# Lexington-Fayette Urban County Government Division of Parks and Recreation 469 Parkway Drive Lexington, Kentucky 40504

### FACILITY USAGE AGREEMENT

It is Urban County Government Policy that Facility Agreements may be established with incorporated non-profit organizations for the express purpose of providing youth sports for the youth of our community. This agreement provides for use of governmental resources by the organization for the benefit of the youth in the community. Therefore all proceeds from the Youth Sports Program must be used to benefit the designated Youth Program.

This agreement made and entered into, between the Lexington-Fayette Urban County Government, and the <u>Southeastern Cal Ripken Baseball</u> hereinafter referred to as the League, for the express purpose of providing playing facilities for a youth program for the participants of the above mentioned League. This league must be a non-profit organization. Any proceeds above League expenses for the period of this agreement must be designated in one of the following manners; proceeds to be used for this program during the next facility agreement period, proceeds to be used for reduction of existing league debts, proceeds to be used for the improvements to Parks and Recreation facilities, or proceeds must be turned in to the Lexington-Fayette-Urban County Government and deposited in the General Fund.

In the event the program terminates and the organization has a fund balance after meeting league expenses, the fund balance must be used for approved Parks and Recreation improvements or returned to the Urban County Government's General Fund. All required field improvements must be submitted to the Division of Parks and Recreation in writing for approval prior to implementation of any action.

For the purposes of this agreement "Government" shall be the Lexington-Fayette Urban County Government, "Division" shall be the Lexington-Fayette Urban County Government Division of Parks and Recreation, and "Director" shall be the director of the Lexington-Fayette Urban County Government Division of Parks and Recreation.

### **GENERAL TERMS:**

- Each program shall conduct Criminal Records Checks on all volunteers before volunteers are assigned specific duties. All Leagues are required to enforce Lexington Fayette Urban County Government's minimum standards for prospective volunteers in positions dealing with children. Individuals found to have a history of any of the following are ineligible to participate in youth programs.
  - Any illegalities dealing with children/minors.
  - Any illegalities of a sexual nature.
  - Drug-related convictions within 2 years.
  - Drug Trafficking convictions within 5 years.
  - · Any crimes of violence within 2 years.
  - Any pattern of alcohol-related convictions leading up to the present.

All leagues are required to keep accurate up to date records of all league volunteers and/or paid staff acting in an official capacity who have successfully passed their background checks for the upcoming season by meeting the minimum standards of LFUCG. The league must maintain their own records and submit to the Athletic Department a written statement signed by the League President that all individuals have successfully passed background checks. In addition, the league should maintain records for all league volunteers and/or paid staff candidates for review by the Division of Parks and Recreation upon request.

- Each League must provide a written statement to the Athletic Department containing the contact information of the organization they use to provide individual umpires, and the insurance provided to the sanctioned umpire by the organization.
- 3 The facility agreement only provides usage of the park facility at the time and location designated herein.

- 4 No participant may be turned away or excluded from participation. If exceptions arise, permission is to be requested in writing from the Director of Parks and Recreation.
- The League shall abide by all local, state, and federal laws regarding all activities, including but not limited to employment, labor, revenue, and construction.

#### A. FACILITY:

1. Name of League: Southeastern Cal Ripken Baseball

Name of Park(s): Veterans Park / Meadowbrook Park / River Hill Park

Name/location of Field # 1: Bambino Field at Veterans

Name/location of Field # 2: Bambino Field at Veterans

Name/location of Field # 3: Bambino Field at Veterans

Name/location of Field # 4: Bambino Field at Veterans

Name/location of Field # 5: Meadowbrook Field

Name/location of Field # 6: River Hill Park/Crosby Field (practice field only)

In effort to be good neighbors with the surrounding residents the Batting Cage hours are 8:00am – 10:00pm

2. Le	ength o	f Contract:	Fron	March 1, 2	2014 To <u>Ju</u>	ly 31, 2	2014			EXCEPTION(S)
Times (Daily	Schedu	le) Field # 1			Times (Daily	Schedu	le) Field # 2			BGSB
Monday Tuesday Wednesday Thursday Friday Saturday Sunday	From From From From From From	3:00PM 3:00PM 3:00PM	To To To To To To	11:00PM 11:00PM 11:00PM 11:00PM 11:00PM 11:00PM	Monday Tuesday Wednesday Thursday Friday Saturday Sunday	From From From From From From	3:00PM 3:00PM 3:00PM 3:00PM 8:00AM	To To To To To To	11:00PM 11:00PM 11:00PM 11:00PM	Softball Tournament Veterans July 11-13  8U Tournament August 1-3  Veteran Fields TBD
Times (Daily	<u>Schedu</u>	le) Field # 3			Times (Daily	Schedu	le) Field # 4			by BGSG
Monday Tuesday Wednesday Thursday Friday Saturday Sunday	From From From From From From	3:00PM 3:00PM 3:00PM 8:00AM	To To To To To To	11:00PM 11:00PM 11:00PM 11:00PM 11:00PM 11:00PM	Monday Tuesday Wednesday Thursday Friday Saturday Sunday	From From From From From From		To To To To To To	11:00PM 11:00PM 11:00PM 11:00PM 11:00PM	

