

It is the intention of the City of Sand Springs to provide for the safe and responsible use of alcoholic beverages and/or low-point beer in the Case Community Center and municipal parks in general.

Through the Sand Springs Municipal Alcohol Policy, Resolution #04-17, the Park Advisory Board and the City has taken an important step in preventing alcohol-related problems at municipal events and in municipal facilities. The policies include the following:

DEFINITIONS

The Park Advisory Board exercise advisory jurisdictions over the Community Center and Municipal Parks, and have adopted this policy and shall periodically review same and make modification recommendations to the City Council.

A special event shall be defined as: Conducting lawful sales and/or consumption of alcoholic beverages and/or low-point beer on specified dates and times in compliance with all state, county and municipal laws, codes and regulations.

User(s) shall be defined as: Those individuals, associations, entities, firms or corporations that provide alcoholic beverages and/or low-point beer for sale and/or consumption at the Case Community Center and/or Municipal Parks, and they shall maintain valid licenses and permits as required by state, county and municipal laws, codes and regulations as applicable to the activity or event being conducted.

Users' authorized representative(s) shall be defined as: A representative that shall be available to those performing bar, door or floor duties, as well as attendees, to manage problems, concerns or other issues that may result from sales or consumption of alcoholic beverages and/or low-point beer.

A minor shall be defined as: A person under the legal drinking age of 21.

Alcoholic beverage shall be defined as: A beverage containing in excess of 3.2% alcoholic content by volume.

~~**Low-point beer shall be defined as:** Beer with 3.2% or less alcohol content by volume.~~

INSURANCE

A minimum of one million dollars (\$1,000,000.00) in liquor liability insurance shall be required for special events at the community center, municipal parks, festivals, fairs, carnivals, and concerts, ~~with an anticipated attendance greater than 500 people.~~ The City of Sand Springs shall be named as ~~co-insured~~ on such insurance. *an additional INSURED*
Proof of purchase shall be provided at least fourteen (14) days prior to the activity.

MINORS AND ALCOHOL-RELATED EVENTS

When alcoholic beverages, ~~low-point~~ beer, wine or champagne is being consumed, minors must be accompanied by a responsible adult of legal age. Minors must not be served or provided alcoholic beverages or ~~low-point~~ beer, either directly or indirectly, by an adult. When minors are present at the Case Community Center and alcoholic beverages, ~~low-point~~ beer, wine or champagne is being consumed the user must rent the entire building.

ALCOHOL MARKETING PRACTICES PROHIBITED

Practices including, but not limited to, oversized drinks, double shots of spirits, drinking contests, volume discounts and unlimited free alcohol, which encourage increased immoderate consumption, are prohibited.

Promotion of the use of alcohol is prohibited in the Case Community Center and Municipal Parks unless the Park Advisory Board recommend to the City Manager or his/her designee to grant an exception in the case of a specific event sponsored in whole or part by a brewery, winery or distillery.

EVENT WORKERS AND TRAINING

For a special event where alcoholic beverages and/or ~~low-point~~ beer will be sold, the user shall provide a list specifying employees, volunteers or other event workers who will be involved in the provision, dispensing sales of alcoholic beverages and/or ~~low-point~~ beer, as well as employees, volunteers or event workers who shall monitor the consumption of alcoholic beverages and/or ~~low-point~~ beer by attendees. The City Manager, The Director of Parks and Recreation, The Chief of Police, or their designees, shall have the right to regulate or prohibit any individual from acting in such capacities.

For a special event where a liquor liability insurance policy, as described above, is required, the user shall also certify that all employees, volunteers or other event workers acting in the above capacities shall have successfully completed a recognized alcohol server training course. The training course must be one that provides the event workers with information and techniques on how to prevent alcohol-related problems from occurring and how to intervene when they do occur.

The Park Advisory Board may recommend to the City Manager or his designees, to require certification of alcohol server training at special events where a liquor liability insurance policy is not required, and shall have the right to request modification of certification requirements for any special event where alcoholic beverages and/or low point beer will be served.

ENFORCEMENT

Violations of any type, willful or not, shall be a consideration factor in approval or disapproval of a user's future request(s) for use of Municipal Parks or the Case Community Center for special events involving sale or consumption of alcoholic beverages and/or ~~low-point~~ beer.

Nothing in this policy shall prevent any violation, willful or not, from being investigated as a separate matter, by any governmental agency charged with enforcement of alcoholic beverage and/or ~~low-point~~ beer laws, codes and regulations. Nothing in this policy shall preclude any governmental agency authorized to regulate alcoholic beverages and/or ~~low-point~~ beer from entering Municipal parks and/or the Case Community Center, for the purposes of investigating compliance with all applicable state, county and municipal laws, codes and regulations.

WORKERS OF LEGAL AGE, DUTIES REQUIRED

All employees, volunteers or other event workers engaged in the provision, dispensing and/or sales of alcoholic beverages and/or ~~low-point~~ beer at regular activities or special events, or engaged in the monitoring of consumption of same by patrons or attendees, shall be a minimum of 21 years of age.

