play, the City may delegate the scheduling responsibility to a designated league official for each field and/or the entire complex for the duration of the permitted use.
7. Each league or organization requesting scheduling privileges for a field shall so notify the City by letter. The letter shall contain the following:
 - a. Name, address and phone number of proposed scheduler.
 - b. Names, addresses and phone numbers of league officials.
 - c. A statement of proposed field usage.
 - d. Beginning and end of season dates.
 - e. Statement of overall program offered.
 - f. An Estimate of current participation.
 - g. A statement of any special field use rules to be imposed by the governing league.
 - h. A statement of proposed field maintenance, modifications and additions.
 - i. A copy of the organization insurance identifying the City of Friendswood as an **additional insured**.
8. Access to the athletic fields will be limited to dawn to dusk each day. If the fields have lights, all lights at the park must be turned off before 11:00 p.m. The League President is responsible for ensuring this policy is adhered to.
9. No motorized vehicles are allowed in the park beyond the parking lot; exceptions include vehicles used for field maintenance or delivery of supplies to fields or concession stand. Authorized vehicles will be issued a permit to enter beyond the entry gate.
10. Alcoholic beverages may not be possessed or consumed in the ballfields while attending any event or other activity that is specifically designed for the participation of minors. This includes games and practices. Violators will be removed from the park and/or banned from league play.
11. Glass containers are prohibited.
12. Fire Arms are strictly prohibited on park property.

LEAGUE AGREEMENTS

1. Any League wishing to utilize the ballfields shall secure an agreement with the City

LEAGUE RESPONSIBILITIES

1. Responsible for all field maintenance and ground improvements.
2. Responsible for the clean up of all interior fields.
3. League President is responsible for adhering to the field lights, schedule.
4. Responsible for upkeep and maintenance of all batting cages.

CITY RESPONSIBILITIES

1. Maintenance of lights.
2. Existing fences.
3. Plumbing of city buildings (does not include sprinkler systems).
4. Parking lot.
5. Roadways.
6. Mowing of outfield not more than every two weeks.
7. Trash pick-up and cleaning of restrooms twice per week.
8. Existing city buildings.

*****ANY AND ALL IMPROVEMENTS/ALTERATIONS TO THE PARK
(Electrical, plumbing, fencing, lighting, etc...,) MUST BE APPROVED BY THE
CITY OF IOWA COLONY PRIOR TO THE COMMENCEMENT OF ANY
PROJECT*****

Approved by City Council, July 20, 2018

ATTACHMENT

CITY OF IOWA COLONY

POLICY AND PROCEDURES ON

ATHLETIC FACILITY AND FIELD USAGE



CITY OF IOWA COLONY

12003 Iowa Colony Blvd.
Iowa Colony Tx. 77583
Phone: 281-369-2471
Fax: 281-369-0005

Website: www.cityofiowacolony.com

POLICY AND PROCEEDURES ATHLETIC FACILITY AND FIELD USAGE

No individual or business may utilize a City facility to profit personally and/or professionally. It is the policy of the City of Iowa Colony to charge all user groups (organizations) \$5 per person for the use of any City of Iowa Colony athletic facility or field. The City shall collect the user fee after registration has occurred and the total number of participants has been determined.

The \$5 user fee applies to Iowa Colony user groups only. Non-Iowa Colony user groups shall pay \$25 per person for the use of any City of Iowa Colony athletic facility or field. The fees are based on seasonal use of the facility. A season shall consist of practices and/or games that continue for a period of six (6) weeks or longer. Each user group shall pay the appropriate fee for each new season. Non-resident user groups may not utilize the athletic fields for practice unless a permit is secured and the appropriate fee is paid in advance for field use.

Scheduling of the athletic fields shall be the responsibility of the City. When fields are used for league play, the City may delegate the scheduling responsibility to a designated league official for each field and/or an entire complex for the duration of the permitted use.

Primary User Group:

The Primary User Group is defined as the youth sports organization for a particular sport that has the largest number of participants enrolled in its program. Individual Users are not considered Primary Users for the purposes of this policy. In order to be designated as the Primary User Group the following criteria must be met:

- A minimum of 75% of all participants of its current membership must reside within the Corporate City Limits and/or ETJ of the City of Iowa Colony.
- Must secure a signed Facility Use Permit from the City.