Times (Daily Schedule) Field # 6

From 3:00PM

From 3:00PM

From **3:00PM** 

From 3:00PM

From **3:00PM** 

From 8:00AM

From 1:00PM

To

To

To

To

To

Dark

Dark

Dark

Dark \* March 1 – April 15

Dark \* March 1 - April 15

To Dark

To Dark

NOTE: The Lexington-Fayette Urban County Division of Parks and Recreation will have the right to schedule any additional leagues or games that it might deem necessary to its participants, should the need arise, (i.e., T-Ball, Baseball, Softball). If the field is not being used at the above specified times, it will become open to other individuals or groups.

Monday

Tuesday

Thursday

Saturday

Sunday

Friday

Wednesday

### B. MAINTENANCE AND CONSTRUCTION OF FIELDS AND STRUCTURES

To

To

To\_

To

To

To

To

Dark

Dark

Dark

Dark

Times (Daily Schedule) Field # 5

From

From\_

From\_

From 3:00PM

From 3:00PM

From 8:00AM

From 1:00PM

Monday

Tuesday

Thursday

Saturday

Sunday

Friday

Wednesday

 Any capital improvements to the facilities or grounds will become the property of Lexington Fayette Urban County Government.

- 2. Any permanent improvement(s) the League desires to add, build, etc., must be presented to the Director of the Division in writing (to include plans & specifications, etc.) and must have prior written approval of the Director of Parks and Recreation. All proposed capital improvements exceeding \$10,000 in value must be bonded (letter of credit acceptable) for the total value of the improvement.
- The Division reserves the right to add to, repair or make any changes it deems necessary to the facility.
   Normal maintenance or the maintenance requested by the League will be provided as the Division's budget would allow.
- 4. Any request for pre-season maintenance repairs must be submitted in writing to the Superintendent of Parks Maintenance by October 1 to allow for these projects to be reviewed and/or scheduled into the normal work periods, budget permitting.
- 5. No coach, manager, player or league official shall use divisional equipment or supplies at any time unless specifically authorized in writing by the division director or his designee.
- 6. The Division of Parks and Recreation will perform the following maintenance services:
  - Provide bases, home plates, pitching plates, and base pegs
  - Clean complexes and parking lots: provide refuse collection and grounds pick-up
  - Clean and stock restrooms
  - · Repair bleachers, fences, scoreboards, and irrigation systems
  - Provide trash cans and picnic tables
  - Drag practice fields
  - Mow outside complex (limited schedule)

Franchise League will provide the following services:

- Drag and mark game fields
- Cut grass, edge, and trim within game fields
- Provide marking dust and quick dry
- Perform turf repairs and aerate within game fields

#### C. MISCELLANEOUS

- 1. The League will be responsible for securing all umpires and scorekeepers to officiate their games.
- The League will be responsible for inspecting the field before each game and will assume responsibility for any safety problems.
- The League must submit a certificate of all insurances to the Division Athletics Department before the first use
  of the facility each season. The Lexington Fayette Urban County Government must be included as an
  Additional Insured.
- 4. All checks written by the League must require signatures of two (2) League Board members. Board members authorized to sign checks may not be related.
- 5. The League must submit a schedule of regular season games (to include make up days for rain outs, etc.) to the Division no later than two weeks in advance of the first game. The League must notify the Division Athletics Department of any schedule changes 24 hours in advance.
- 6. The League must submit a schedule of the teams practice times and field locations to the Division Athletics Department no later than two weeks in advance of the first practice. If a pattern of reserving but not using fields becomes apparent, the Division has the right to cancel this agreement in part or in total.
- 7. The League President or his/her designee will be the only contact with the Division.
- 8. Fields must remain open unless authorized in writing by the Director or his/her designee. The Director will consider requests for locks for security purposes at field locations where vandalism, etc. are problems. When requests for locks are granted, locks may not be placed on fields prior to 9 PM and must be removed by 8 AM

