



## J-Neils Memorial County Park

Located at  
188 Rodeo Drive  
1 mile North of Libby on Highway 37

Lincoln County  
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### J-Neils Memorial County Park Policy & Procedures

Thank you for your interest in using our park. Welcome to the J-Neils Memorial County Park, where we are proud to offer a number of recreational venues such as: lighted basketball courts, baseball fields (2 softball, 2 babe ruth), 2 soccer fields, 18 hole Folf course, 1.4 mile paved walking/biking path in the park which is connected to a 3.6 mile paved walking and biking path system, covered pavilions, picnic tables, horseshoe pits, playground, fenced Dog Park with agility equipment, shaded picnic areas, a covered band stand and Grandstands around our rodeo arena which was awarded, #1 in the State of Montana in 2008.

In our commitment to make your visit a safe and pleasurable experience, there are rules and policies that we ask our guest to follow. These established policies will be implemented without exception. Failure to comply with these policies will not be tolerated and may result in an eviction and/or possible restrictive use of the park facilities and/or expulsion from park premises in the future.

#### **I. GENERAL PARK POLICIES**

- A. No political signs are to be placed on the property unless being used at an event.
- B. No illegal gambling allowed.
- C. All pets shall be kept on a leash (6 feet or less) and under control at all times. Please pick up after your pets. The park provides Dog Depots with gloves throughout the park.
- D. No glass containers allowed on park premises (zero tolerance).
- E. Noisy, boisterous or disruptive conduct will not be tolerated. Please maintain good order.
- F. Loud speakers & music must shut down by midnight (zero tolerance).
- G. All vehicles will be restricted to designated parking areas.
- H. No littering: discard trash in provided litter containers. Dumpsters are for park use only.
- I. Alcohol by permit only.
- J. Camping by permit only.
- K. Rodeo grounds and arena are for personal use only and cannot be used by professional trainers etc. to make a profit.
- L. Walking paths, Folf course or other park venues, in and around the park may be closed as needed during events.
- M. All park users are responsible for their own actions and safety and will not hold J-Neils Memorial County Park liable.
- N. No campfires.
- O. Firearms will NOT be discharged in the park.
- P. All activities at the park are at your own risk.

- Q. Sports field organizers must execute a Facility Use Agreement at the beginning of each year with the county for the use of any County sports field. This agreement is done yearly. A walk through with the park attendant at the beginning of the agreement and after the last day of field use is required.
- R. Power use is by permit only included in the facility user agreement.

## **II. EVENT CATAGORYS – Fees vary depending on resources requested**

- 1. Small events which may include private picnics, family reunion, church parties, school events, small horse events and walk-ins.
  - a. Free
  - b. Cannot use if a scheduled event is going on
  - c. 1<sup>st</sup> come 1<sup>st</sup> serve
  - d. There are four portable toilets throughout the park.
- 2. Weddings, class reunions, larger church parties etc. fees may apply
  - a. Must be on the park schedule/calendar
  - b. Must fill out paperwork sign an agreement
- 3. Week-end warriors' day use
  - a. Must be on the park schedule/calendar
  - b. If livestock is involved see Article III
  - c. Baseball field see Article IV
  - d. Soccer field see Article V
  - e. Basketball courts & Folf course see Article VI
  - f. Dog Park see Article VII
- 4. Rodeo, Logger Days, Omoksees, Large concerts
  - a. Must be on the park schedule/calendar.
  - b. Must sign a facilities use agreement.

Fees vary depending on resources requested and length of time in use.

## **III. RODEO GROUNDS**

Which includes the arena, warm up area, round pen, covered stalls and fence panels.