- Once officially designated as the Primary User Group by the City, the Primary User Group then has the authority to schedule field or athletic facility time for their organization and other users

Primary User Group Designation:

- Primary User Group designation will be determined by the population of the largest user group based on the season when the greatest number of individuals participate in a particular sport as follows:

Baseball - spring
Softball – spring
Football – fall
Soccer – fall

Procedure for Securing Athletic Facility or Athletic Field Time

- Submit reservation request through iowacolonytx.gov
- Submit required insurance and fees according to timeline below.
 - Insurance shall be submitted to the permit clerks email.
- Failure to remit fees according to timeline may result in a cancellation of the reservation.

Timeline for scheduling reservation

- **Single Use Reservations**
 - Reservations should be made 5 business days in advance
 - Security Deposit should be made 72 hours in advance.
 - Insurance should be submitted 72 hours in advance.
 - All remaining fees should be paid 48 hours in advance.
- **Season Reservations**
 - Reservation for season play should be made 30 days in advance.
 - Security Deposit should be paid 14 days in advance.
 - Insurance should be submitted 14 days in advance.
 - All remaining fees should be paid 5 days in advance.

Priority Scheduling Criteria

The Primary User Group will receive priority scheduling.

Any and all previous permit holders for a particular sport and/or activity shall receive secondary preference for priority scheduling.

All new programs shall receive priority scheduling after the Primary User Group and all previous permit holders have been assigned priority scheduling.

Non-Resident User Groups shall receive the least consideration for priority scheduling.

- The Board of Directors of the Primary User Group will then act upon the request if a Primary User Group has been designated for a particular athletic facility or athletic field. The Board of Directors of the Primary User Group shall provide a written response to the request to the Director of Community Services.

If the request is denied, the Board of Director's must provide a written explanation for their decision to deny the request.

Any facility or field use request that is denied by the Primary User Group may be appealed to the Director of Community Services.

All appeals must be presented to the City within fourteen (14) days from the time the request was denied by the Primary User Group

The City may override a positive or negative recommendation of the Primary User Group if it determines that the decision of the Primary User Group is not in the best interest of the City of Iowa Colony. The City decision on the appeal will be final.

Iowa Colony Primary User Groups are defined as groups where 75% or more of the individuals involved in the group or organization reside within the Corporate City Limits and/or ETJ of the City of Iowa Colony.

Non-Iowa Colony Primary User Groups are defined as groups where 25 % or more of the individuals involved in the group or organization reside outside of the Corporate City Limits and/or its ETJ

<https://us02web.zoom.us/j/8642406150?pwd=c2NlOVh1YTl1YWxBNGRJT2N2TEd5d-09>

<https://us02web.zoom.us/j/8642406150?pwd=c2NlOVh1YTl1YWxBNGRJT2N2TEd5d-09>

of the City of Iowa Colony.

Teams, coaches, individuals, groups and/or business wishing to use Lions Club Ballfields and/or any other City of Iowa Colony playing field for tournaments and/or special events, shall pay the appropriate fees according to City of Iowa Colony's current fee schedule.

User Responsibilities

Users who have received permits for the use of the Athletic Fields shall be responsible for the following:

- Raking infields after each usage (rakes are not provided).
- Pick up all debris and trash after each usage.
- Provide all field striping (if needed).
- User must notify City of any maintenance issues immediately. Issues include but are not limited to fencing, backstops, dugout problems, plumbing, water leaks, general field maintenance needs.
- No play after dark.

City will provide:

- General maintenance of fences, backstops, gates, etc.
- All mowing of fields inside and outside the fences.

Additional Information

- Fields should not be used directly after severe weather to preserve the grounds.
- The City will not issue any permits or hold any reservations for a maximum time period of November 1st through January 31st to preserve the grounds.

- The city reserves the right to adjust the time period above.
- The City reserves the right to put a hold on all reservations and usage of the fields if the grounds become safe or unplayable at any time.
- The city is at its discretion to deduct from the security deposit all additional charges relating to but not limited to, maintenance, services repairs, staff time, or emergency services that may be required as a result of the field use. Other reasons include but are not limited to:
 - Damage to facility
 - Misuse of facilities
 - Inadequate cleanup and removal of litter and debris
 - Violation of field use rules and posted park use policies

In case of emergencies call Jeremy Franks, Public Works, 346.278.4508

City of Iowa Colony
Park and Recreational Facilities Reservation Application
12003 Iowa Colony Blvd. TX 77583, Phone: 281-369-2471 Fax: 281-369-0005

Purpose of the event: _____

Date of the event: _____

Time of the event: _____ to _____

Where event will be held: _____

Estimated number of people that will be attending: _____

Person responsible for event: _____

Signature: _____

Please Note:

Any event with 75 or more people must have 2 city officers present for security purposes.

Please contact City Hall to schedule.

For Office Use Only

Approved By: _____ **Date:** _____