- the following day. Under conditions where leagues have been given permission to lock fields, Parks and Recreation must be provided keys to such locks.
- 9. Leagues that operate a concession stand(s) on a specified park must enter into a concession agreement with the Lexington-Fayette Urban County Government for this privilege and adhere to the Division's vendor agreements for such things as concession items and soft drink products.
- 10. Leagues must have phone service set up by the League and under the Leagues name, with the League assuming full responsibility for all costs relating to establishing and continuing service on site. In lieu of on site phone service, a league may provide a list of on-call individuals with cell phone numbers. One of these individuals must be available during all league actives at the park. The league phone number or the names and phone numbers of on-call individuals must be submitted to the Division Athletic Department no later than two weeks in advance of the first practice.
- 11. All leagues are required to follow the Parks and Recreation Severe Weather Policy.
- 12. The League must furnish financial and gender information to the Division Athletics Department. A Division and Gender Report and a League Financial Report will be provided to the League for completion. The League must also submit their completed IRS Form 990. The Division and Gender Report is due no later than two (2) weeks after the 1st game of the season. The League Financial Report is due no later than one (1) month after the conclusion of league play. The IRS Form 990 to be submitted as soon as filed, but no later than April 15 of the tax year covering the season.
- 13. Because the Urban County Government is tracking program participation and facility usage county-wide, the League must submit a complete roster of all participants including gender, race, age, and address. Names of participants are not required.
- 14. This facility agreement is made and entered into between the Lexington-Fayette Urban County Government and the League. The League is not allowed to sub lease this agreement to any other organization without written prior approval by the Lexington-Fayette Urban County Government.
- 15. In the event the League plans to charge admission for tournament games, a written request of the anticipated charge, including method of collecting charges, must be submitted to the Division Director, or his/her Designee, 15 days in advance of the anticipated charge. The Director, or Designee, will provide a written response to the League request.
- 16. The League must adhere to and distribute copies of the Division of Parks and Recreation Physical/Verbal Altercation Policy to all League participants. In the event your league experiences unsportsmanlike conduct from players, fans, spectators, coaches, etc. please report the incident on the next business day to Darliene Haley, Athletic Director, 288-2921. The investigation will begin immediately and the procedures outlined in the Handbook will be followed. The League will be asked to fully cooperate by providing written statements from all individuals involved in the incident, as well of statements from spectators who witnessed the incident(s). During the investigation, the individual(s) accused will be suspended from all sporting activities and/or sports-related events.
- 17. The League must distribute copies of the Division of Parks and Recreation Participant Protection Policy to all League participants. Every franchise and/or partner league must adopt and comply with this Protection Policy.
- 18. Sports lights must be turned off by 11:00pm. If exceptional situations arise, such as tournaments or excessive rainouts, the league must request permission in writing from the Director of Parks and Recreation. Leagues leaving lights on after 11:00pm will be charged an hourly rate of \$100 to cover additional electric expenses. Use of lights is to be used for scheduled practices and/or games only.
- 19. Any advertisements or marketing done by the league must include the Parks and Recreation logo. The logo will be sent to each President electronically.

- 20. The following things are not permitted on the grounds: Driving or parking on sidewalks, and hitting/throwing balls against the fencing, concession walls, or any other permanent structure. The league is responsible for any damages and should inform all participants and spectators.
- 21. Failure of the League to honor any or all of this agreement shall relieve the Government of any commitments herein agreed upon and shall make this agreement null and void.

Any alterations to this agreement must be made in writing and must be agreed upon by the League and the Government before the alteration is implemented.

The Lexington-Fayette Urban County Government and its Division of Parks and Recreation prohibits discrimination on the basis of financial ability to pay, race, color, national origin, age, sex, religion, or special needs in its programs and/or activities.

D.

SIGNATURES		
Evelyn Bolofna (active) DIRECTOR, DIVISION OF PARKS AND RECREATION	_Eric Dawalt LEAGUE PRESIDENT (Print or Type Name)	
DeoMac	_908 Woodglen Court STREET ADDRESS _Lexington, KY 40515	
COMMISSIONER, GENERAL SERVICES	CITY STATE ZIP CODE	
<i>V'</i>	_(859) 806-1089	
	WORK PHONE HOME PHONE	
	<u>edawalt_bgs@hotmail.com</u> E-MAIL ADDRESS	
	Em Dan A	F
	LEAGUE PRESIDENT SIGNATURE	
	_3-4-14	
	DATE	
MAYOR, LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT	NT	
DATE		
ATTEST		
2 2		

### ACORD<sub>TM</sub>

### CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 2/25/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsements)

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Fort Wayne, IN 46801					PRODUCER					
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						12.077.111	12:01 AM	PRIMARY MEDICAL		\$ 250,000
RE:	DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required) THE CERTIFICATE HOLDER IS AN ADDITIONAL INSURED, BUT SOLELY WITH RESPECT TO THE OPERATIONS OF THE NAMED INSURED. RE: Owner, manager or lessor of the premises where you conduct practices or games									
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		ast Main Street				AUTHORIZED RE	PRESENTATIVE			
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EXCLUDED? OTHER Y/N E.L. EACH ACCIDENT NIA E.L. DISEASE - EA EMPLOYEE (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below E.L. DISEASE - POLICY LIMIT PARTICIPANT ACCIDENT 02/22/2014 12:01AM 02/01/2015 10,000 AD&D PRIMARY MEDICAL SPP-260762-00 12:01 AM 250,000 DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required) THE CERTIFICATE HOLDER IS AN ADDITIONAL INSURED, BUT SOLELY WITH RESPECT TO THE OPERATIONS OF THE NAMED INSURED. RE: Owner, manager or lessor of the premises where you conduct practices or games SEXUAL ABUSE/MOLESTATION: \$1,000,000 PER OCCURRENCE/\$2,000,000 AGGREGATE **CERTIFICATE HOLDER** CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. Fayette County Public Schools 400 Springhill Drive AUTHORIZED REPRESENTATIVE Lexington, KY 40503

