



Santa Cruz County Parks Department
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ATHLETIC FIELD RULES, REGULATIONS AND USE POLICY

Reservations: Leagues or groups may reserve athletic fields for their exclusive use between the hours of 8:00 AM and dusk, subject to the following conditions:

- Reservations are not accepted during designated maintenance hours.
- Other park uses may preclude athletic facilities from being available for reservations. Once a reservation is approved, other park uses or reservations will not pre-empt that use.
- Approved reservations may be canceled by the Parks Department due to inclement weather or special maintenance projects. If facility use is canceled, a full refund of fees and deposits will be made if the event cannot be rescheduled.

Use Of Athletic Fields: The Department may regulate or prohibit activities which are deemed to be a hazardous nature to groups or individuals or which endanger property.

- Golf: Golf equipment is not permitted.
- Model Airplanes, Fireworks, and Rockets: Use of motorized toys, including model airplanes and use of fireworks or rockets is not permitted without a Facility Permit.
- Pet and Animals: Dogs, horses or other domestic animals are not permitted.
- Glass: Glass containers are not permitted.
- Bicycles and Motor Vehicles: Use of bicycles, wheeled toys and motor vehicles, including motor cycles, automobiles or go-carts, are not permitted.

Special Events and Unique Use: Use of athletic facilities for sports such as archery, volleyball or other atypical uses are subject to special conditions as specified by the Facility Permit. Use of facilities for fairs, carnivals or activities with booth set ups will not be allowed if field conditions will be damaged or altered by such use, or if safety of participants and general public is compromised.

Field Preparation and Equipment: The reserving group must do all field preparation, including line marking and diamond grooming (beyond weekly grading). The Department must approve special equipment used in field preparation in advance. Field markings, lining and field preparation, use of signs, portable goals and recreation equipment, driving of stakes, creating holes or removing soil or turf in preparation for field use, or other activity that will alter existing field conditions are subject to Department approval.

Athletic Fields Maintenance: The Department maintains fields by mowing, watering, fertilizing and reconditioning as needed.

Softball Fields: Softball diamonds are equipped with arch backstops, permanent home plate and pitching rubber. The Department must approve use of portable fencing in advance. The fields are suitable for youth or adult softball and youth baseball (12 years and under).

Soccer Fields: Portable goals may be checked out from The Department when available. The reserving group must provide all other equipment.

Alcoholic Beverages: The use of alcoholic beverages in and immediately around the athletic fields is not permitted. This includes sidelines, dugouts, bleachers and field areas.

Smoking: Smoking and tobacco products are prohibited in Santa Cruz County Parks.

Athletic Field Equipment and Storage: There are limited storage facilities during the rental period for athletic equipment, for field preparation equipment, or maintenance supplies by community groups who are continuous renters. (The Department will maintain and check out soccer goals to reserving groups). Storage facilities are to be cleaned out at the end of each season. All athletic equipment remaining at a County Park must be available to the general public and will not be secured for private groups or individuals. Organizations may contribute equipment to The Department for public use.

Season Agreements: Certain groups and organizations are eligible to enter into Season Agreements with the Department for continuing field use provided the following criteria are met:

- Groups must be non-profit athletic leagues or teams with a home base in Santa Cruz County
- **Insurance:** Groups must provide their own insurance. They must furnish The Department with a certificate of general liability and property damage in an amount of not less than One Million Dollars (\$1,000,000) per incident. Such insurance shall name the County as additional insured, be primary coverage, and indemnify the County for any and all losses including, but not limited to, attorney's fees and legal costs which the County may suffer by reason of this use of the premises.
- **Fees:** Fees must be paid 14 days prior to requested use.
- Groups are responsible for seeing that their participants and spectators observe all park rules and regulations. Groups not abiding may lose their season agreement privileges.
- Groups must not discriminate against qualified persons with disabilities and must comply with the Americans With Disabilities Act (ADA). Groups must make reasonable accommodations, if requested.
- Groups, which are comprised predominantly of participants less than twenty (20) years of age, must be chaperoned at a ratio of one adult (over 21) to twenty (20) minors.

Clean-Up: Responsibility for general set-up and clean-up of premises shall be that of the Permittee. Grounds shall be left free of debris and other refuse pertaining to the renter's use. Trash and recyclables must be placed in appropriate containers.

Parking: Groups are not guaranteed parking on weekend or holiday dates. Parking must be in designated parking areas only. Parking is not allowed in fire lanes, drive ways, on turf or alongside red curbs.

Tournaments: If tournaments are held outside the season agreement, an additional reservation is required. Tournaments with teams outside your own league will be subject to a special event fee.

Relinquishing time slot: If a season agreement holder relinquishes its time slot, the Department may schedule another user. The Facilities office must be notified in writing at least two-weeks prior in order to receive credit. Cancellations with more than 14 days notice may be charged a permit processing fee of \$100.00 or 50% of the permit fee, whichever is less. Cancellations of less than 14 days receive No refund of fees.

Changes to the Permit: Any changes to the permit must be made in writing by the permittee or designee only. Once the contract is firm, date changes are subject to a \$50. change of date fee. No changes will be made with less than three days notice.

Fines: Groups may be charged \$100 per day for unauthorized field use. There is a \$25 fine (where applicable) for leaving nets up or not breaking down the goals and moving them off the fields

Closure: The fields close in mid-November for the winter. Use beyond that time must be approved by the Parks Department. The fields open, weather and field conditions permitting, by mid-March.

Non-profit Leagues: Non-profit leagues in good standing will have the right of first refusal to renew their agreements on a seasonal basis. Additional field use will be subject to availability.

Use Fees: Fees for athletic fields defray department costs, thus providing exclusive use of the reserved facility and provide for reservation service and administrative overhead, personnel to verify reservations and oversee field use and offset costs of mowing, fertilizing, conditioning and other maintenance tasks.

Damage done to the facilities: If the facility is marred or defaced by intention or the act of negligence of the user, employee or employees, patron, guest, or any other person using the facility while the facility is under the control of the user, the user will pay to County, on demand, such sums as the Director shall determine to be necessary to restore the facility or such equipment to its condition prior to such damage. Any deposit made by the user may be retained by the County to cover part or all of the cost of repairing damaged facilities.

Additional repair and clean-up services required of maintenance staff are charged at current hourly maintenance staff rate.

I have carefully read, considered and agree to the conditions of the Athletic Field Rules, Regulations and Use Policy.

Permittee

Facilities Representative

Date

Date

