

*Island Grove Regional Park*  
Greeley, Colorado

INFORMATION HANDBOOK



*COME PLAY IN OUR PARK!*

501 North 14<sup>th</sup> Avenue, Greeley, CO 80631  
970.350.9392, Fax 970.350.9344  
[info@islandgrovepark.com](mailto:info@islandgrovepark.com)  
[www.islandgrovepark.com](http://www.islandgrovepark.com)



# Performance Venue

## General Policies

## **Administrative Guidelines: City Facilities and Venues**

### **Booking**

City staff booking entertainment into any City facility or venue mirrors the process followed by many public venues throughout the country. The operational management seeks out and schedules events that reflect the purpose, mission and design of the venue, using advisory boards as sounding boards. In regards to outside requests to reserve a City venue, the operational management may deny such request based on the following: (1) unpaid balances owed to the City venue or similar venues that are known to the City, (2) past history or reputation of disruptive incidents in a City venue or similar venues, (3) when an organization, individual, or event has been misrepresented in its identity, nature, and/or content, (4) when the requesting organization or individual violated laws, ordinances, rules and regulations or the contract provisions and/or acted or operated in a manner which constitutes a nuisance and/or disturbance, (5) in the opinion of the operational management that the request may cause undue or unusual damage to the City venue, (6) may cause in the opinion of operational management security concerns, (7) the request conflicts with a similar request previously scheduled on or near the venue, and/or (8) in the opinion of operational management the event will not take place causing a loss of revenue to the facility.

Operational management denials may be appealed to the City Manager or the Manager's designee.

It is the policy of the City of Greeley, Colorado, to allow use of facilities owned by the City of Greeley and Weld County at Island Grove Regional Park on a rental basis.

Organizations who have scheduled an event the previous year will be given priority in requesting dates for the following year.

### **Notification of Artists Performing**

Any group or organization using city facilities or venues are required to file a City of Greeley Artist Notification Form with the venue at least 2 weeks prior to any media notification, advertising or tickets sales to the event.

### **Federal, State Laws, City Ordinances**

Any group or organization using city facilities or venues shall comply with all federal state, and local laws and regulations.

### **Rental or Use Endorsement**

The rental and use of city facilities shall not constitute an endorsement by the City of Greeley of an organization or group, nor of any particular issue or perspective related to programs presented in the facility.

### **Insurance**

For public events, tenant shall obtain and maintain in full force and effect during the Tenant's use and occupation of the facilities, at Tenant's sole expense, sufficient general or public liability insurance.

The tenant shall furnish the City, thirty (30) days prior to Tenant's occupancy of the facility, a copy of said policy of insurance. Failure to provide insurance within the time stated shall immediately terminate the rental agreement.

### **Deposits/Cancellations**

A deposit will be taken at the signing of contract and will be forfeited upon cancellation.

### **Concessions/Merchandise**

The City reserves the right to officially approve caterers and concessionaires to sell or give away food, beverages, periodicals, programs, and other merchandise.

City and State sales tax and commission will be collected for all sales at all city venues.



## Artist Notification Form

Event Date \_\_\_\_\_ Venue \_\_\_\_\_

Event Name \_\_\_\_\_

Artists Performing \_\_\_\_\_

\_\_\_\_\_

Please list all acts

Tenant Representative \_\_\_\_\_  
Signature

Venue Representative \_\_\_\_\_  
Signature

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ISLAND GROVE MAP

**T**hank you for considering Island Grove Regional Park for your event. Owned by the City of Greeley and Weld County, with significant investments from private entities, Island Grove has an on-site staff that offers top-notch customer service.

**W**hether it is a small gathering of family and friends, a business get-together or an event that fills the grandstands, you can count on us! For additional information and photographs of each facility, visit our Web site at [www.islandgrovepark.com](http://www.islandgrovepark.com).

**T**his handbook contains important policies and procedures, information about each Island Grove facility, and frequently asked questions. Feel free to contact Island Grove's scheduling coordinator at 970.350.9392 for more information.

