

SPOKANE COUNTY FIRE DISTRICT 8

Policy

**P10.09.01
Facility Use**



Adopted: 08/11/2015
Board Chair: *Charles V. [Signature]*
Commissioner: *[Signature]*
Commissioner: *[Signature]*

Policy: Facility Use

The District is requested from time to time to permit organizations, groups and individuals to use the District station facilities to conduct meetings and for other activities. It is the purpose of this policy to establish the terms and conditions under which the District will permit the use of its station facilities for non-District purposes.

The basic functions of the Fire District stations are to house, in a secure manner, the District vehicles and equipment, to provide a work place for Fire District personnel, and to provide a site for the training of Fire District personnel. The District will not permit the use of the station facilities by any individual or organization that will unreasonably interfere with the primary purposes of the facilities.

The District is a municipal corporation and a political subdivision of the State of Washington. Its station facilities constitute public property of the District. The District is prohibited by the Washington State Constitution, Article 8, Section 7, from giving or loaning its property or the use of its property to any individual, association, company or corporation for private gain. The District is also prevented by RCW 42.17.130 from permitting the use of the District facilities for the purpose of assisting the campaign for the election of any person to any office or for the support or opposition to any ballot measure.

Within the limitations described above, the Board of Commissioners of the District will permit the use of its station facilities under the following conditions:

1. The station will not be available for use when, in the opinion of the Board of Commissioners, it is needed for District purposes.
2. Applications for the use of the station must be submitted in writing to the District at least ten days prior to the date of the intended use. The application must be submitted on a form approved by the District.
3. Upon approval of the application, the application shall constitute a Rental Agreement with the District.
4. The applicant must provide Proof of Insurance coverage or financial responsibility for all activities to be conducted at the station when so requested by the District.
5. No political activities shall be conducted in the station facilities.

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Board Chair: *Charles Noyes*

Commissioner: *Gregory R. ...*

Commissioner: *John ...*

6. The station may not be used for private business or profit-making activities.
7. The applicant shall provide the District with the name, phone number and address of the individual who will be in charge of the function or activity and is responsible for the closing of the station at the completion of the activity.
8. The applicant must agree to surrender the premises in a neat and clean condition at the completion of the activity. The applicant must also post a cleanup deposit with the District if requested by the District.
9. The applicant must agree to be responsible for any damage to the station facilities or equipment located within the station and for the loss or destruction of any such equipment. The applicant agrees to post a damage deposit with the District if requested by the District.
10. The applicant must agree to abide by the rules and regulations as adopted by the District governing the use of the station and the conduct of the members of the public in attendance at the function or event held at the station.
11. The District will not be responsible for the loss, damage, or destruction of any personal property brought to the station by the user of the station or the user's guests or invitees.
12. The use of the station shall not violate applicable state laws or county ordinances.
13. No activity shall be conducted in the station that would adversely affect the insurance coverage on the building or increase the insurance premium.
14. Subject to the conditions contained in this policy, it is in the best interest of the District that affiliated agencies and organizations be permitted to use the District station facility for meetings and activities at no cost to the group. Affiliated agencies/organizations provide benefits to the District to compensate for their use of District facilities and reciprocity to the District for their use of their own facilities when possible.