- A. No training horses for business in horse facilities.
- B. No horses in the food court area.
- C. Organizer can use the county dumpsters. If more are needed, organizer must supply them.
- D. If organizer needs dumpsters moved to a different location, the park attendant needs to know the Tuesday prior to the event or they will not be moved.
- E. Organizer must pay a cleaning & key deposit. Deposits may be returned after inspection.
- F. If keys are not returned or if facilities are not cleaned and/or pass inspection, the deposit will not be returned.
- G. When the facilities pass inspection and all keys are returned the deposit will be returned on the next business day.
- H. Grounds must be left in as good or better shape than it was before the event.
- I. If camping is allowed the organizer is responsible for cleanup of camping area.
- J. No campfires.
- K. Fence panels are available for event use and must be returned to their storage area.
- L. Keys must be checked out at least two days before the event
- M. If more than 50 people at the event, the organizer must supply portable toilets.
- N. If less than 50 people, the restroom facilities may be used but must be cleaned after use.

- O. If the automatic sprinkler system needs to be shut off it is the organizer's responsibility to tell park attendant.
- P. If arena preparations by the park attendant are needed, they must be made in advance and will be done if time permits.
- Q. Pre-approval is required for all Arena preparations not done by the park attendant.

#### **IV. BASEBALL FIELDS**

- A. Mowing will be the responsibility of the park attendant.
- B. No personal lawn mowers allowed on the field.
- C. Restroom, concession stand, keys and storage sheds are the baseball organizers responsibility.
- D. Keep concession stand clean to Health Department Standards.
- E. Clean total fields, restrooms and parking lot at the end of each game day.
- F. The park will supply the powder for lining the fields.
- G. It is the responsibility of the baseball organizers to supply a season schedule to the park attendant for mowing purposes.
- H. It is the responsibility of the baseball organizers to drag; line and rake the infields.
- I. The baseball facilities, including fields must be put back in order and all trash removed at the end of each game day.
- J. Kootenai Valley Babe Ruth is in control of the concession stand and arrangements must be made through them for concessions.
- K. No pets or livestock are allowed on the field.
- L. All functions and events shall dismiss no later than midnight.

#### **V. SOCCER FIELDS**

- A. Mowing will be the responsibility of the park attendant.
- B. No personal lawn mowers allowed on the field.
- C. Restroom, concession stand, keys and storage sheds are the soccer organizer's responsibility.
- D. Keep concession stand clean to Health Department Standards.
- E. Clean total fields, restrooms and parking lot at the end of each game day.
- F. It is the responsibility of the soccer organizer to supply a season schedule to the park attendant for mowing purposes.
- G. The soccer fields must be kept clean and free of trash.
- H. Only necessary authorized vehicles are allowed on the fields.
- I. No pets or livestock are allowed on the field.
- J. All functions and events shall dismiss no later than midnight.

#### **VI. BASKETBALL COURTS - FOLF COURSE - WALKING TRAIL**

- A. Open to public.
- B. Be courteous to other users.
- C. Keep clean and presentable.
- D. Report any concerns to the park attendant.
- E. Folfers must be aware of walkers or cyclists on walking trails.
- F. Basketball players must be aware of pedestrians.
- G. Walking paths, Folf course or other park venues, in and around the park may be closed as needed during events.

## **VII. DOG PARK**

- A. Dogs must be current on all vaccinations and a current rabies certificate must be present.
- B. All Lincoln County dogs must be current on their county license.
- C. Dogs must be leashed when entering and exiting the Dog Park.
- D. For their protection, no infants or small children are permitted in dog park.
- E. Puppies under 4 months of age are not allowed in Dog Park.
- F. Owners are responsible for the behavior of their animals.
- G. Female dogs in heat are not permitted in the park.
- H. Do not bring human or dog food inside the park.
- I. Do not give treats to any dog without the owner's permission.
- J. ALWAYS SCOOP YOUR DOG'S POOP!! Owners must clean up any dog droppings made by their pet immediately. Please help with "Orphan poop".
- K. Dogs are not allowed to dig; owners must fill any holes made by their pets.
- L. All off-leash dogs must be under voice control of their owners.
- M. Failure to abide by the park rules may result in loss of privileges or owners may be ticketed.