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## **ISLAND GROVE STAFF CONTACTS**

Facility Manager – Tom Welch, 970.350.9522, [tom.welch@greeleygov.com](mailto:tom.welch@greeleygov.com)

Events Coordinator – Kathy Dilbeck, 970.350.9392, [Kathy.dilbeck@greeleygov.com](mailto:Kathy.dilbeck@greeleygov.com)

Assistant Events Coordinator – Rochelle Peth, 970.9350.9339, [Rochelle.peth@greeleygov.com](mailto:Rochelle.peth@greeleygov.com)

Facility Services Supervisor – Debra Warner, 970.371.5969

Facility Services Supervisor – Keith Thim, 970.371.1972

Arena Technician – Todd Seller, 970.396.5942

Park Technician – Orlando Martinez, 970.396.6752

Crew Leader Days – Noah Small – 970-371-8642

Crew Leader Nights – Natasha Chavez – 970-371-7353

## **ISLAND GROVE ADVISORY BOARD**

Steve Moreno – Weld County Commissioner

Jim Smail – Greeley City Council

James Herman – City of Greeley

Mary Bohlander – City of Greeley

Terry Weber – Weld County

Tami Inskeep – Weld County

Betty Hatfield – Joint Appointee

## **CONCESSIONAIRES**

*Food – All Facilities*

Contact Kathy Dilbeck or Rochelle Peth at 970.350.9392 for Preferred Caterer List

*Liquor – All Island Grove Facilities*

Park Concessionaires, L. L. C., 3502 W. 10<sup>th</sup> St., Greeley, CO 80631 970-576-2044 or 970-302-8746

# BOOKING & FEE POLICIES

## Booking

1. Booking events on dates not secured by annual user groups is done on a first come, first served basis up to 12 months in advance. Any event scheduled beyond a 12-month period will be considered tentative; each group, event or individual will be advised accordingly.
2. It is the policy of the City of Greeley, Colorado, to allow use of facilities owned by the City of Greeley and Weld County at Island Grove Regional Park on a rental basis to groups when such rentals do not interfere with the schedules of annual user groups, both private and public.
3. All tenants of the Island Grove Regional Park complex, all ground facilities and premises (including annual events) are reminded that it is their sole responsibility to initiate and complete proper forms for event bookings for future facility usage. Failure to notify the Island Grove Regional Park office in writing to reschedule the annual event within 30 days of conclusion of their past event may result in cancellation of any rights of priority option for rental. The City of Greeley will not be held responsible for complying with this policy.
4. Like events will not be booked within 12 days before or 12 days after the previously booked date for a like event, where sales of tickets and or like products are sold. This policy may be waived if the first Lessee provides a signed letter giving permission to the second event to the Island Grove Facility Scheduler.

## Fees & Deposits

1. Fees for Island Grove Regional Park are approved each year by the Greeley City Council during the budget process. These rates are in effect January through December of the following year. All charges will be at the rate established for the year when an event is held.
2. **If a total rental fee is less than \$200**, the rental fee is due in full on the date the reservation is made. In case of a cancellation for facilities that rent for less than \$200, the refund policy for the rental rate is as follows.

| <u>Canceling Time Frame</u>         | <u>Amount Forfeited by Lessee</u> |
|-------------------------------------|-----------------------------------|
| At least 90 days prior to the event | \$50                              |
| 15 to 89 days prior to event        | 100                               |
| 0 to 14 days prior to event         | No Refund                         |

3. **If the rental fee is greater than \$200**, Lessee must pay a \$200 down payment and must be made on the date the reservation is made. For the Events Center, a \$400 security down payment is required. The down payment will be applied toward Lessee's total rental fee, with the remainder of the rental fee due in full no less than two weeks prior to a reservation date. A \$200 damage deposit is required with the deposit and is refunded if the buildings are left as they were found. A series of events held on consecutive weeks need only pay one \$200 deposit, which will be banked and applied to the last event in the series.



