

MACOMB PARK DISTRICT

ATHLETIC FIELD USAGE POLICY

ATHLETIC FIELD USE POLICY PURPOSE

This athletic field use policy is in place to ensure that the Macomb Park District is able to maintain and improve athletic fields and facilities for all residents. The Macomb Park District recognizes that at times it is in the best interest of the community that we work with outside organizations in coordinating, integrating, and consolidating the planning and use of recreation facilities and programs. Through this coordination, each party can contribute to the greater good of the recreation needs of the community. Due to the limited number of fields available at our various athletic facilities, the Macomb Park District has established the following Athletic Field Use Policy for the allocation and use of athletic fields.

Athletic Field Use Policy

The Macomb Park District recognizes the necessity to afford Park District residents the opportunity to use athletic fields owned by the Park District. The Park District will charge fees to recover costs to operate, maintain and administer the use of athletic fields. The Macomb Park District has established the following priority use.

Priority Group Qualification: Groups 1 – 5

Priority use of athletic fields/facilities will be allocated as follows:

Group 1: Macomb Park District sponsored or co-sponsored activities and programs.

Group 2: Affiliate Athletic programs meeting the affiliate athletic guidelines as approved by the Park District Board of Commissioners.

Group 3: McDonough County Special Recreation Association sponsored or co-sponsored activities and programs.

Group 4: Other local organized sports leagues serving residents of Macomb, IL.

Group 5: All other programs, organizations or events.

Staff will attempt to honor all field space requests received. When there are field space allocation conflicts, the Park District staff will use their judgment to assign field use based on a group's priority rating.

Reservation Fees (per field used)

Daily Fee	Group 1	Group 2 & 3	Group 4	Group 5
	Free	Negotiated with intergovernmental agreements	Negotiated fees based on usage, participants and impact.	Full advertised reservation rates

The Macomb Park District reserves the right to cancel or suspend approved field use reservations whenever it is anticipated that weather or field conditions could result in damage to the fields or injury to players. Reservations affected by such an issue can be rescheduled or reservation fee refunded.

Authorization for Use of Athletic Fields

In order to ensure the proper allocation of fields and proper safety measures are in place for all Macomb Park District fields, we require any organized team or club to schedule their activity with the Macomb Park District. An organized team or club activity is any gathering of more than 6 players. Macomb Park District Facilities include the Veterans Park soccer/multiuse fields, baseball and softball diamonds; the Patton Park Softball diamonds; the Everly Park baseball diamond; Downing Park softball diamonds; and Ball Fore basketball courts, along with any other facilities under the Macomb Park District guidance for scheduling and seasonal maintenance. This includes other sports not identified specifically but can be accommodated by a Park District athletic facility.

Disclaimer

The Park District makes no representations whatsoever that any of its fields are appropriate and/or compatible with any contemplated activity. Applicants for field use are solely responsible for determining if any field is safe and appropriate for any intended use and are expected to inspect any field/facility prior and subsequent to each use to identify any unsafe condition and shall promptly advise the Park District in writing of any perceived unsafe or dangerous condition. The Park District does not assume any responsibility, care, custody or control of any third party's property or equipment brought upon or stored upon Park District property. Such third party is solely responsible for safety and/or security of any property or equipment brought upon or stored on Park District property. Any third party using Park District property shall adhere to all applicable facility and Park District ordinances, rules, regulations, policies and procedures.

Procedure

The Executive Director, Superintendent of Maintenance, or their designated representatives shall have the authority to close any or all athletic fields whenever weather or field conditions dictate. Field use or playability will be determined by safety conditions and/or hazards that could be deterrent to the welfare of users/players; existing and forecasted weather conditions for the day; and potential damage to the field due to use. **It is the user group's responsibility to use common sense and best judgment when deciding to play/practice or cancel. User groups are responsible for any damage to field as a result of their participants' use. Use of field that results in damage may result in loss of current or future group usage.**

Reservation Cancellation

Reservations may be canceled and/or rescheduled. Reservations canceled by the Macomb Park District due to inclement weather may be rescheduled as availability allows or reservation fee refunded. Any organization that has been allocated a field space and does not intend to use the field shall notify the Park District so that the field may be reallocated for reservation use. Reservations canceled with fewer than 2 days' notice may be charged to the user, except if the cancellation is due to inclement weather or unplayable field conditions. The Macomb Park District has final authority to determine cancellation of field use.

Field Rest and Renovation

A rest and renovation program for a specific field(s) can be scheduled by the Macomb Park District. This may require the closure of field(s) for a period of time during a calendar year for renovation/restoration work on athletic fields. Prepared fields may be blocked from reservation use during an athletic season to protect the field for its intended ongoing use by an assigned priority group.

Field Use

Lining of fields on Park District property is prohibited. Only portable equipment is allowed for use on the fields and all such equipment must be removed from the field and park after reservation use. Field use is intended for recreational, or practice use only. Use of Park District for commercial purposes is permitted, only if the user has complied with Park District's Policy and application process for obtaining a permit for such purposes.

Non-Compliance

Should organized teams use Park District fields and/or facilities without permission, they will be asked to leave the facility and then be given the opportunity to schedule facilities under Group 5 priority rating listed above. Further non-compliance will require additional action.

No Third-Party Beneficiary

If Affiliate status is granted, it is for the intended party only. All fields scheduled under Group 4 Priority must only be used by the intended organization.

Liability Insurance Requirements

Athletic Field Users shall secure and maintain throughout the period of use general liability insurance with policy limits of not less than \$1,000,000 per occurrence, and such insurance shall not be endorsed to exclude claims arising from athletic participation. The Macomb Park District shall be named as an additional insured by endorsement and prior to any usage of Macomb Park District property, the user shall furnish the Park District with a certificate of insurance and applicable policy endorsement, executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth herein. The types and limits of insurance may be changed from time to time as determined by the Macomb Park District. The Athletic Field User agrees to indemnify and hold the Macomb Park District, its commissioners, officers, employees and agents harmless and free from any liability of any nature arising out of the use of Park District Recreational Facilities, to include reimbursement of any legal costs and fees incurred in defense of such claims.