### Lexington-Fayette Urban County Government Division of Parks and Recreation 469 Parkway Drive Lexington, Kentucky 40504

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### GENERAL TERMS:

- Each program shall conduct Criminal Records Checks on all volunteers before volunteers are assigned specific duties. All Leagues are required to enforce Lexington Fayette Urban County Government's minimum standards for prospective volunteers in positions dealing with children. Individuals found to have a history of any of the following are ineligible to participate in youth programs.
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  - Any illegalities of a sexual nature.
  - Drug-related convictions within 2 years.
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#### A. FACILITY:

1. Name of League: Southwest Lexington Pony Baseball Inc.

Name of Park(s): Cardinal Run Park / Mary Todd Park

Name/location of Field # 1: Cardinal Run Field #3 (game use only-no practices)

Name/location of Field # 2: Cardinal Run Field #4 \*(game use only-no practices)

Name/location of Field #3: Cardinal Run Field #2 (game use only-no practices)

(shared use per agreement with Western Little League)

Name/location of Field # 4: Mary Todd Field

Name/location of Field # 5:

Name/location of Field # 6:

2. Length of Contract: From March 1, 2014 To July 31, 2014

Times (Daily Schedule) Field # 1					Times (Daily Schedule) Field # 2				1
Monday Tuesday Wednesday Thursday Friday Saturday Sunday	From From From From From From	3:00PM 3:00PM 3:00PM 3:00PM 3:00PM 8:00AM 1:00PM	To To To To To To	11:00PM 11:00PM 11:00PM 11:00PM 11:00PM 11:00PM	Monday Tuesday Wednesday Thursday Friday Saturday Sunday	From From From From From From	3:00PM 3:00PM 3:00PM 3:00PM 3:00PM 8:00AM 1:00PM	To To To To To To	11:00PM 11:00PM 11:00PM 11:00PM 11:00PM 11:00PM
Times (Daily	Schedu	e) Field # 3			Times (Daily	Schedul	e) Field # 4		
Monday Tuesday Wednesday Thursday Friday Saturday Sunday	From From From From From From	3:00PM 3:00PM 3:00PM 3:00PM 3:00PM 8:00AM 1:00PM	To To To To To To	11:00PM 11:00PM 11:00PM 11:00PM 11:00PM 11:00PM	Monday Tuesday Wednesday Thursday Friday Saturday Sunday	From_ From_ From_ From From	8:00AM	To_ To_ To_ To_ To	Dark
Times (Daily	Schedu	e) Field # 5			Times (Daily	Schedu	e) Field #6		
Monday Tuesday Wednesday Thursday Friday Saturday Sunday	From_ From_ From_ From_		To_ To_ To_ To_ To_		Monday Tuesday Wednesday Thursday Friday Saturday Sunday	From_ From_ From_ From_		To_ To_ To_ To_ To_	

NOTE: The Lexington-Fayette Urban County Division of Parks and Recreation will have the right to schedule any additional leagues or games that it might deem necessary to its participants, should the need arise, (i.e., T-Ball, Baseball, Softball). If the field is not being used at the above specified times, it will become open to other individuals or groups.

### B. MAINTENANCE AND CONSTRUCTION OF FIELDS AND STRUCTURES

 Any capital improvements to the facilities or grounds will become the property of Lexington Fayette Urban County Government.

EXCEPTION(S)

BGSG Tournament
At Cardinal Run
Park
10u Tournament
August 2-3

- 2. Any permanent improvement(s) the League desires to add, build, etc., must be presented to the Director of the Division in writing (to include plans & specifications, etc.) and must have prior written approval of the Director of Parks and Recreation. All proposed capital improvements exceeding \$10,000 in value must be bonded (letter of credit acceptable) for the total value of the improvement.
- The Division reserves the right to add to, repair or make any changes it deems necessary to the facility.
   Normal maintenance or the maintenance requested by the League will be provided as the Division's budget would allow.
- 4. Any request for pre-season maintenance repairs must be submitted in writing to the Superintendent of Parks Maintenance by October 1 to allow for these projects to be reviewed and/or scheduled into the normal work periods, budget permitting.
- No coach, manager, player or league official shall use divisional equipment or supplies at any time unless specifically authorized in writing by the division director or his designee.
- 6. The Division of Parks and Recreation will perform the following maintenance services:
  - Provide bases, home plates, pitching plates, and base pegs
  - Clean complexes and parking lots: provide refuse collection and grounds pick-up
  - Clean and stock restrooms
  - · Repair bleachers, fences, scoreboards, and irrigation systems
  - Provide trash cans and picnic tables
  - Drag practice fields
  - Mow outside complex (limited schedule)

