

PARK PAVILIONS FAQ'S

1. How do I reserve a park pavilion?

Pavilions can be reserved online at www.cityofdubuque/parks and click on the reserve button, calling 563-589-4263 or in person at the Leisure Services office, 2200 Bunker Hill Road.

2. When do I need to pay the pavilion rental fee?

Full payment is required at the time reservation is made.

3. What time of day does the park pavilion open and close?

Pavilion rental times are 9:00 am to 10:00 pm as a maximum default setting. If a rental is requested beyond these time frames it is necessary to complete the reservation with the Leisure Services office at 563-589-4263.

4. What time of year can I use a park pavilion?

Pavilions can be rented during the park season which is the first Saturday in May to the fourth Sunday of October. Online reservations have a default park season of May 7 to October 22. Reservations outside these dates must be done via the Leisure Services office, 563-589-4263

5. When can a pavilion be reserved for future years?

Pavilions can be reserved 23 months in advance.

6. Are refunds allowed for bad weather?

Refunds are not given for inclement weather.

7. Are refunds granted if cancelling the rental?

Refund requests for canceling the reservation may be granted if done 4 weeks in advance of rental date.

8. Is there electricity available in pavilion? How many outlets are available?

15 amp electricity is provided in all pavilions. Electrical outlets are limited however and cannot serve multiple high energy consuming devices such as roasters.

9. Which park pavilions are handicapped accessible?

Most pavilions are handicapped accessible except for the Eagle Point Park pavilions Log Cabin, Promenade Bridge, Terrace Rooms, Indian Room, North and South Verandas due to native and historic construction

10. Where are the restrooms located and are they accessible?

Restroom locations are marked on each respective park map. Only the restroom near the Log Cabin pavilion is not accessible.

11. What alcohol beverages are allowed during pavilion rental?

Alcoholic beverages such as beer, wine and liquor are permitted when renting a park pavilion, however, keg beer is not allowed. The avoidance of glass containers is requested and please use recyclable containers located in the parks or take empty containers with you.

12. Is the Eagle Point Park entrance fee waived when a pavilion is rented in that park?

The \$1.00 per car Eagle Point Park entrance fee is not waived when renting a park pavilion. The entrance fee entitles one (1) re-entrance into the park and original receipt must be given to the toll booth fee collector when re-entering. Renters can purchase prepaid entrance passes to distribute to guests if desired from the Leisure Services office.

13. What smoking restrictions are there for a pavilion or park?

The Iowa Smoke Free Air Act prohibits smoking in public buildings such as the park pavilions, but is allowed in open park areas.

14. What type of tables and size are in pavilions?

Picnic tables of either 6, 8 or 10 feet in length are permanently located in the park pavilions. Some tables in each pavilion include an accessible serving area at one end of the table.

15. Can tables within the pavilion be moved?

Picnic tables are prohibited from being moved from the pavilion.

16. How many tables are near the outside of the pavilion?

Reservations include only the tables within the pavilion rented and tables outside of this area are open to the public for use.

17. Are gas or charcoal grills allowed to be brought into the park?

Gas or charcoal grills are allowed in parks, but hot coals must be doused with water and be cool to the touch before placing in a bag and depositing in a park trash container.

18. What decorations are allowed in the pavilion?

Only table decorations are allowed to be placed in pavilions. No attachments to the pavilion walls or ceiling are permitted other than items attached with string or masking tape which must be totally removed following rental. Open flame candles are prohibited.

19. What signage can be erected outside the pavilion for directions/announcements?

Temporary signage is permitted to be placed in the park boundaries, not on trees, to provide guests information regarding the location of your rental with Park Division Manager approval. Signs may only be in place the day of the rental and must be removed upon leaving the park.

20. Are public events such as walks, runs, etc allowed to use a pavilion?

These types of events in the park require written approval by the Leisure Services office in advance. Events that originate in the park and also utilize city sidewalks/ streets require a *Special Event Permit* from the City Clerk's office, 563-589-4122.

21. Are pets allowed in park pavilions?

Pets are not allowed in city parks except Miller-Riverview Park, Heron Pond Trail, John G. Bergfeld Recreation Area, Granger Creek Nature Trail and Jaycee Trail -- on leashes or in the Pet Park on North Grandview Avenue. Municipal citations may be issued to anyone with a pet in a park where prohibited.

22. Is music allowed to be played or broadcasted in a park pavilion?

Amplified music is allowed providing a music permit is granted in advance from the Park Division Manager. Not permitted in an open air shelter at Eagle Point or Murphy Parks when shared with other renters.

23. Are a wedding ceremony and/or reception permissible in a park pavilion?

Wedding ceremony and wedding receptions are allowed uses of a park pavilion rental.

24. Are recyclable containers available near park pavilions?

Recyclable containers may not be located adjacent to every park pavilion, but are located throughout the park.

25. How often each day is a park pavilion rented?

Park pavilions are rented to only one renter per day.

26. Are pavilions heated/air conditioned, appliances provided?

None of the park pavilions are heated, other than a wood fireplace in some pavilions, or air conditioned and no appliances such as stove or refrigerators are included. Wood used in a pavilion fireplace must be provided by renter and must be from a local source.

27. Contact for problems during day of rental?

Call the Eagle Point Park toll booth, 589-4216 if there is a problem with the pavilion and staff can contact a park maintenance staff member or park patrol. Park Patrol officers can also be contacted via the non-emergency dispatch phone number, 589-4415. For LIFE THREATENING emergencies, call 911.