



CITY OF PORTALES RECREATION – SKATE BOARD PARK POLICY

The City of Portales Parks and Recreation Board is committed to provide fun and innovative recreation programs and facilities that encourage leisure and competitive recreation for all ages. The Skate Park is a City facility identified in our 2005 strategic plan that would deliver recreation services to all cultures in the Portales community while ensuring a safe and fun recreation environment.

Intent

The intent of this policy is to establish rules and procedures for all participants utilizing the Skate Park and to set out a set of rules to be followed to ensure a safe and fun environment. This policy also provides for an appeal process for those individuals who lose their privileges because the rules were not followed or due to an incident or activity that was determined by city personnel to be outside the intended use of the facility.

Supervision

The Portales Recreation Center Director is the supervisor of this facility and is responsible to oversee the use of the skate park. The Recreation Center Director does have the right to revoke use of the facility privileges for individuals who do not obey the rules. An appeal process is available through the Parks & Recreation Board.

City Right of Access

The Skate Park is situated on City property and the City retains the right to have access to all City owned property and to inspect the Skate Park premises at any time.

Alteration, Construction or Addition of any skate structure or equipment

You must have written permission from the City of Portales prior to the alteration or construction of any structure at the City of Portales Skate Park. Upon completion, all structural improvements become the property of the City of Portales. You must obtain all necessary State and Federal permits and copies of all permits must be provided to the City. No makeshift equipment may be brought onto the premises.

Drug and Alcohol Prohibition

No drugs or alcohol are permitted at any time at the skate park or on City property.

Tobacco

Smoking or Tobacco products are not allowed within the fenced skating area. A smoking section has been designated outside the skate park fence.

Maintenance of City Skate Park

The City Parks and Recreation Department is responsible for the maintenance of the City Skate Park permitting time, funds and personnel are available. It is the expectation of the City that users of the Skate Park area will pick up their trash and debris within the skating area as is posted on the rules at the entrance of the park.

Reporting Unsafe Conditions

Please report any unsafe conditions immediately to the Recreation Center Director at 356-8598 or to the Portales Police Department at 356-4404.

Unauthorized Facility Use

The Skateboard Park facility is designed for skateboards, bicycles and rollerblades only. The use of other recreation equipment is prohibited.

Special events such as skating competitions, concerts or organized meetings at the Skate Park should be scheduled through the Recreation Director or the Portales Recreation Board.

The unauthorized granting of use of the Portales Skate Park by one organization to another organization without City approval is prohibited.

All Children under the age of 8 years old must be supervised by an adult.

Skate Park Rules

The Parks and Recreation Board have adopted a set of rules for the use of the skate park and must be followed to ensure the privilege of using the facility. Anyone who does not follow the rules may be suspended or banned for use of the skate park. Any person whose privileges have been suspended or has been banned from the skate park may not use the park unless the ban or suspension has been lifted by the Recreation Board. An appeal process is available with appeal guidelines included in this policy.

Listed on the next page are the Skate Park Rules adopted by the Parks & Recreation Board and signed at the entrance of the skate park area.

Skate Park Rules

PORTALES SKATE PARK Park Hours 6:00 am – 11:00 p.m.

SKATE AT YOUR OWN RISK

1. This outdoor recreation facility is designed for skateboards, bicycles and rollerblades.
2. All children under the age of 8 years old must be supervised by an adult.
3. The City of Portales is not responsible for any injuries that may occur or any lost or stolen items.
4. All skaters are encouraged to wear protective gear and equipment (helmet, knee pads, and elbow pads) to minimize injuries.
5. All users agree to act in an orderly, safe and considerate manner while on the premises. Extreme recklessness will not be tolerated.
6. Profanity, recklessness and/or boisterous behavior, fighting, littering, graffiti and loud music are prohibited.
7. Tobacco products, alcoholic beverages or illegal drugs are PROHIBITED on the premises. A smoking area has been designated outside the fence.
8. No makeshift items or modifications to existing ramps and like items in the park allowed,
9. No glass containers, food or beverages allowed inside the fenced area.
10. The Portales Recreation Center Director is the supervisor of this facility whereby the City of Portales Parks & Recreation Department reserves the right to revoke use of the facility privileges for individuals who do not obey the rules. An appeal process is available through the Parks & Recreation Board.

**THIS IS YOUR PARK, PLEASE TAKE CARE OF IT
AND KEEP IT CLEAN.**

Portales Recreation Board/Appeals Process

The Parks and Recreation Board is the Appeals Board for the City of Portales. The Board has the function and power to hear and decide appeals on departmental and organizational decisions involving disciplinary action and to rule on requests. In all appeals heard, the decisions of the Recreation Board shall be final.

Appeal Guidelines

- 1. You must be banned or suspended from the skate park for a period of 2 weeks or more to request an appeal.**
- 2. With the exception of youth participants, the banned or suspended individual must file their request for appeal in writing and must be present at the appeal hearing. Failure to appear at the appeals hearing will result in your loss of privilege to the appeals board.**
- 3. The request for an appeal hearing must be a typed or hand written letter that states your name, address and telephone number and the basis of the appeal.**
- 4. Appeals may be submitted to the Portales Recreation Board, 100 West 1st Street Portales, New Mexico 88130.**
- 5. The appellant will be notified within 5 business days of the receipt of the request for an appeal as to a date and time of the appeal hearing.**
- 6. The Appeals Board shall hear all the facts surrounding the incident(s) causing the loss of privileges and may request additional information if needed prior to rendering a decision. The Appeals Board reserves the right to alter the suspension or ban based on the information presented in the Appeal Hearing.**
- 7. If the offense is severe in nature, a suspension or ban could be imposed to preclude an individual's participation in any skateboard Park activity and/or banned from all City Parks.**
- 8. The Appeals Board may take up to two business days to render a decision. A written order of the final decision will be sent to the appellant once the decision is made.**

APPROVED by the PARKS & RECREATION BOARD

CHAIRMAN RON JACKSON

August 2006

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