

TOWN OF PENDLETON
6570 Campbell Boulevard
Lockport, NY 14094



*Supervisor Joel Maerten
Councilman Wolfgang Buechler
Councilman Joseph Hickman
Councilman David Leible
Councilman Scott Lombardo*

At the meeting of the Town Board of the Town of Pendleton, Niagara County, New York, held in the Board Room at the Town of Pendleton Town Hall, 6570 Campbell Boulevard, Lockport, New York, 14094 at 7:00 p.m. on March 10, 2025.

Resolution Approving Facilities Usage Agreement (2 of x)

WHEREAS, the Town Board of the Town of Pendleton did approve by resolution a Facilities Usage Agreement (FUA) on February 22, 2022; and

WHEREAS, the approving resolution made the following requirements for the usage of Facilities Usage Agreements:

- A) All facilities usage agreements shall be submitted to the Town Board for final approval by resolution.
- B) Insurance requirements stipulated for each use may be modified, in consultation with the Town Attorney and the Town's insurance agent, based upon the proposed usage detailed in the submitted facilities usage agreement.
- C) No activities shall take place prior to final Town Board approval.
- D) Usage by outside groups is limited to outdoor spaces (e.g. ball diamonds and park spaces), the Town Hall Meeting Room, and park pavilions.
- E) The Town Board may require specific fees for proposed activities that present an undue expense to the Town, such as payment to Town employees working outside of regularly scheduled work schedules.

WHEREAS, the Town created a position of Recreation Director with the intent that the incumbent in this position would assume multiple duties related to recreational use of Town-owned facilities; and

WHEREAS, the Recreation Director has been charged with reviewing and recommending for approval all Facilities Usage Agreements; and

WHEREAS, it is recommended that the procedures for approval of Facilities Usage Agreements be modified to account for the duties and oversight of the Recreation Director.

NOW, THEREFORE BE IT RESOLVED, by the Town Board of the Town of Pendleton on this 10th day of March 2025 that the Facilities Usage Agreement (FUA) procedures are modified as follows:

- A) All facilities usage agreements meeting the approved requirements for insurance coverage and that are complete in all areas may be approved by the Recreation Director and Supervisor in concurrence.

- B) Insurance requirements stipulated for each use may be modified, in consultation with the Town Attorney and the Town's insurance agent, based upon the proposed usage detailed in the submitted facilities usage agreement. Such requests require Town Board approval by resolution.

This resolution shall take effect immediately.