## **VIII. MAINTENANCE**

- A. Arena
  - 1. The arena will be groomed by the park attendant as time permits.
- B. Water
  - 1. The water is on from roughly April 1<sup>st</sup> till the mid to end of October.
    - a. No unauthorized water trucks filling in the park.
  - 2. Sprinkler system
    - a. Only operated by park attendant (zero tolerance).
    - b. System is in operation from 10pm to 8am.
    - c. If the automatic sprinkler system needs to be shut off it is the organizer's responsibility to tell park attendant prior to the event.
- C. Electricity
  - 1. Vendor booth power
    - a. All power for vendors is along the rodeo grounds entrance.
    - a. Power is available around the food court area.
    - b. Power is available at the beer garden and food booth.
    - c. Power is available at the North end of the arena.
  - 2. Park attendant is responsible for power keys and turning on/off power.
- D. Garbage
  - 1. Garbage dumpsters are provided which the organizer can use.
    - a. If more dumpsters are needed, organizer must supply them.
    - b. If organizer needs dumpsters moved to a different location, the park attendant must be notified the Tuesday prior to the event or they will not be moved.
    - c. Garbage must be IN the dumpster.
    - d. All garbage from other smaller garbage cans must be put in a dumpster at the end of the event.
    - e. Garbage cans are provided throughout the park.

E. Restrooms

1. Restroom located behind grandstand.
  - a. Can be used for events that have 50 or less people attending.
  - b. If more than 50 people are attending this restroom cannot be used.
  - c. Restroom must be clean at all times.
  - d. The park will provide toilet paper, hand towels and soap.
  - e. Shower facility by permit only.
  - f. Must be clean for final inspection.
2. Restroom located at the Soccer and Baseball fields
  - a. The park will provide toilet paper, hand towels and soap.
  - b. Must be clean for final inspection.
3. Four Portable toilets throughout the park
  - a. Year round access.
  - b. Toilet paper is provided by rental company.
  - c. Organizer is responsible for providing additional portable toilets.

F. Sound system in the crow's nest

- a. Must have a designated qualified operator.
- b. Mic is provided in the crow's nest (not wireless).
- c. Wireless mic adaptability for low impedance XLR *only*.
- d. RCA stereo input jacks for MP3 players.
- e. Non portable.
- f. Full coverage of arena area.

G. Concessions:

1. These rules apply to all 3 food areas in the park:
  - a. Softball concessions, Soccer concessions & Rodeo grounds food booth and beer garden.
  - b. All kitchens must be clean at all time.
  - c. Food preparation & discernment must follow LC Health Department Standards.
  - d. Food vendors must have proper permits from the Health Department.
  - e. Water is supplied by the park.
  - f. No food will be left out or on counters over night.
  - g. All concessions garbage must be removed from the concessions booth and put in a dumpster at end of day.
  - h. The park does not supply any paper products for concession stands.

H. Other:

1. Picnic tables must be returned to their areas.
2. Stock panels must be returned to their storage area.
3. Orange fencing must be taken down, rolled and put away.
4. Hoses used must be put back where they were found.
5. Report any damage to the park attendant immediately.
6. This is your park, be a good steward.

## **IX. ALCOHOL BY PERMIT ONLY**

1. Alcohol provided by licensed vendor:
  - a. Alcohol must be in fenced area only.
  - b. No glass containers.
  - c. Event must have special event liquor license through the State of MT.
2. Alcohol provided by organizer:
  - a. Alcohol in fenced area only.
  - b. No glass containers.
  - c. Event must have special event liquor license through the State of MT.

## **X. PLAYGROUND**

- A. Children under 12 must be accompanied by an adult and must remain under adult supervision while engaged in playground activities.
- B. Littering is prohibited. Garbage cans are provided throughout the park.
- C. Any holes that were dug must be filled in before leaving.
- D. Playground facilities and its components must not be used for any other reason than its intended function.
- E. Valid reasons for suspension from playground use:
  1. Abusive or profane language.
  2. Fighting.
  3. Threats to other park visitors.
  4. Possession of glass containers.
  5. Possession of illegal drugs.

## **XI. CAMPING**

- A. By permit only.
- B. Primitive camping only.
- C. No open fires.
- D. Camping other than events.
  1. Travelers who have livestock and need a break.
    - a. Must be able to provide Brand Inspections (if applicable) and other required livestock documentation.
    - b. Check with park attendant for permit.