If Lessee/Tenant cancels before a scheduled event and the rental fee is greater than \$200, the security deposit will be forfeited according to the following schedule.

| <u>Canceling Time Frame</u>         | <u>Deposit</u> | <u>Amount Forfeited by Lessee</u> |
|-------------------------------------|----------------|-----------------------------------|
| At least 90 days prior to the event | \$400          | \$50                              |
| 15 to 89 days prior to event        | \$400          | \$100                             |
| 0 to 14 days prior to event         | \$400          | No Refund                         |
| At least 90 days prior to the event | \$200          | \$50                              |
| 15 to 89 days prior to event        | \$200          | \$100                             |
| 0 to 14 days prior to event         | \$200          | No Refund                         |

4. In the event that a major disturbance occurs and the Police Department is called, the event will be closed and everyone will be evacuated. This is a rule, no matter what time it is and all rental fees are forfeited.

5. All events held at Island Grove which charge admission or participant fees are subject to all fees and taxes due and an additional \$1.50 per admission/entry. Events with an admission charge of \$6.00 or less will be subject to a \$ 0.50 charge per paid admission. The \$6.00 admission threshold does not apply to participant/entry fees.

| <u>Participant/Entry Fees</u> |          | <u>Admission Fees</u>          |          |
|-------------------------------|----------|--------------------------------|----------|
| All Entrees                   | = \$1.50 | Events Charging \$6.00 or less | = \$ .50 |
|                               |          | Events Charging \$6.01 or more | = \$1.50 |

6. Commercial Event Fee - This fee is for events that do not charge attendance or participant fees. Designation of Commercial Events will be made by Facility Management and may be appealed to the Director of CPRD. This fee of \$ .25 to \$ .50 per attendee or participant would be based on attendance estimates of Facility Management with input of the promoter.

7. All events that charge for booth space will be assessed a \$10 fee per booth.

8. New events that are going to be paid for view or will have 2,000 or more estimated attendance may be required to provide a performance bond in an amount to be determined by the City of Greeley, CPRD Management.

9. For all Island Grove facility rentals, except the Bunkhouse and Greeley Saddle Club Center, an Island Grove facility service employee must be on site. Labor fees for facility workers are the responsibility of the Lessee.

- Island Grove Regional Park’s normal hours of operation are 6:30 a.m. to 10:30 p.m. (Facility worker rate: \$25 per hour) Buildings open until 2am, all decorations, persons, equipment, etc. out by 2am.

10. The duties of facility service employees when working events includes the following.

- Be available at all times during hours paid.
- Operate the forklift for set up of trash cans, stages, electricity boxes, etc.

- Help keep restrooms clean and supplied with paper products.
- Handle emergency cleaning that needs immediate attention.
- Cooperate with Lessee in getting equipment and supplies needed for activity as included in rental agreement.
- See that lights and heat are turned on or off.
- Assist in taking down and setting up when needed.
- Assist in keeping floors clean during the rental period.

NOTE: ROUGH TRASH CLEAN UP IS THE RESPONSIBILITY OF THE LESSEE.

### **City Sales Tax and Concession Fee**

1. Lessees are responsible for city sales tax (4.6%) and the Island Grove Development fee of 15 percent on all food and drinks sold during the event. Envelopes are available at the at the Island Grove scheduling coordinator's office, located in the Event Center on the west side of the building at 421 N. 15<sup>th</sup> Avenue, and must be turned into the Island Grove scheduling coordinator after the event.
2. A Lessee also must agree to release sales and use tax information and returns for activities in Island Grove.

