RILEY ARENA

ICE ALLOCATION AND SCHEDULING PRIORITY

Adopted August 2026

To ensure fair, consistent, and efficient use of the Riley Arena ice surface, ice time shall be allocated according to the following priority hierarchy. When scheduling conflicts occur, higher-priority uses shall take precedence over lower-priority uses.

FACILITY AND OPERATIONAL PRIORITY

Riley Arena management reserves the right to adjust the established scheduling priority when necessary to accommodate significant facility-wide events, major tournaments, established anchor programs, contractual commitments, or other uses that provide substantial benefit to the overall operation and sustainability of Riley Arena.

PRIMARY ICE ALLOCATION PRIORITY

1. **YELLOWSTONE QUAKE**
2. **PCYHA (Park County Youth Hockey Association)**
3. **CFSC (Cody Figure Skating Club)**
4. **ALL OTHER USERS AND RENTALS**

This priority list establishes the primary routine scheduling order for Riley Arena ice allocation, subject to the facility and operational priority described above.

ESTABLISHED ARENA-BASED ASSOCIATION STATUS

An **Established Arena-Based Association** is an organization that has maintained a continuous, recognized, and established relationship with Riley Arena and has regularly provided programming, activities, and services to the Arena's users over an established period of time.

SANCTIONING DOES NOT AUTOMATICALLY CREATE PRIORITY

Obtaining sanctioning, membership, accreditation, or recognition from a national, regional, state, or other governing body does not, by itself, establish Arena-based status, create scheduling priority, or entitle a new organization to equal priority with an existing Established Arena-Based Association.

COMPETING OR SIMILAR PROGRAMS

When multiple organizations offer similar or competing programming, Riley Arena management may consider the organization's history at the facility, established user base, participation levels, consistency of programming, community service, and length and nature of its relationship with Riley Arena when determining scheduling priority.

HOCKEY AND FIGURE SKATING PRIORITY

When competing uses are otherwise of equal priority, **hockey activities shall receive priority over figure skating activities.**

OTHER SANCTIONED OR GOVERNING-BODY AFFILIATED PROGRAMS

Programs, teams, leagues, and events operating under a recognized governing body or sanctioning organization may be considered for available ice time after higher-priority established Arena-based users have been accommodated. Sanctioning alone does not establish priority over an existing Established Arena-Based Association.

OUTSIDE ORGANIZATIONS AND ASSOCIATIONS

Organizations and associations that are not established Arena-based programs may request available ice time after higher-priority needs have been addressed.

PRIVATE, INDEPENDENT, AND OTHER RENTALS

Private lessons, independent instructors, private groups, and special events shall be scheduled based on remaining availability and shall not displace higher-priority programming unless approved by Arena management.

ARENA MANAGEMENT AUTHORITY

Riley Arena management has final authority over ice allocation and scheduling. Management may consider established schedules, program participation, sanctioned events, tournaments, special events, facility operations, maintenance requirements, contractual commitments, and other operational needs when making scheduling decisions.

PURPOSE OF THE PRIORITY SYSTEM

This policy is intended to provide a consistent and neutral framework for ice allocation while protecting the Arena's established programs, supporting responsible facility operations, and allowing management to make decisions in the best overall interest of Riley Arena.

ADOPTION

This Ice Allocation and Scheduling Priority Policy is adopted for Riley Arena effective August 2026.

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President, Park County Arena Board **Date**