Franchise League will provide the following services:

- Drag and mark game fields
- Cut grass, edge, and trim within game fields
- Provide marking dust and quick dry
- · Perform turf repairs and aerate within game fields

#### C. MISCELLANEOUS

- 1. The League will be responsible for securing all umpires and scorekeepers to officiate their games.
- The League will be responsible for inspecting the field before each game and will assume responsibility for any safety problems.
- The League must submit a certificate of all insurances to the Division Athletics Department before the first use
  of the facility each season. The Lexington Fayette Urban County Government must be included as an
  Additional Insured.
- All checks written by the League must require signatures of two (2) League Board members. Board members authorized to sign checks may not be related.
- 5. The League must submit a schedule of regular season games (to include make up days for rain outs, etc.) to the Division no later than two weeks in advance of the first game. The League must notify the Division Athletics Department of any schedule changes 24 hours in advance.
- 6. The League must submit a schedule of the teams practice times and field locations to the Division Athletics Department no later than two weeks in advance of the first practice. If a pattern of reserving but not using fields becomes apparent, the Division has the right to cancel this agreement in part or in total.
- 7. The League President or his/her designee will be the only contact with the Division.
- 8. Fields must remain open unless authorized in writing by the Director or his/her designee. The Director will consider requests for locks for security purposes at field locations where vandalism, etc. are problems. When requests for locks are granted, locks may not be placed on fields prior to 9 PM and must be removed by 8 AM

- the following day. Under conditions where leagues have been given permission to lock fields, Parks and Recreation must be provided keys to such locks.
- Leagues that operate a concession stand(s) on a specified park must enter into a concession agreement with
  the Lexington-Fayette Urban County Government for this privilege and adhere to the Division's vendor
  agreements for such things as concession items and soft drink products.
- 10. Leagues must have phone service set up by the League and under the Leagues name, with the League assuming full responsibility for all costs relating to establishing and continuing service on site. In lieu of on site phone service, a league may provide a list of on-call individuals with cell phone numbers. One of these individuals must be available during all league actives at the park. The league phone number or the names and phone numbers of on-call individuals must be submitted to the Division Athletic Department no later than two weeks in advance of the first practice.
- 11. All leagues are required to follow the Parks and Recreation Severe Weather Policy.
- 12. The League must furnish financial and gender information to the Division Athletics Department. A Division and Gender Report and a League Financial Report will be provided to the League for completion. The League must also submit their completed IRS Form 990. The Division and Gender Report is due no later than two (2) weeks after the 1st game of the season. The League Financial Report is due no later than one (1) month after the conclusion of league play. The IRS Form 990 to be submitted as soon as filed, but no later than April 15 of the tax year covering the season.
- 13. Because the Urban County Government is tracking program participation and facility usage county-wide, the League must submit a complete roster of all participants including gender, race, age, and address. Names of participants are not required.
- 14. This facility agreement is made and entered into between the Lexington-Fayette Urban County Government and the League. The League is not allowed to sub lease this agreement to any other organization without written prior approval by the Lexington-Fayette Urban County Government.
- 15. In the event the League plans to charge admission for tournament games, a written request of the anticipated charge, including method of collecting charges, must be submitted to the Division Director, or his/her Designee, 15 days in advance of the anticipated charge. The Director, or Designee, will provide a written response to the League request.
- 16. The League must adhere to and distribute copies of the Division of Parks and Recreation Physical/Verbal Altercation Policy to all League participants. In the event your league experiences unsportsmanlike conduct from players, fans, spectators, coaches, etc. please report the incident on the next business day to Darliene Haley, Athletic Director, 288-2921. The investigation will begin immediately and the procedures outlined in the Handbook will be followed. The League will be asked to fully cooperate by providing written statements from all individuals involved in the incident, as well of statements from spectators who witnessed the incident(s). During the investigation, the individual(s) accused will be suspended from all sporting activities and/or sports-related events.
- 17. The League must distribute copies of the Division of Parks and Recreation Participant Protection Policy to all League participants. Every franchise and/or partner league must adopt and comply with this Protection Policy.
- 18. Sports lights must be turned off by 11:00pm. If exceptional situations arise, such as tournaments or excessive rainouts, the league must request permission in writing from the Director of Parks and Recreation. Leagues leaving lights on after 11:00pm will be charged an hourly rate of \$100 to cover additional electric expenses. Use of lights is to be used for scheduled practices and/or games only.
- Any advertisements or marketing done by the league must include the Parks and Recreation logo. The logo will be sent to each President electronically.

