

Patterson Aquatic Center

Use and Policies Reservation Packet



Patterson Aquatic Center

1025 W. Las Palmas Ave.

Patterson, CA 95363

(209) 895-8188

Description of Facility

The Patterson Aquatic Center consists of a six lane competition area that slopes from three feet to twelve feet, and is connected to a smaller sized zero entry that slopes to three feet of water with a water feature. There are two (2) one meter diving boards located in the twelve foot section of the pool. Eight (8) eight foot picnic tables are located around the lighted deck and water. Restrooms with a changing area are also located inside the facility, as well as lockers and changing tables for infants; locks are not provided by the facility for rent or purchase.

	Hours of Operation	Rental Times Available
Monday-Thursday	9:15am – 8:15pm	12:00pm-3:00pm*
Friday	1:00pm - 5:00pm	1:00pm-5:00pm* 6:30pm-8:30pm**
Saturday	1:00pm – 5:00pm	1:00pm-5:00pm*
Sunday	1:00pm – 5:00 pm	1:00pm-5:00pm* 6:00pm – 8:00pm**

Facility will not be available for rental on July 4th, or September 5th, due to the Holiday.

*Available only for Public Party reservations.

**Available only for Private Party reservations.

Table Rentals

- Tables are available for rent during regular Open Swim business hours; Monday-Thursday from 12:00pm – 3:00pm, Fridays from 1:00pm – 5:00pm and Saturday-Sunday from 1:00pm – 5:00pm.
- The cost for two (2) eight foot tables for three (3) hours is \$60.
- Reservations can be made at Recreation & Community Services Department no later than seven (7) business days prior to the event.
- All fees must be made in full at the time of reservation.
- The rental fee **does not** include pool entry fees or Snack Bar fees; the fee per swimmer is \$2 and non-swimmers is \$1.
- Outside food is **not** allowed due to the Snack Bar being open. (Cakes are ok)

Private Party

- A Private Party reservation is available after regular business hours; Fridays from 6:30pm – 8:30pm and Sundays from 6:00pm-8:00pm and can be made for a maximum of 2 hours.
- This covers the rental of the entire facility and pool entry fees. Users are still subject to the PAC rules and must adhere to all PAC staff.
- All Private Party reservations can be made at Recreation & Community Services Department no later than fourteen (14) business days prior to the event.
- Outside food is allowed inside the facility.
- Private Parties
 - 1-50 people - \$150/hr. (2 hr. Maximum)
 - 51-100 people - \$200/hr. (2 hr. Maximum)
 - 101-150 people - \$250/hr. (2 hr. Maximum)
 - 151-200 people - \$350/hr. (2 hr. Maximum)
- All fees must be paid in full at the time of reservation.
- Insurance is required for any Private Party reservation.

Liability and Insurance

Insurance

- All users of the facility shall procure and maintain, at their own expense and for the duration of the event covered, comprehensive general liability and property damage liability insurance, against all claims for injuries against persons or damages to property which may arise from or in connection with the use of the facility by the user, its agents, representatives or employees in the amount of one million dollars (\$1,000,000) per occurrence & two million dollars (\$2,000,000) aggregate. If alcohol use is permitted the minimum is two million (\$2,000,000) per occurrence & four million (\$4,000,000) aggregate.

Insurance Requirements

- All of user's insurance shall:
- Name the City of Patterson, its employees, officials, agents, (collectively herein after "City and City personnel") as additional or co-insured on an endorsement.
- Contain no special limitations on the scope of protection afforded to City and City Personnel
- Be the primary insurance and any insurance or self-insurance maintained by City or City personnel shall be in excess of the user's insurance and shall not contribute to it.
- Shall be "date of occurrence" rather than "claims made" insurance
- Shall apply separately to each insured against the limits of the insurer's liability
- Shall be written by insurance companies qualified to do business in California and rated "A" or better in the most recent edition of Best Rating Guide, The Key Rating Guide, or in the Federal Register, and only if they are of a financial category Class VIII or better, unless such rating qualifications are waived by the City's Human Resource Manager due to unique circumstances.
- The applicant's policy must include a 30-day written cancellation notice.

Certificate of Insurance

- The City of Patterson requires the following information on all certificates and/or additional insured endorsements:
- Wording must read exactly, with no exceptions accepted: "Additional Insured: City of Patterson, officials, employees, and agents." The primary user MUST be the one named on the insurance certificate. If for any reason this is not the case, the insurance will not be accepted.
- Additional insured endorsements must accompany the Certificate of Insurance and indicate policy number, date, name of insurance company and name of "insured".
- Certificate must be an original. No copies will be accepted.
- The Certificate of Insurance must be filed with the Recreation & Community Services Department no later than the date of final payment or fifteen (15) days prior to the event, whichever is earlier. If a certificate is not on file by this date the reservation will be subject to cancellation.

