

## **Kings Mountain Fire Station/Community Center History**

Welcome to the Kings Mountain Volunteer Fire Brigade (“KMVFB”) Fire Station and Community Center. This facility was built by your community and the KMVFB is an approved 501(c) 3 non-profit organization.

### ***History & Maintenance of the Facility***

- The primary purpose of the facility is its use as the KMVFB Fire Station. The acreage was donated generously by the Phleger Family.
- The KMVFB Fire Station/Community Center was built by the Kings Mountain Community for the community’s benefit over 50 years ago.
- The KMVFB welcomes community use of its facilities for non-fire protection purposes. Please see the Kings Mountain Community Center User Policy (next page) regarding the conditions that apply to these uses.
- Although we rely heavily on community volunteer labor and support to manage and maintain this facility, there are substantial usage costs associated with maintaining the building (such as electricity, propane, water, cleaning, trash removal, maintenance, tree removal, paving, roof replacement, insurance, etc.)
- We charge building use fees to offset some of the usage costs, not to discourage use of the building. The fees are still less than similar use fees in the area. The fees do not cover the full cost of using and maintaining the building. The Fire Brigade pays for the majority of building use and maintenance costs.
- Building use fees are considered non-profit, fund-raising efforts, comply with the KMVFB tax-exempt status, and are not tax-deductible contributions.

## **Kings Mountain Community Center User Policy**

The KMFVB is primarily responsible for the safety and protection of the Kings Mountain Community. For this reason, Fire Brigade usage takes priority over all other Community Center functions.

- The Community Center (CC) is for the use of dues paying or otherwise qualified KMFVB members of the Kings Mountain community only. This is a requirement based on the Fire Department's non-profit status and insurance. Sponsorship for *non-resident use* of the Community Center is not allowed, except in extraordinary circumstances approved by the KMFVB Board.

NOTE: the KMFVB is a separate entity from the Kings Mountain Association (KMA) community group. Separate membership dues are paid to KMFVB and KMA. Dues to the KMFVB can be paid by downloading the form at the Kings Mountain Volunteer Fire Brigade or Kings Mountain Online websites.

- The Cook Shack building (containing the grill, pantry, and beverage area, walk-in) and its contents are *not available* for Private Events at any time. The Kings Mountain Association (KMA) is authorized to use the Cook Shack facilities and equipment for up to three events per year: Spring Brunch, Summer Party and Holiday Party. The KMA needs to submit a request for Cook Shack use to the building manager in advance of these three events. Any other use of the Cook Shack contents (e.g., warmers, utensils, etc.) needs to be approved by both the Kings Mountain Art Fair (KMAF) and Fire Brigade Boards.
- A contract is required for any and every use of the facilities and grounds:
  - Recurring Use Agreement (Board meetings, Community events, classes)
  - Single Use Agreement (Private Events – KMFVB members only)The use agreements include restrictions on the use of alcoholic beverages at events.
- A \$500 deposit is required for Full-day Private Events and a \$200 deposit is required for Small Events. The deposit is refundable if the facility and its contents are left in the condition they were in prior to the event and were used in accordance with the contract.
- Sponsors of private, single use events at the Community Center are required to provide a certificate of liability insurance as part of the Single Use Agreement. The KMFVB will reimburse current volunteer firefighters for the cost of getting such a certificate issued.
- A required walk-through with the Building Manager will be scheduled prior to private events to explain clean-up procedures, including trash removal, and to discuss any other available items such as the tables and chairs, stereo, cordless mike, projector, projector screen, podium and coat rack.

- Building users are expected to leave the facilities at least as clean and orderly as originally found. All trash from an event must be placed in the dumpster and recycle bin, or removed from the premises by the Users. Users may be liable for expenses incurred for extraordinary building clean-up, trash disposal, or repairs required due to building use, including disposal of perishable items left in the facility.
- If additional clean up costs occur, the building manager will determine the cost of clean up and/or repair expenses. Unusual items remaining after an event will be removed and disposed of after contacting the event user.
- Furniture (including chairs) may not be moved from the Conference Room. Food preparation or serving is not allowed in the Conference Room.
- Items in the Community Center kitchen (paper goods, dishes, utensils, etc.) are available for use during any authorized event with the following qualifications:
  - There is no guarantee as to the condition, number and/or continued existence of such items.
  - Cleaning and proper storage of items used is the sole responsibility of the user.
- Tables and chairs owned by KMFVB are to remain in the building and/or on the property. The new plastic and metal chairs are not to be removed from the building. Any exceptions are decided by and approved by KMFVB Board by submitting the request through the Building Manager.
- Picnic tables are not to be removed from the Cook Shack area.
- The KMFVB BBQ is only to be used by KMFVB and KMA for Community events and is not to be removed from the property.
- Users are responsible for security of the Community Center during events and for locking the building after each use.
- There are no smoking, unattended incense or candle burning, or other hazardous activities allowed inside the building. Candles must be in appropriate, safe containers. Smoking materials must be disposed of in appropriate receptacles outside the Facilities.
- Baffles on the ceiling in the main room of the CC building are not to be taken down for any reason without prior permission from the Building Manager and the KMFVB Board.
- Music and sound volume levels must be kept at a reasonable level.
- Adult supervision of children is required at all times.

- The parking area by the KMFVB office and all fire lanes must remain clear during all events to allow the Fire Department emergency response. Fire lanes are marked in red.
- The maximum temperature setting for the building is 72 degrees.
- Private vehicles may be parked overnight on the grounds for a \$10.00 per day fee based on scheduling, at the discretion of the Building Manager. There is no security provided.
- Any use of the Apparatus Bays for public or private events must be approved by the Fire Chief with the concurrence of the KMFVB Board. This part of the building is controlled by the Fire Department.
- The KMFVB and Building Manager reserve the right to deny use of the facility.

**BUILDING USE FEES**

**Recurring Use Fees (Recurring Use Contracts required):**

Community Meetings (KMA, Kings Grove)	1 meeting/month	\$60.00/year
KMAP Board Meetings (KMAP/Kings Mountain Associated Parents)	during school year	\$5.00/mtg
Community Events (KMA, KM CERT, Radio Club, Garden Club, Art Fair, Quilting Club)	throughout the year	No fee
Exercise & Yoga classes	1-2 classes/week	\$5.00/class

**Single Use Fees (Single Use Contracts required):**

Small Event – limited to 30 people or less (KMFVB members only) (\$200 Deposit Required)	Up to 5 hours	\$200.00
Small Events are limited to 30 people or less and light refreshments only. No hot food preparation is allowed. Time includes setup and cleanup.		
Private Event (KMFVB members only) (\$500 deposit required)	Full day	\$500.00
Memorial services (local residents only) (\$500 deposit required)	Full day	No fee
Active KMFVB Fire Fighter-Private Event (\$500 deposit required)	Full day	No fee
Parking Overnight (up to 30 days)	per vehicle	\$10.00/day