



**Town of Flower Mound  
Parks and Recreation Department  
1200 Gerault Rd.  
Flower Mound, TX 75028  
972.874.6300**

## **DISC GOLF COURSE RENTAL POLICY**

(Effective May 2, 2019, as approved by the Parks Board)

### **Purpose**

This policy is intended to assist the user when applying for a rental permit for exclusive use of the Town's disc golf course for tournaments. It describes specific rules and regulations governing the use of disc golf courses.

### **General Information**

All disc golf course rentals must be made in person at the Parks and Recreation administrative office located in the Community Activity Center (1200 Gerault Rd). No telephone, e-mail, or fax rentals will be taken. Rentals are accepted during business days (M-F) and hours (8:00 a.m. - 5:00 p.m.) as described in this policy. **Fees are required.** Payments will be charged in full upon approval of the permit application. Failure to pay appropriate fees and/or complete required paperwork will result in denial of the request. Disc golf course rentals are only available to groups and/or organizations wishing to host a tournament. Representative from group and/or organization must be at least 18 years of age or older to reserve the disc golf course. Proper identification is required to determine age. Groups and/or organizations reserving the disc golf course must comply with all applicable rules, regulations, Town ordinances, policies, and procedures. Failure to comply may result in denial of any subsequent use of the disc golf course.

Rental applications can be made up to twelve (12) months in advance and must be submitted no later than forty-five (45) days prior to the tournament start date. Submittal of a rental application does not automatically grant a permit or confirmation of use. All applications will be processed on a first come, first serve basis. It is the responsibility of the applicant to submit any amendments and/or revisions for approval to the original rental application in writing, seven (7) days before tournament date. The Parks and Recreation Department reserves the right to deny or reject rental requests.

The frequency of two (2) tournaments on the same disc golf course must be at least 90 days apart unless permission is granted by the Director of Parks and Recreation or his/her designee. This policy does not apply to Town organized or Town sponsored tournaments.

Group and/or organization may be required to apply for a special use permit through the Town's Environmental Services Division. This will be determined by the Director of

Parks and Recreation or his/her designee based on the scope, size, and site plan of the tournament.

### **Cancellation and Refund Policy**

The Town of Flower Mound Reserves the right to cancel or postpone any activities due to weather, unsafe playing conditions, or any other reason that might endanger the safety of the players or public.

- Cancellations must be made in writing and submitted to the Parks and Recreation Department during normal business hours.
- If cancellation is received sixty (60) days or more prior to the scheduled tournament date, applicant will receive a full refund minus a \$35.00 processing fee.
- All cancellations received with less than thirty (30) days-notice will not be entitled to a refund for the rental fee. Deposit will be refunded in full.
- No refunds will be granted within thirty (30) days of event unless the cancellation of the tournament is a decision made by the Parks and Recreation Department due to severe weather conditions or course playability.
- Rescheduling in lieu of a refund is permitted based upon the availability of time slots. In order to be considered for approval, the tournament must be rescheduled no later than fourteen (14) days after the date of the original scheduled tournament. Failure to submit a request for a refund or to reschedule in the timeframe noted forfeits the opportunity for a refund or rescheduling in lieu of a refund.

### **Rental Fees**

Checks, cash, and credit cards are acceptable methods of payment. Please make checks payable to the Town of Flower Mound.

- Rental fee for tournaments
  - One (1) Day Tournament: \$200.00
  - Two (2) Day Tournament: \$360.00
  - Tournament Deposit: \$200.00
- Tournament rentals will be limited to a maximum of six (6) hours per day and will receive exclusive use of the disc golf course (if requested). Applicant will work with the Parks and Recreation Department to determine tournament hours.
- Groups and/or Organizations must submit a Certificate of Liability Insurance for commercial general liability insurance, which provides bodily injury and property damage coverage at limits not less than \$1,000,000 combined single limit per occurrence. The Town of Flower Mound shall be named as an additional insured on the certificate, listing the date(s) and location of the tournament.

