

POLICY #440

COTTONWOOD HEIGHTS PARKS AND RECREATION SERVICE AREA

POLICY GOVERNING SUNDAY/HOLIDAY HOURS OF OPERATION

REFERENCE:

Sunday opening approved, Board of Trustees Meeting, December, 1986; Revised January 1, 2004.

PURPOSE:

To establish operating hours for Sunday or holiday usage of Cottonwood Heights Parks & Recreation Service Area.

SECTION I: DEFINITIONS:

Board of Trustees – Three elected officials to serve on the Cottonwood Heights Parks & Recreation Service Area Board.

Service Area – Special taxing district governed by an elected Board of Trustees. Also known as Cottonwood Heights Parks & Recreation Service Area

SECTION II: POLICY:

1.0 Sunday/Holiday Opening

- 1.1 Cottonwood Heights Parks & Recreation Service Area will be open on Sundays and holidays on a limited schedule for public usage and private rentals.
- 1.2 The facility will be closed on Easter Sunday, Christmas Day, the Sunday following Christmas Day when it falls on a Saturday, and the Sunday before Christmas Day when it falls on a Monday.
- 1.3 All employees hired to work at Cottonwood Heights Parks & Recreation Service Area may be required to work on Sunday or a holiday as per their job descriptions.

SECTION III: PROCEDURE

1.0 Sunday Hours

- 1.1 The facility will be open to the public from 12 noon to 5:00 p.m.

- 1.2 Hours of operation and usage for various activities (i.e. swimming, ice skating, gymnasium, track, fitness rooms, etc.) shall be determined by administration and approved by the Board of Trustees.
- 1.3 The ice arena and gymnasium may be rented during non-public hours on Sunday for hockey leagues, practice ice, group activities etc. Cottonwood Heights Parks & Recreation Service Area staff will be scheduled accordingly.
- 1.4 All parks managed by Cottonwood Heights Parks & Recreation Service Area will be available on Sunday for public use or private rental.

2.0 Holiday Hours

- 2.1 The facility will be open to the public from 12 noon to 5 p.m. on Memorial Day, Independence Day, Pioneer Day, and Labor Day.
- 2.2 All other holiday hours will be approved by the Board of Trustees to better meet the needs of the Service Area patrons. (e.g. New Year's Day, Martin Luther King Day, President's Day, Veteran's Day, Thanksgiving Day).
- 2.3 There will be no private rentals on holidays unless pre-approved by the Director or designee.

APPROVED AND PASSED THIS _____ DAY OF _____, 20__

COTTONWOOD HEIGHTS
PARKS AND RECREATION SERVICE AREA

By: _____

Mike Peterson, Director

BOARD OF TRUSTEES

By: _____

E. Bart Hopkin, Chairman