PROCEDURES FOR OBTAINING APPROVAL

Prior to the event the user shall:

- a) Obtain confirmation from the authorized city representative that the facility is available for rental on the date required;
- b) Obtain approval for sales and/or consumption of alcoholic beverages and/or ~~low-point~~ beer from the city manager, the Director of Parks and Recreation or his/her designee.
- c) Obtain all permits for provision, dispensing, sale and/or consumption of alcoholic beverages and/or ~~low-point~~ beer as required by state, county and municipal laws, codes and regulations. Evidence of such permits shall be provided to the authorized city representative at least fourteen (14) days prior to the event.
- d) Provide the names of employees, volunteers or other event workers engaged in the provision, dispensing and/or sale of alcoholic beverages and/or ~~low-point~~ beer, and those engaged in monitoring the consumption of same, to the authorized city representative fourteen (14) days prior to the event. Where certification of alcohol server training is required, proof of such certification shall also be provided fourteen (14) days prior to the event.

e) Purchase a minimum one million dollars of liquor liability insurance for special events as applicable or required by this Policy. Proof of such insurance shall be provided to the authorized city representative at least fourteen (14) days prior to the event. *The city shall be named an additional insured on this policy.*

RULES, CONTROLS AND RESPONSIBILITIES OF USERS

1. Users acknowledge by executing the municipal facility permit or rental agreement that they will strictly observe and ensure compliance with the controls of this Policy:
2. All required permits shall be conspicuously displayed in the immediate area of the Municipal Park or the Case Community Center where the alcoholic beverages and/or ~~low-point~~ beer are to be provided, dispensed, sold or consumed.
3. Users are encouraged to provide a variety of safe transportation options for impaired patrons or attendees.
4. Users shall inform their employees, volunteers or other event workers of the potential for litigation involving the misuse of alcoholic beverages and/or ~~low-point~~ beer, and shall provide them with the knowledge necessary to lessen the likelihood of such legal action.
5. The Director of Parks and Recreation, City Manager, Chief of Police, or their designees, reserves the right to require submittal of a security plan and/or the presence of police officers or qualified security personnel for the duration of an event, the cost of which will be borne by the user. Any such security plan must receive written approval from the City of Sand Springs before the event may be held.
6. Users shall ensure that the required certified alcohol servers are on site and performing designated duties at the appropriate times where required.
7. At least one of the users' authorized representatives, as indicated on the municipal facility permit or rental agreement, shall be available at the designated Municipal Park or the Case Community Center during the entire duration of the event to assure compliance with all state, county and municipal laws, codes and regulations, as well as the provisions of this Policy; and shall also be present to assure the proper removal of alcoholic beverages and/or ~~low-point~~ beer from the municipal event or facility upon conclusion.
8. Users' authorized representatives shall be available to those performing bar, door or floor duties, as well as attendees, to manage problems, concerns or other issues that may result from sales or consumption of alcoholic beverages and/or ~~low-point~~ beer.
9. All alcoholic beverages and/or ~~low-point~~ beer used at a Municipal Park or the Case Community Center shall be purchased, dispensed, sold and/or consumed in compliance with all state, county and municipal laws, codes and regulations.
10. Users shall ensure that alcoholic beverages and/or ~~low-point~~ beer sold or consumed at Municipal Park events or in the Community Center are not removed from the designated locations within those events or facilities by patrons or attendees.
11. All bottles shall be retained within the bar area. All beverages shall be served in unbreakable cups. The City Manager or his/her designee upon a recommendation from the Park Advisory Board may amend this control when alcoholic beverages and/or ~~low-point~~ beer are to be served at a formal event.
12. If alcoholic beverage and/or ~~low-point~~ beer tickets are purchased from a designated ticket seller at a Park or the Case Community Center special event, a maximum of 4 tickets (servings) per person will be permitted at one time.
13. Minors shall not be served or otherwise provided with alcoholic beverages and/or ~~low-point~~ beer. The only acceptable form of identification shall be government-issued photo identification. Such identification shall be inspected before providing/serving a person who appears to be under the age of twenty-one (21).

14. Users shall request that individuals participating in masquerade events unmask or otherwise identify themselves to event organizers for the purpose of age identification.
15. Users shall ensure that during the Municipal Park and/or Case Community Center special events, the physical setting is safe and accommodating for both drinkers and non-drinkers of alcoholic beverages and/or ~~low-point~~ beer.
16. All exits shall be monitored by users and kept clear of obstructions at all times.
17. Non-alcoholic drinks shall be available without charge or at a cost lower than that of drinks containing alcohol.
18. Announcements near the end of a special event, or near the close of business for a regular activity, stating that provision, dispensation or sales of alcoholic beverages and/or ~~low-point~~ beer will cease soon are prohibited.
19. The sale and/or consumption of alcoholic beverages and/or ~~low-point~~ beer shall cease not later than the time specified on the municipal events permit or rental agreement; or any time established by state, county or municipal laws, codes or regulations, whichever is more stringent.
20. Should users become aware of a situation that could lead to disruption, injury or property damage, they shall take immediate action to prevent patrons or attendees from engaging in such activities or conduct.
21. Police shall be notified by users of any potentially disruptive, injurious or damaging situations before they become out of control.
22. Users shall indemnify and save harmless the City of Sand Springs, Sand Springs Municipal Authority and the Park Advisory Board from any and all claims, demands, causes of action, costs or damages that the municipality may suffer, incur or be liable for, resulting from users' performance of their obligations/duties under this Policy.
23. Violations of this Policy shall include:
 - serving someone to intoxication;
 - serving someone who is already intoxicated;
 - serving persons not of legal age, and
 - failing to prevent impaired individuals from driving.

I have read (and understand) the Alcohol Policy and agree to follow the conditions set forth.

NAME: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

PHONE: (HM) _____

(Cell) _____

Responsible Party Signature

Date