## **ISLAND GROVE GENERAL POLICIES AND PROCEDURES**

1. Island Grove facilities are closed and not available for rent on Thanksgiving Day, Christmas Eve, Christmas Day, and New Year's Day, with the exception of the Bunkhouse.
2. The Lessee will be responsible for all damages to the property, except natural wear and tear occasioned by reasonable and careful use thereof.
3. The Lessee will be responsible for set up and clean up.
  - Rough clean up will be Lessee's responsibility and there will be an additional charge per container for trash left.
  - The Lessee will be required to pick up all open trash and place trash in containers outside the buildings, arenas and parking lots.
  - Lessees must pay for trash removal.
  - Lessees may be allowed to set up the day before an event at no charge if the set up is on a weekday and the facility is available. In all other cases, rent starts when a building/facility is first opened for the Lessee, not when the event starts. Rent ends when all doors are locked.
  - Lessees may be allowed one day after an event for cleanup at no charge, unless there is an event the following day. In that instance, cleanup must be completed after conclusion of an event.
  - Island Grove staff is responsible for taking down and stacking tables and chairs.
4. Island Grove may require the Lessee to furnish security during its activity. Lessee will provide all staff and other personnel (e.g., security, ushers, announcers, signor for hearing impaired, etc.) to conduct its activity in the facilities.

5. Lessee will not lock front glass or S-1 doors of the Exhibition Building during the hours of 7:00 a.m. to 5:00 p.m., Monday through Friday.
6. Reserved parking for CSU Extension office, City of Greeley Parks Department, and Greeley Independence Stampede staff must be maintained. Violators will be towed at Lessee's expense.
7. Buildings will be closed and locked no later than 2:00 a.m., unless approved by the Island Grove Facility Manager.
  - For non-alcoholic private events, activities shall cease by 1:00 a.m.
  - For all private events serving alcohol, the serving of alcohol shall cease at 12:30 a.m., and all other activities shall cease at 1:00 a.m.
  - For public events serving alcohol, the serving of alcohol shall cease at 1:00 a.m., and all other activities shall cease at 1:30 a.m.
8. Events taking place between midnight and 6:00 a.m. on Sunday will be governed by the time either Daylight Savings or Standard Time, in effect on the previous day.
9. A Lessee, its agent, and immediate family are limited to no more than six corresponding date events per calendar year. An event is defined as one continuous activity/celebration not exceeding three days at a time. For events such as the Weld County Fair, Greeley Independence Stampede and sponsored activities, reserved dates may be granted together at the discretion of the City of Greeley, Director of CPRD. Dances and concerts will be viewed as a single event unless connected with a larger park event.
10. All contracts between the City of Greeley and Park Concessionaires, L.L.C. must be paid in full two weeks prior to the event. Funds will be deposited upon receipt.
11. Lessees may not post or exhibit any signs, advertisements, show bills, posters or cards of any description in or on the facility without the prior permission of the Island Grove Facility Manager.
12. The City of Greeley and Weld County will not be responsible for any item left at any Island Grove Regional Park facilities.
  - Anything left in the facility following the conclusion of the event may be removed or placed in off-premises storage arranged by the Island Grove Facility Manager at the sole expense of the Lessee.
  - The Lessee expressly releases the City of Greeley from all claims for loss or damage of any kind or nature arising from such removal and storage.
  - Drop shipments may be arranged five days prior to your event and items must be removed or shipped five days after your event.
13. Lessees may not undertake any plumbing, electrical, carpentry or mechanical work on any of the facilities without prior authorization of the Island Grove Facility Manager. Staff on duty may contact the Facility Manager for approval.

14. City of Greeley staff members will have I.D.'s. Lessee of facility is advised that Island Grove staff wearing a City of Greeley I.D. will be allowed entrance to all areas of the facilities except where there is danger or when it would interfere with the program or performance, (I.D.'s are not to be used for seating.)

15. When helium balloons are used for decorating in the buildings, a \$25 fee will be assessed to cover damages that occur with the balloons and string.

16. Lessee will provide Island Grove scheduler with all show/event premiums, flyers, admission fees, time of event, and contact phone numbers in order to schedule staff and provide information for the public.

17. All exits must be unobstructed and the exit signs must be in clear view to occupants in the buildings.

18. Events attended by more than 1,000 persons must have security arrangements approved by the Island Grove Facility Manager or the City of Greeley Chief of Police or his assignee. These security arrangements may be subject to change if deemed necessary. Security for an event must remain on site until all patrons have left the facility.

