

# UAF Patty Ice Arena

## ICE ALLOCATION GUIDELINES AND PROCEDURE

Reviewed May 17, 2023

The objectives for the UAF Ice Allocation Guidelines are:

1. To maximize the utilization of the Patty Ice Arena while balancing the needs of various ice users with those of the entire ice skating community.
2. To operate the ice services and facilities in an equitable, cost-effective, and fiscally sustainable manner.
3. To provide ice skaters the opportunity to enjoy a well-maintained rink facility.
4. To meet current and future demands for both organized and casual participants.

### GUIDING PRINCIPLES

The following principles serve as the framework for developing the Ice Allocation Guidelines and will continue to be considered when implementing and/or interpreting the various Guidelines statements.

**Access and Equity:** Guidelines to ensure fair and equitable access to ice in terms of allocation as well as in the application of fees and charges.

**Youth Sports Development:** In recognition of the role Patty Ice plays in the development of youth sports skills, special consideration may be given to accommodating youth activities.

**Partnership and Cooperation:** We recognize the importance of partnerships in the delivery of rink-based activities (youth sport and community associations). All user groups are encouraged to consider the needs of other users and the larger ice rink community.

It is recognized that user group ice “needs” and/or “demands” may change over time, thus the Ice Allocation Guidelines will require periodic review and updating.

**All allocation decisions will be at the discretion of the ice arena management.**

### PRIORITY FOR ICE ALLOCATION

The priority for ice allocation is:

First Priority	UAF Nanooks, D1 Hockey Team
Second Priority	High School/Public Skating Programs*
Third Priority	Youth Sport/Children Programs*

Fourth Priority	Women's, Men's, and Old Timer's league
Fifth Priority	Private rentals
Sixth Priority	Intramurals *

\*provides students with opportunities for more ice

Allocated ice can only be used for the intended purpose by the intended organization—i.e., ice allocated for youth hockey associations can only be used for youth hockey association-sponsored games and practices and can not be passed to a private rental group.

Ice booked by an organization is the responsibility of that organization and will be billed to that organization.

### **Definitions:**

#### **UAF Nanooks Division 1 team**

UAF Nanook Hockey is the major anchor tenant of the Patty Ice Arena. We are a college rink so they get first choice. It is necessary to maintain the integrity of their entire ice schedule to enable them to operate a viable program.

#### **High School Hockey**

High School hockey is a very important part of the hockey community.

#### **Public Skating/Nanook Recreation Programs**

Public programs are either drop-in skate programs (Rec Skate, Stick&Puck, Freestyle Skate) or learn-to-skate programs that are open to the public or a specifically targeted group (may include special classes or club programs).

#### **Youth Hockey Associations**

Children and youth programming include minor sport activities organized primarily for children residing in Fairbanks. User groups must have 80% of their membership under 19 years of age to qualify as a youth group. In addition, participation in the group or association must be open to the general public. The organization will be a USA Hockey Affiliate

#### **Adult leagues**

Adult sports groups are groups whose membership is open to the general public with most members over the age of 18 years or groups which participate in organized adult sports leagues. The organization will be a USA Hockey Affiliate

#### **Private Rentals**

Groups that operate separately from a recognized organization. May include long-standing weekly rentals or one-time rentals such as birthday parties, etc.

### **Block-Booked Rental Time Cancellations**

Organizations will provide their monthly cancellations 14 business days prior to the start of the next month. For example, on November 15th, AL/HCF would provide their December ice. Failure to submit monthly cancellations on time will result in the organization being charged for all the block-booked ice. If an organization cancels a particular sheet 75% of the time within any month, that sheet may be reallocated to another group at the discretion of the rink management. Any returned block-scheduled ice will be offered to other groups based on allocation priority. Cancellation of non-block scheduled ice times must be completed in writing at least 10 business days in advance of the scheduled ice time.

## **PROCESSING OF ICE ALLOCATIONS**

### **Application Deadlines**

#### **Fall/Winter Session September 1-March 31**

Applications for fall/winter block-booked ice must be received by July, of the current year. Ice will be allocated by August 15. Block bookings will be reevaluated monthly

#### **Spring March 15-April 30/ Season:**

Applications for spring block-booked ice must be received by February 1st of the current year; spring ice will be allocated no later than March 31st of the current year.

#### **Summer May 1-August 15**

Applications for summer block-booked ice must be received by April 1<sup>st</sup>, of the current year; summer ice will be allocated by April 15th .

Applications received after these deadlines will be processed on a first-come first-served basis. These applications will only be considered after those applications received prior to the deadline have been allocated ice time as per their entitlement. Consideration will be given to the priority list and extenuating circumstances.

### **Processing Priority**

The priority for processing ice time requests is:

1<sup>st</sup> – Renewal: Existing user requests are reviewed and approved annually based on the Ice Allocation Guidelines and the previous year's usage and cancellations.

2<sup>nd</sup> – Increased Ice: Existing users' requests for increased ice time will be considered if ice time is available.

3<sup>rd</sup> – New: Requests are only considered if ice is available and demand can be demonstrated.

#### Tournaments, Camps, and Special Event Reservations.

Ice allocation will be at the discretion of Patty Ice Management. The decision will be based on the impact the reservation will have on all ice users and the community in general. additional tournament fees may apply

#### Cancellations and Refunds

Non-blocked ice rentals are required to give a 10-day notice in the event of a cancellation in order to receive a refund or not be invoiced.

UAF Rink manager reserves the right to cancel programs of user groups for various priorities, including but not limited to play-off schedules, tournament changes, city-wide events, and building maintenance.