- 20. The following things are not permitted on the grounds: Driving or parking on sidewalks, and hitting/throwing balls against the fencing, concession walls, or any other permanent structure. The league is responsible for any damages and should inform all participants and spectators.
- 21. Failure of the League to honor any or all of this agreement shall relieve the Government of any commitments herein agreed upon and shall make this agreement null and void.

Any alterations to this agreement must be made in writing and must be agreed upon by the League and the Government before the alteration is implemented.

The Lexington-Fayette Urban County Government and its Division of Parks and Recreation prohibits discrimination on the basis of financial ability to pay, race, color, national origin, age, sex, religion, or special needs in its programs and/or activities.

SIGNATURES	
Evely Bologne (acting) DIRECTOR, DIVISION OF PARKS AND RECREATION	SEAN CAVINS LEAGUE PRESIDENT (Print or Type Name)
Harrie /	4321 SOUTHMOOR PARK STREET ADDRESS
COMMISSIONER, GENERAL SERVICES	CITY STATE ZIP CODE
	859-232-1230 859-523-3145 WORK PHONE HOME PHONE
	E-MAIL ADDRESS  LEAGUÉ PRESIDENT SIGNATURE  2/2/// DATE
MAYOR, LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT	τ
DATE	
ATTEST	



### CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 3/25/2014

-				ICATE OF LI	ADI		ISUKAI	ACE	3/25/2	014
С	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED									
	EPRESENTATIVE OR PRODUCER, AND TH	E CEF	RTIFIC	ATE HOLDER.				outer (o), No morazes		
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	agliardi Insurance Ser				PHONE (A/C, No	o, Ext): (408	) 414-8	100 FAX (A/C, No)	(408)	414-8199
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### Lexington-Fayette Urban County Government Division of Parks and Recreation 469 Parkway Drive Lexington, Kentucky 40504

### FACILITY USAGE AGREEMENT

It is Urban County Government Policy that Facility Agreements may be established with incorporated non-profit organizations for the express purpose of providing youth sports for the youth of our community. This agreement provides for use of governmental resources by the organization for the benefit of the youth in the community. Therefore all proceeds from the Youth Sports Program must be used to benefit the designated Youth Program.

This agreement made and entered into, between the Lexington-Fayette Urban County Government, and the <u>Western Little League</u> hereinafter referred to as the League, for the express purpose of providing playing facilities for a youth program for the participants of the above mentioned League. This league must be a non-profit organization. Any proceeds above League expenses for the period of this agreement must be designated in one of the following manners; proceeds to be used for this program during the next facility agreement period, proceeds to be used for reduction of existing league debts, proceeds to be used for the improvements to Parks and Recreation facilities, or proceeds must be turned in to the Lexington-Fayette-Urban County Government and deposited in the General Fund.

In the event the program terminates and the organization has a fund balance after meeting league expenses, the fund balance must be used for approved Parks and Recreation improvements or returned to the Urban County Government's General Fund. All required field improvements must be submitted to the Division of Parks and Recreation in writing for approval prior to implementation of any action.

For the purposes of this agreement "Government" shall be the Lexington-Fayette Urban County Government, "Division" shall be the Lexington-Fayette Urban County Government Division of Parks and Recreation, and "Director" shall be the director of the Lexington-Fayette Urban County Government Division of Parks and Recreation.

### **GENERAL TERMS:**

- Each program shall conduct Criminal Records Checks on all volunteers before volunteers are assigned specific duties. All Leagues are required to enforce Lexington Fayette Urban County Government's minimum standards for prospective volunteers in positions dealing with children. Individuals found to have a history of any of the following are ineligible to participate in youth programs.
  - Any illegalities dealing with children/minors.
  - Any illegalities of a sexual nature.
  - Drug-related convictions within 2 years.
  - Drug Trafficking convictions within 5 years.
  - Any crimes of violence within 2 years.
  - Any pattern of alcohol-related convictions leading up to the present.

All leagues are required to keep accurate up to date records of all league volunteers and/or paid staff acting in an official capacity who have successfully passed their background checks for the upcoming season by meeting the minimum standards of LFUCG. The league must maintain their own records and submit to the Athletic Department a written statement signed by the League President that all individuals have successfully passed background checks. In addition, the league should maintain records for all league volunteers and/or paid staff candidates for review by the Division of Parks and Recreation upon request.

- 2 Each League must provide a written statement to the Athletic Department containing the contact information of the organization they use to provide individual umpires, and the insurance provided to the sanctioned umpire by the organization.
- 3 The facility agreement only provides usage of the park facility at the time and location designated herein.