19 All activities must cease at the time specified in the lessee's contract.

20. Occupancy loads for public or private events held at Island Grove facilities are as follows.

| <u>Facility Occupancy Load</u> |       |
|--------------------------------|-------|
| Pro-Rodeo Arena & Grandstands  | 9,000 |
| Events Center                  | 5,000 |
| Livestock Building             | 1,500 |
| Exhibition Building            | 1,200 |
| 4-H Building                   | 495   |
| Bunkhouse                      | 90    |
| Rock House                     | 50    |
| Out Rider                      | 30    |
| Buckle Club                    | 80    |
| Buckle Club Deck               | 80    |

21. Island Grove management prohibits the open carry of firearms at all times within the grounds and in all facilities at Island Grove Regional Park unless a Hunting Permit has been granted pursuant to Chapter 7.30 of the Greeley Municipal Code or unless otherwise authorized in writing by the Island Grove Facility Manager. Island Grove management prohibits the possession of firearms without a permit in compliance with Colorado Revised Statute (CRS) 18-12-214(Concealed Carry). Island Grove management retains the right to restrict the carrying of concealed weapons into buildings or portions of buildings that are not open to the public. Island Grove management retains the right to restrict the carrying of concealed weapons on the grounds and into all buildings of Island Grove Regional Park which have been leased, whether permanently or temporarily, to a private tenant.

22. The policy for Island Grove's recreational vehicle waste dump station is as follows.

*Section 14.12.250 (a) of the City Code, the discharge of any waters containing toxic or poisonous solvent, liquids, or gases in sufficient quantity, either singly or by interaction with other wastes, to contaminate the sledges of the City wastewater treatment facilities, to injure, interfere with or pass through any sewage treatment process, to constitute a hazard to humans or animals, to create a public nuisance, or to create any hazard in the receiving waters of the wastewater treatment plant is prohibited.*

# INSURANCE

The Lessee agrees to indemnify, hold harmless, and defend the City of Greeley, City Council, Weld County Board of Commissioners, and all employees and agents thereof, for any damage to either property or persons resulting from accidents, injury or other incidents resulting from Lessee's use of the facility. Notwithstanding the foregoing and in addition to any insurance coverage carried by the Lessor.

A lessee further agrees to indemnify, hold harmless, and defend the City of Greeley and Weld County for any and all damages resulting from accidents, injuries or other incidents caused in whole or in part by any negligent act or omission of Lessee, or anyone directly or indirectly employed by Lessee, or whose act for which lessee may be liable unless a waiver of insurance is granted by the City of Greeley.

The Lessee agrees that prior to the use of said facilities; it will furnish the Lessor with proof of insurance satisfactory to the City of Greeley, Director CPRD. Such insurance will include contractual liability coverage and will provide insurance in the following amounts.

## For Public Events

- A comprehensive general liability insurance policy with minimum limits of \$1,000,000 to \$5,000,000 combined single limits for each occurrence.
- Worker's compensation and employer's liability insurance, which will cover the obligations of the tenant, in accordance with the provisions of the Worker's Compensation Act, of Colorado, as amended. (Art. 40 to 47 of Title 8, C.R.S.)

## For Private Events

- For private parties, liability insurance that includes coverage for bodily injury with a minimum limit of \$1,000,000 combined single limits for each occurrence may be required.

## For Public and Private Events with Alcohol

- Alcohol is sold by licensed concessionaire only. Insurance for events where alcohol is served will be provided at the cost of the Lessee as a service by the concessionaire.
- At least two weeks prior to the scheduled event, the Lessee/Tenant will provide a certificate(s) of insurance to the City of Greeley / Island Grove Regional Park demonstrating that the afore mentioned insurance requirements have been met and that such policy or policies will be in effect throughout the contracted period and at such times before that the contracted period as tenant may reasonably expect to be conducting activities within the area of contracted facilities.