Indemnification Clause

- To the full extent permitted by law, user shall defend, indemnify and hold harmless the City, its officials, employees and agents, from any liability, claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, actual attorney fees incurred by the City, court costs, interest, defense costs including expert witness fees and any other costs or expenses of any kind whatsoever without restriction or limitation incurred in relation to, as a consequence of or arising out of or in any way attributable actually, allegedly or impliedly, in whole or in part to the use of facility by user. All obligations under this provision are to be paid by the user as they are incurred by the City.

HUB International Insurance
Special Event Website: www.eventinsure.com
Special Event Liability Group Insurance Trust is Administered by: HUB International 2300 Clayton Road, Suite 300 Concord, CA 94520 Phone: 925-609-6500 Fax: 925-609-6550 Email: specialevent@hubinternational.com CA License #0757776

Making a Reservation

- All applicants must complete a City of Patterson Rental Application and pay all fees when submitting a reservation. **The applicant must be present throughout the entire rental process and event. The applicant shall be the main contact for City staff and will be held responsible for any damages incurred or missing equipment/supplies.**
- An individual or representative of a group may inquire about the availability of a specific date and time, as well as rental rates by telephone or in-person at the Recreation & Community Services Department during regular business hours. **An available date cannot be held for possible use by making an inquiry.**
- Upon approval of an application, a facility rental permit will be issued authorizing the requested use of the PAC facility. Applicants shall not transfer, assign, or sublet use of the PAC or apply for use on behalf of another person or organization.

Denial of Reservation

- Use may be denied for the following reasons:
 - a. The PAC is physically incapable of accommodating the proposed activity by reason of the nature of the activity or the number of people estimated to be in attendance.
 - b. The applicant has failed to agree to comply with all of the conditions of the policy.
 - c. Another event is already scheduled on the requested date.
 - d. The applicant previously used the facility and failed to comply with applicable rules or conditions.
 - e. The applicant has twice before cancelled a scheduled event in the facility without prior notice.
- If at any time prior to, or during the scheduled event, the applicant is not in compliance with the policies and regulations stated in this policy, and after notice of noncompliance has failed or refused to comply (or compliance is no longer possible), the City, acting by and through the Recreation and Community Services Department Director, or his/her designee, may cancel the reservation or terminate the event. Under those circumstances, no fee previously paid by the applicant shall be returned.
- The City reserves the right to cancel a permit issued for any event or activity as deemed necessary. In the event of such a cancellation, notice shall be given as far in advance as possible and a full refund will be issued.

Renter Responsibilities

- Supervision by PAC staff is necessary for the public's safety and well-being. PAC staff shall be responsible and have complete authority over the facility being used and all equipment, participants and activities. The PAC staff shall have authority to request changes in activities or the cessation of activities. Applicants must comply with these requests and instructions. PAC staff shall be responsible

for enforcement of all policies, rules and regulations. The PAC staff shall have the authority to deny or terminate the use of the facility if a determination is made by PAC staff that the use does not conform to the requirements of PAC use policies and regulations and/or may cause damage to the facility.

- In the event of damage, destruction or defacement, the applicant shall be liable for all expenses required to repair, restore or replace the facility, its furnishing or equipment to its original condition. If this occurs, the permit applicant will be billed accordingly.
- Cleanup is the applicant's responsibility. This includes removing and disposing of all trash into proper receptacles. All personal items must be removed from the facility. Storage is not provided at the PAC.
- Youth events shall be supervised by one adult for every ten (10) minors. While PAC staff will be watching all youth at events, we ask that applicants assist PAC staff in supervision of youth and acknowledge that PAC staff decisions are based on the concern for safety of every individual.
- One week before the event and immediately following the event, the applicant will perform a walkthrough of the facility with the Pool Manager ,or Recreation Coordinator and undergo a checklist so that it is clear what the applicant has access to at the facility, and that no damage has occurred at the end of the event.