- 4 No participant may be turned away or excluded from participation. If exceptions arise, permission is to be requested in writing from the Director of Parks and Recreation.
- The League shall abide by all local, state, and federal laws regarding all activities, including but not limited to employment, labor, revenue, and construction.

### A. FACILITY:

1. Name of League: Western Little League

Name of Park(s): Cardinal Run Park / Wolf Run Park

Name/location of Field # 1: Cardinal Run Field #1 (game use only-no practices)

Name/location of Field # 2: Cardinal Run Field #5 (game use only-no practices)

Name/location of Field #3: Cardinal Run Field #2 (game use only-no practices)

(shared use per agreement with Southwest Lexington Pony Baseball League)

Name/location of Field # 4: Wolf Run Major League Field

Name/location of Field # 5: Wolf Run Minor League Field

Name/location of Field # 6: Wolf Run T-ball Field

2. Length of Contract: From March 1, 2014 To July 31, 2014

Times (Daily S	e) Field # 1		Times (Daily	Schedul	e) Field # 2				
Monday Tuesday Wednesday Thursday Friday Saturday Sunday	From From From From From From	3:00PM 3:00PM 3:00PM 3:00PM 3:00PM 8:00AM 1:00PM	To To To To To To	11:00PM 11:00PM 11:00PM 11:00PM 11:00PM 11:00PM	Monday Tuesday Wednesday Thursday Friday Saturday Sunday	From From From From From From	3:00PM 3:00PM 3:00PM 3:00PM 3:00PM 8:00AM 1:00PM	To To To To To To	11:00PM 11:00PM 11:00PM 11:00PM 11:00PM 11:00PM
Times (Daily S	Schedul	e) Field # 3			Times (Daily	Schedul	le) Field # 4		
Monday Tuesday Wednesday Thursday Friday Saturday Sunday	From From From From From From	3:00PM 3:00PM 3:00PM 3:00PM 3:00PM 8:00AM 1:00PM	To To To To To To	11:00PM 11:00PM 11:00PM 11:00PM 11:00PM 11:00PM	Monday Tuesday Wednesday Thursday Friday Saturday Sunday	From From From From From From	3:00PM 3:00PM 3:00PM 3:00PM 3:00PM 8:00AM 1:00PM	To To To To To To	Dark Dark Dark Dark Dark Dark Dark
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EXCEPTION(S)

CR Fields 1-5
Little League
Tournament
June 28 – July 12

BGSG Tournament at Cardinal Run Park 10u Tournament August 2-3

NOTE: The Lexington-Fayette Urban County Division of Parks and Recreation will have the right to schedule any additional leagues or games that it might deem necessary to its participants, should the need arise, (i.e., T-Ball, Baseball, Softball). If the field is not being used at the above specified times, it will become open to other individuals or groups.

### B. MAINTENANCE AND CONSTRUCTION OF FIELDS AND STRUCTURES

1. Any capital improvements to the facilities or grounds will become the property of Lexington Fayette Urban County Government.

- 2. Any permanent improvement(s) the League desires to add, build, etc., must be presented to the Director of the Division in writing (to include plans & specifications, etc.) and must have prior written approval of the Director of Parks and Recreation. All proposed capital improvements exceeding \$10,000 in value must be bonded (letter of credit acceptable) for the total value of the improvement.
- The Division reserves the right to add to, repair or make any changes it deems necessary to the facility.
   Normal maintenance or the maintenance requested by the League will be provided as the Division's budget would allow.
- 4. Any request for pre-season maintenance repairs must be submitted in writing to the Superintendent of Parks Maintenance by October 1 to allow for these projects to be reviewed and/or scheduled into the normal work periods, budget permitting.
- 5. No coach, manager, player or league official shall use divisional equipment or supplies at any time unless specifically authorized in writing by the division director or his designee.
- 6. The Division of Parks and Recreation will perform the following maintenance services:
  - Provide bases, home plates, pitching plates, and base pegs
  - Clean complexes and parking lots: provide refuse collection and grounds pick-up
  - Clean and stock restrooms
  - Repair bleachers, fences, scoreboards, and irrigation systems
  - Provide trash cans and picnic tables
  - Drag practice fields
  - Mow outside complex (limited schedule)

Franchise League will provide the following services:

- Drag and mark game fields
- Cut grass, edge, and trim within game fields
- Provide marking dust and quick dry
- Perform turf repairs and aerate within game fields