- A Non-Sufficient Funds fee of \$25 will be assessed for any returned check to the Town of Flower Mound.

## **Rules and Regulations**

All permitted events, participants and guests, vendors and exhibitors shall abide by all Town rules, regulations, and ordinances. Permits can be terminated immediately at the discretion of local law enforcement authorities and/or the Town of Flower Mound Parks and Recreation Department, if the terms of the application are misrepresented, violated, or when public safety is threatened. Cancellation of the permit for cause will result in forfeiture of all fees and deposits.

- Hours – Disc golf course use should not extend outside the hours of the approved rental request. No rentals will be allowed to continue thirty (30) minutes after sunset.
- Closed Course - It shall be unlawful for any person to go on the course that has been designated a “Closed Course” and has been posted, unless for the purpose of course maintenance.
- Intended Use - It shall be unlawful for any person to use the disc golf course for any activity other than its intended use except as authorized in writing by the Director of Parks and Recreation or his/her designee.
- Alcoholic Beverages - It shall be unlawful to possess alcoholic beverages in any portion of a public park.
- Glass Containers - It shall be unlawful to possess glass beverage containers in any portion of a public park.
- Animal Control - It shall be unlawful for any person to bring any animal into any public park that is not under the immediate control of the person by means of a leash or rope no longer than six feet.
- Smoking – Smoking is prohibited in all public parks.
- Activity Disruption - It shall be unlawful for any individual or group to prevent, disrupt, interfere with or obstruct in any manner any authorized, permissible and/or organized activities, programs or uses in any public park.
- Refuse/Litter - It shall be unlawful to leave garbage, cans, paper or other refuse in a public park anywhere other than in the receptacles provided.
- Motor Vehicle Operation - It shall be unlawful for any person to operate a motor vehicle in, on, upon, over, across, and/or through any public park.

- Parking of Motor Vehicles - It shall be unlawful for any person to leave, stand or park any motor vehicle in any area not designated for such purpose. If designated parking areas do not exist and if not prohibited by appropriate signage, motor vehicles shall be parked on street, adjacent to the curb, or, if there is not a curb, adjacent to the edge of the roadway, whether improved or unimproved.
- Overnight Camping and Parking - It shall be unlawful for any person to camp, to park a vehicle or to place camping equipment overnight in any public park.
- Parking Obstruction - It shall be unlawful for any person to leave, stand or park any motor vehicle in any public park, or on or along any street, in or adjacent to a public park in such a manner as to block, obstruct or otherwise render inaccessible or unusable a vehicle entryway or exit or traffic circulation lane. The Town shall be authorized to have such vehicle removed at the owners' expense.
- Weapons Possession - It shall be unlawful for any person other than a federal, state or local law enforcement officer or agent, to possess a loaded or unloaded firearm, (excluding handguns as authorized by the state concealed handgun statute), ammunition, bow and arrow, cross bow and arrows, any other type of loaded or unloaded projectile firing devices, in any public park.
- Damage/Defacement – It shall be unlawful to damage or deface any trees, plants, turf, structure, fence, bench, table, apparatus, or paved surface or other area.
- Damage Assessment - Any person convicted of damaging or defacing any improvements, equipment, structures, or authorized materials in any public park, regardless of whether such items are the property of the Town or of an individual or entity, or convicted of removing such items from any public park, shall be required to pay damage fees to include the cost of materials and labor for repair or replacement.
- Unauthorized Trespass - It shall be unlawful to enter any portion of a public park posted as “CLOSED – DO NOT ENTER \$50 - \$500 Penalty for Violation” unless approved in writing by the Director of Parks and Recreation or his/her designee.
- Failure to Comply - Failure to comply with park rules and regulations may cause the cancellation of the rental and possible denial of the use of the disc golf course in the future. Some rules and regulations carry misdemeanor penalties for violations and, upon conviction, shall be fined as provided in section 1-13 of the Town of Flower Mound Code of Ordinances.
- For complete list of prohibited acts, please refer to the Town's Code of Ordinance 54-72.