## Event with Livestock and Automobile/Motorcycles

- A comprehensive general liability insurance policy with a minimum limit of \$5,000,000 combined single limit for each occurrences. These events must meet the approval of the City of Greeley's Safety Manager.

# ALCOHOL & FOOD

## Alcohol

1. The serving and sale of alcoholic beverages at Island Grove Regional Park buildings and grounds are to be by licensed concessionaire only.

### *Island Grove Liquor Concessionaire*

Park Concessionaires, 3502 W. 10<sup>th</sup> St., Greeley, CO 80631 970-576-2044 or 970-352-9371.

1. Alcohol concessions are not available and no alcohol is allowed in Island Grove Regional Park facilities on Good Friday, Easter Sunday, the Thanksgiving Day, Christmas Eve, Christmas Day, New Year's Eve and New Years Day.
2. Insurance for events where alcohol will be served is the responsibility of the liquor concessionaire.
3. Island Grove has the following security policies for events where alcohol is served.

#### **EXHIBITION BUILDING & 4-H BUILDING**

- Professional security is not required at events with less than 75 persons.
- Private events, dances and/or concerts serving alcohol in the Exhibition Building and the 4-H Building require a minimum of three professional security personnel for the first 300 persons and one additional security person for every 200 persons more than 300.
- Public events, dances and/or concerts serving alcohol in the Exhibition Building and the 4-H Building require a minimum of four professional security personnel for the first 600 persons and one additional security person for every 200 persons more than 600.

#### **EVENT CENTER**

- Private events, dances and/or concerts serving alcohol in the Events Center require a minimum of three professional security personnel for the first 300 persons and one additional security person for every 200 persons more than 300.
- Public events, dances and/or concerts serving alcohol in the Events Center providing live music require a minimum of 14 professional security personnel for the first 2,250 persons. When attendance reaches 2,250, the promoter will be notified that additional security (two security persons for every 200 persons after 2,250) will be required.

## **Food – Island Grove Catering / Concession Fee**

Effective January 1, 2011 all private events catered or providing catering paid food service in Island Grove must use Island Grove "preferred" caterers. Caterers must register with the Island Grove Scheduling Office to become a "preferred" Island Grove Caterer, the yearly fee for this will be \$200.00, or they may pay 15% of all food and beverage sales. Events that provide free food (i.e. the Stampedes' Gold Spur City), or events that offer tasting and charge an entry fee (i.e. Taste of Weld County and the Colorado Oil and Gas Chili Cook-off) will be exempt from this policy. Weld County Extension offices and 4-H groups or clubs providing food services for their events will be exempt from this fee, however if they are providing food service to other events they will be subject to this policy. Renters may "bring in" or prepare on site meals for guests, baked goods, fast foods, and fruits to provide hospitality for meetings. Groups/vendors selling food and/or beverages at events or to the general public are subject to the 15% Island Grove Concession Fee. Exemptions to this policy may be requested through Andy McRoberts, Director CPRD, City of Greeley.

# FIRE AND SAFETY STANDARDS

All fire regulations prescribed by the City of Greeley Fire Marshal government agency, and other enforcement agencies will be strictly observed.

The following rules must be observed and hazards corrected before opening an event to the public.

