

CITY OF SALLISAW ADMINISTRATIVE POLICY		Policy Number:	1.006.00	Revision	1
		Effective Date	03-11-2019		
Subject:	Brushy Lake Park Campground and Lake Use				
Department(s):	Parks				

Purpose

The purpose of this policy is to outline rules and regulations for the use of Brushy Lake Park to ensure each visitor’s safety and comfort.

Background

Brushy Lake Park is a beautiful park owned and maintained by the City of Sallisaw. It is provided for the enjoyment of everyone who utilizes the park. The park has campsites for overnight stay, day use picnic areas, rental pavilions, and a beautiful lake. It is the goal of the City of Sallisaw to provide a family friendly park. For safety and security of our visitors, hunting is not allowed at Brushy Lake Park or on the city’s surrounding property.

Policy

Section 1: General Rules of the Lake and Park

1. Fishing shall be governed by the regulations of the Oklahoma Department of Wildlife.
2. While on the lake, boaters are to obey the maximum lake speed of 15 MPH.
3. No Jet Skis, Tubing or Skiing are allowed on the lake.
4. Day users of the park are to use the picnic tables and restrooms specifically identified for *day use*.
5. No alcoholic beverages, glass containers or fireworks.
6. Firearms prohibited on park property, as well as the city’s surrounding property.
7. All vehicles shall be driven or parked on paved areas only.
8. All trash is to be placed in dumpsters and/or barrels as provided.
9. All pets must be penned, caged or on a leash no longer than six feet. No more than three pets. Park users shall be responsible for clean up after their pets
10. If dogs bark excessively or disturb other campers, they will be asked to leave the park area.
11. The park is recognized as a public park. Under no circumstances will the park be rented or leased to an organization where the use of the park would prohibit public access.

Section 2: Camping

1. Campers at Brushy Lake Park shall abide by all rules posted in the park and the rules of this policy.
2. Camping fees, as stated in the City of Sallisaw Master Fee Schedule, must be paid within one (1) hour of occupying a campsite. Camping fees are non-refundable and cannot be transferred to others. Once a campsite is selected, campers may use the payment kiosk in the lower section of the park to complete their camping form and payment. Campers shall use the instructions provided at the payment kiosk.
 - a) If paying by check, the camper shall make the check payable to the City of Sallisaw. In addition, the camper's name, address, driver's license number, state of issue and phone number shall be noted on the check or the camping form provided.
 - b) Once paid, camper shall place the payment in the payment kiosk and place the receipt portion of the form on the rearview mirror of vehicle, or on the camper with information easily seen from the road.
 - c) Campers who are occupying a space that has not been paid for, will be requested to pay immediately or to leave the park. If a camper refuses to leave, the proper law enforcement authorities shall be contacted.
3. Camping fees do not include use of pavilions. Pavilions may be reserved by contacting the City of Sallisaw or the camp host.
4. Camping is for RV and tents only. No camping shall be allowed in the open or in any type of vehicle.
5. No more than two sleeping units per campsite shall be allowed. No more than two vehicles per campsite shall be allowed.
6. For the camping season days of March 1st thru October 31st, a 14-day maximum stay limit shall be enforced, unless extended by the City Clerk. Camping days outside this time period shall be limited to 21 days, unless extended by the City Clerk.
7. Quiet hours of the park are from 10:00 p.m. to 6:00 a.m.

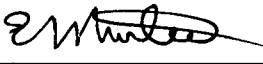
Section 3: Pavilion Rental

1. Advance reservation of the picnic pavilion is required. To reserve the pavilion, park users must call City Hall at (918) 775-6241, during regular business hours. Once reserved, the person or group reserving the pavilion is responsible for placing reserve sign at the pavilion.
2. Rental fees shall be those noted in the City of Sallisaw Master Fee Schedule. Rental fees are non-refundable and cannot be transferred to others.
3. Pavilion may be used between the hours of 6:00 a.m. and 10:00 p.m. daily.
4. All users of the pavilion must clean the area used and dispose of all trash in the provided receptacles.

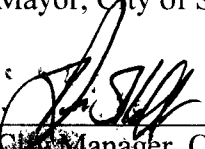
References: NA

Rescission Date: NA

This policy shall remain in effect until rescinded or otherwise modified and approved by the Board of City Commissioners.

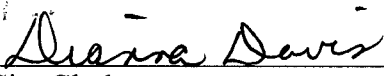


Mayor, City of Sallisaw Date: March 11, 2019



City Manager, City of Sallisaw Date: 3/12/2019





City Clerk Date: March 11, 2019

Revision History: N/A