

# **POLICY #330**

## **COTTONWOOD HEIGHTS PARKS AND RECREATION SERVICE AREA**

### **POLICY GOVERNING REVOCATION OF MEMBERSHIP**

#### **REFERENCE:**

Approved by the Board of Trustees on May 25, 1999.

#### **PURPOSE:**

To establish the rights of the Service Area to confiscate membership cards and/or cancel memberships.

#### **SECTION I: DEFINITIONS**

Minor - An individual under the age of eighteen.

Membership - One or more individuals who belong to Cottonwood Heights Parks & Recreation Service Area by purchasing a single, couple, family, or senior citizen membership and completing the application process.

Membership Card - Picture ID card verifying a purchased membership.

#### **SECTION II: POLICY**

1.0 Revocation of membership

1.1 Memberships to Cottonwood Heights Parks & Recreation Service Area may be revoked by the Director or designee at anytime for violation of the rules and regulations of the Service Area.

2.0 Revocation of membership ID cards for minors.

2.1 Membership ID cards for minors may be confiscated at the time of use for violation of the rules and regulations of the Service Area.

2.1.1 Parents of the minor will be notified in writing and may reclaim the card in person.

2.1.2 Continued violation of this policy may result in revocation of the membership.

### **SECTION III: PROCEDURE**

- 1.0 All membership information is subject to review and verification of accuracy of information given.
  - 1.1 Errors and omissions may result in additional fees or cancellation of the membership.
  - 1.2 Patrons who have had their membership revoked and issued a trespass warning will not be allowed on the premises of Service Area Property as per the terms of the trespass warning.
  - 1.3 At the end of the revocation period, re-instatement of membership privileges requires a written request to the Director and/or the Board of Trustees.
  - 1.4 Any patron who feels their membership privileges have been unfairly revoked has the right to appeal the decision.
    - 1.4.1 The patron must submit a written notice of appeal to the Cottonwood Heights Parks & Recreation Service Area Director, or designee, within ten (10) days of the revocation date or the patron will be deemed to have waived all appeal rights.
    - 1.4.2 Cottonwood Heights Parks & Recreation Service Area Director, or designee, must respond within ten (10) days of the appeal notice.
    - 1.4.3 The patron may request a meeting with the Cottonwood Heights Parks & Recreation Service Area Board of Trustees within ten (10) days of the Director's or designee's response.
    - 1.4.4 If Cottonwood Heights Parks & Recreation Service Area Board of Trustee's upholds the revocation, the patron has no additional appeal rights.

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