Refunds and Cancellation

- Cancellation Policy
 - a. A group may cancel their reservation thirty (30) calendar days prior to the event with a refund less \$30 for administration fees.
 - b. A cancellation fee based upon 50% will be made if a group cancels their reservation within thirty (30) days prior to the event.
 - c. In the event the permit holder fails to appear for the scheduled use or cancels with five (5) days or less notice before event, no refunds of fees will be given.
 - d. A full refund or new reservation will be given due to cancellation caused by the PAC or due to inclement weather. The PAC is open despite wind and rain, but will close if there is lightening.
- Refunds
 - a. If a refund is deemed appropriate, they will be mailed out two (2) to four (4) weeks after the event.

Miscellaneous Regulations/Prohibited Activities

- Animals are not permitted inside the PAC except those that serve as aides to physically challenged individuals. This includes, but is not limited to, guide dogs for the blind, hearing dogs for the Deaf or physically impaired.
- Illegal activities shall not be permitted. All groups and individuals using the PAC shall comply with City, County, and State and Federal laws. Fighting, gambling and lewd conduct are prohibited.
- No firearms or other weapons are allowed in the facility.
- The use of alcohol and tobacco is prohibited in the facility.

- Applicants are not allowed to bring any outside music to be played at the event. The PAC will provide a radio in which the applicants may choose a preferred station.
- Personal property (equipment, supplies, etc.) must be removed from the PAC immediately following the event. The PAC reserves the right to remove any remaining items from the premises and have them stored at the owner's expense. If such equipment or supplies are not claimed within one (1) week after notice to the applicant, the PAC reserves the right to dispose of such material in any manner it deems appropriate and retain any proceeds received from such disposal. Any cost to the City, including, but not limited to, administrative costs incurred to dispose of the unclaimed property in excess of the revenue received from such disposal shall be billed to the user with payment due and payable in thirty (30) days.

Patterson Aquatic Center Rules

- Be safe.
- Be responsible.
- Be respectful.

The following is a list of rules that are included within the PAC rules as stated above:

Listen to the lifeguards.

All ages must pass a swim test upon entering the deep end.

All children under the age of five (5) must be accompanied by an adult **in the water**.

All children under nine (9) must have parent in the facility.

No running on deck or diving boards.

No inflatable flotation devices.

If needed, life vests are available for FREE within the office. If you would like to bring in your own lifejacket, it must be checked by PAC staff to verify that it is U.S. Coast Guard Approved.

No swimsuits with built in floatation devices.

Only PAC issued swim diapers allowed.

Swim diapers are included in the admission price for small children.

No glass containers.

No goggles that cover the nose (snorkel masks).

Persons dressed in street clothes are not allowed in pool unless authorized by a Pool Manager.

No boisterous activity: dunking, pushing, hitting, fighting, and biting.

No gang colors or signs in pool area.

No eating or drinking in the pool

No swimming in baggy shirts due to increased drowning risk.

No swimming in jeans due to increased drowning risk.



AQUATICS CENTER RESERVATION APPLICATION

All event applications are subject to approval by the Recreation & Community Services Department.

Please print or type the information below and answer all areas as thoroughly as possible. If the information does not pertain to your activity, indicate *not applicable*.

Event Description: _____

Date of Event: _____

Event Start Time: _____ Event End Time: _____

Set up Time: _____ Tear Down Time: _____

Table Rentals: (cost for two (2) eight foot tables for three (3) hours is \$60).

or

Private Party:

1-50 people

51-100 people

101-200 people

Applicant Name (s): _____

Address: _____ City _____ Zip _____

Email Address: _____

Phone: _____ Cell Phone: _____ Fax: _____

Who is the target audience for the activity? _____

Estimated number of guests to attend: _____



FACILITY HOLD HARMLESS WAIVER

The undersigned agrees to indemnify, hold harmless and defend, the City of Patterson, its' officials, employees, volunteers, agents and representatives against any and all claims or liabilities of any injury or death to any person or damage to property in any manner arising out of or incident to the performance of this agreement, including without limitations all consequential damage, whether or not resulting from the negligence of the undersigned or their agents or guests.

Applicant Signature

Date

KNOWING AND VOLUNTARY EXECUTION

I have carefully read this application and the policies and procedures packet and fully understand its' contents. I am aware that this is a contract between myself and the City of Patterson and I sign this application of my own free will.

Applicant Signature

Date

* * *

The City of Patterson Recreation & Community Services Department hopes you enjoy using our facilities. If you have any questions or concerns please call our office at 209-895-8080 during regular business hours, M-Th 8:00am to 6:00pm and Fri. 8:00am to 5:00pm. In case of emergency please dial 911. If you need assistance during the weekend please call our part-time staff at (209)495-2370.