- All City of Greeley and Weld County buildings at Island Grove Regional Park are **NO SMOKING**. Guests may smoke outside any building.
- An exhibitor layout is subject to approval by the Union Colony Fire Rescue Authority Fire Marshal (970 371-2083) and Island Grove Facility Manager.
- No parking is allowed in fire lanes. No traffic parking control signs or park roadways can be altered without the approval of the City of Greeley Police, Fire, and CPRD Departments.
- Motor vehicles on display will have battery cables disconnected and taped fuel tanks that are no more than 1/4 full and have locked caps or are sealed in a manner approved by the Greeley Fire Marshal.
- Demonstrations or operation of any heat-producing devices or sources of ignition including but not limited to heaters, stoves, barbecues, candles, torches, lanterns, internal combustion engines, and any other open flame device must be approved by the City Fire Marshal.
- The Island Grove Facility Manager must approve all decorations prior to the reservation date. Decorations must be taken down immediately after the event. No nails, tacks or screws will be used to fasten anything to any part of the buildings or arenas without permission of the Island Grove Facility Manager. All decorative material including, but not limited to, drapes, hangings, curtains and table coverings with overhangs will be either made from nonflammable materials or rendered and maintained in a flame retardant condition by means of a solution and process approved by the Greeley Fire Marshal.
- No glass containers are allowed in Island Grove Park. (Greeley Municipal Code #13.40.055 Ordinance N)
- Lessees must pay for trash removal. The lessee is responsible for all rough clean up including buildings, arena, grandstands, concessions and parking lots. (Trash is to be deposited in the dumpster provided.) There will be an additional charge per hour per person for cleanup of trash left by Lessee or sponsored group.



# LIFE SAFETY REQUIREMENTS

## FOR ALL EXHIBITORS PARTICIPATING IN SHOWS AT ISLAND GROVE REGIONAL PARK

Fire Prevention Bureau  
910 7<sup>th</sup> Street, Greeley, CO 80631  
970-350-9512

### POLICY FOR PUBLIC DISTRIBUTION NUMBER 25-1

This policy is meant to provide basic information for the most common conditions and situations. A permit and plan review are required for events held at Island Grove Regional Park. Questions can be addressed to the Fire Prevention Bureau by calling 970-350-9512 between 8 a.m. and 5 p.m.

1. A sponsor of a show may be required to submit both a floor and site plan to the Fire Prevention Bureau and the City of Greeley, CPRD Department a minimum of 10 days prior to the event.
2. All required exits from the buildings will remain unlocked and free of obstructions while a building is occupied. Exit signs must remain visible. A 48-inch aisle way to exit doors will be maintained inside and outside of buildings.
3. There will be no spraying of flammable or combustible paints or primers. This includes, but is not limited to, aerosol cans. All touch-up must be done before arrival to City property.
4. When displaying motorized equipment inside any park facility the equipment shall have:
  - a. At least one battery terminal disconnected.
  - b. Fuel tanks will contain less than 5 gallons or be less than one-fourth full, whichever is less.
  - c. Fuel tanks will be sealed to prevent the escape of vapors.
  - d. Fuel systems will be free of all leaks.
5. All fire extinguishing equipment must be unobstructed and visible.
6. All drapes, hangings, curtains, drops, and other decorative material, such as hay or straw, etc., will be treated or maintained in flame retardant condition. A certificate or other acceptable proof of fire retardant treatment will be provided to Fire Prevention personnel.
7. The sale, display and storage of gun powder (smokeless or black) are not permitted on City of Greeley property.
8. No fireworks or other open flame will be allowed unless said devices have a permit issued by the City Fire Department. (Permit information is available through the Fire Prevention Office. Application for permit requires 48 hours advance notice before an event. The inspection of fireworks can take place up to two hours before an event.)

9. No liquid petroleum gas will be allowed in the buildings. All outside liquid petroleum gas requires a special permit from the Fire Department.
10. Compressed gas cylinders must be secured in all areas, especially food preparation areas.
11. Smoking is not permitted in any City of Greeley or Weld County building or arena grandstands.
12. No parking is allowed in posted fire lanes. Any unattended vehicle in a fire lane will be ticketed or towed at the owner's expense.
13. No parking is allowed within 20 feet of a fire hydrant. Nothing will be attached to any fire hydrant; fire hydrants will remain fully visible at all times.
14. All electrical hookups will be made by a licensed electrical contractor.

**For further information or additional questions, please call Greeley Fire Department at 970-350-9512...**

# Island Grove Regional Park

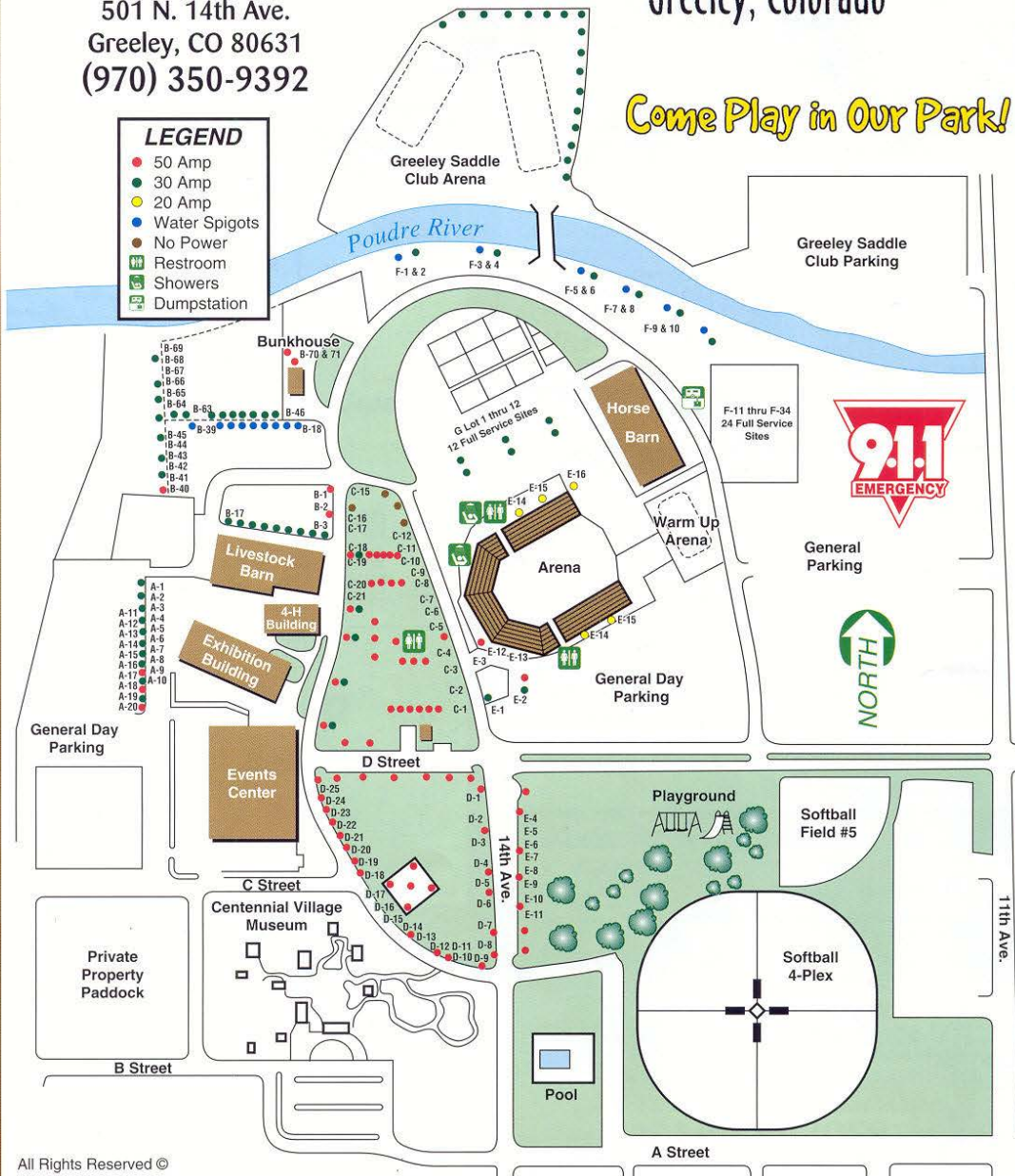
Greeley, Colorado

501 N. 14th Ave.  
Greeley, CO 80631  
(970) 350-9392

Come Play in Our Park!

**LEGEND**

- 50 Amp
- 30 Amp
- 20 Amp
- Water Spigots
- No Power
- 🚻 Restroom
- 🚿 Showers
- 🗑️ Dumpstation



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