#### C. MISCELLANEOUS

- 1. The League will be responsible for securing all umpires and scorekeepers to officiate their games.
- 2. The League will be responsible for inspecting the field before each game and will assume responsibility for any safety problems.
- The League must submit a certificate of all insurances to the Division Athletics Department before the first use
  of the facility each season. The Lexington Fayette Urban County Government must be included as an
  Additional Insured.
- 4. All checks written by the League must require signatures of two (2) League Board members. Board members authorized to sign checks may not be related.
- 5. The League must submit a schedule of regular season games (to include make up days for rain outs, etc.) to the Division no later than two weeks in advance of the first game. The League must notify the Division Athletics Department of any schedule changes 24 hours in advance.
- 6. The League must submit a schedule of the teams practice times and field locations to the Division Athletics Department no later than two weeks in advance of the first practice. If a pattern of reserving but not using fields becomes apparent, the Division has the right to cancel this agreement in part or in total.
- 7. The League President or his/her designee will be the only contact with the Division.
- 8. Fields must remain open unless authorized in writing by the Director or his/her designee. The Director will consider requests for locks for security purposes at field locations where vandalism, etc. are problems. When requests for locks are granted, locks may not be placed on fields prior to 9 PM and must be removed by 8 AM

- the following day. Under conditions where leagues have been given permission to lock fields, Parks and Recreation must be provided keys to such locks.
- 9. Leagues that operate a concession stand(s) on a specified park must enter into a concession agreement with the Lexington-Fayette Urban County Government for this privilege and adhere to the Division's vendor agreements for such things as concession items and soft drink products.
- 10. Leagues must have phone service set up by the League and under the Leagues name, with the League assuming full responsibility for all costs relating to establishing and continuing service on site. In lieu of on site phone service, a league may provide a list of on-call individuals with cell phone numbers. One of these individuals must be available during all league actives at the park. The league phone number or the names and phone numbers of on-call individuals must be submitted to the Division Athletic Department no later than two weeks in advance of the first practice.
- 11. All leagues are required to follow the Parks and Recreation Severe Weather Policy.
- 12. The League must furnish financial and gender information to the Division Athletics Department. A Division and Gender Report and a League Financial Report will be provided to the League for completion. The League must also submit their completed IRS Form 990. The Division and Gender Report is due no later than two (2) weeks after the 1st game of the season. The League Financial Report is due no later than one (1) month after the conclusion of league play. The IRS Form 990 to be submitted as soon as filed, but no later than April 15 of the tax year covering the season.
- 13. Because the Urban County Government is tracking program participation and facility usage county-wide, the League must submit a complete roster of all participants including gender, race, age, and address. Names of participants are not required.
- 14. This facility agreement is made and entered into between the Lexington-Fayette Urban County Government and the League. The League is not allowed to sub lease this agreement to any other organization without written prior approval by the Lexington-Fayette Urban County Government.
- 15. In the event the League plans to charge admission for tournament games, a written request of the anticipated charge, including method of collecting charges, must be submitted to the Division Director, or his/her Designee, 15 days in advance of the anticipated charge. The Director, or Designee, will provide a written response to the League request.
- 16. The League must adhere to and distribute copies of the Division of Parks and Recreation Physical/Verbal Altercation Policy to all League participants. In the event your league experiences unsportsmanlike conduct from players, fans, spectators, coaches, etc. please report the incident on the next business day to Darliene Haley, Athletic Director, 288-2921. The investigation will begin immediately and the procedures outlined in the Handbook will be followed. The League will be asked to fully cooperate by providing written statements from all individuals involved in the incident, as well of statements from spectators who witnessed the incident(s). During the investigation, the individual(s) accused will be suspended from all sporting activities and/or sports-related events.
- 17. The League must distribute copies of the Division of Parks and Recreation Participant Protection Policy to all League participants. Every franchise and/or partner league must adopt and comply with this Protection Policy.
- 18. Sports lights must be turned off by 11:00pm. If exceptional situations arise, such as tournaments or excessive rainouts, the league must request permission in writing from the Director of Parks and Recreation. Leagues leaving lights on after 11:00pm will be charged an hourly rate of \$100 to cover additional electric expenses. Use of lights is to be used for scheduled practices and/or games only.
- 19. Any advertisements or marketing done by the league must include the Parks and Recreation logo. The logo will be sent to each President electronically.

- 20. The following things are not permitted on the grounds: Driving or parking on sidewalks, and hitting/throwing balls against the fencing, concession walls, or any other permanent structure. The league is responsible for any damages and should inform all participants and spectators.
- 21. Failure of the League to honor any or all of this agreement shall relieve the Government of any commitments herein agreed upon and shall make this agreement null and void.

Any alterations to this agreement must be made in writing and must be agreed upon by the League and the Government before the alteration is implemented.

The Lexington-Fayette Urban County Government and its Division of Parks and Recreation prohibits discrimination on the basis of financial ability to pay, race, color, national origin, age, sex, religion, or special needs in its programs and/or activities.

D. SIGNA	TURES			-	`			
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CERTIFICATE OF LIABILITY INSURANCE	DATE	2704714
Keystone Risk Managers, LLC 1995 Point Township Drive	CERTIFICATI	E# 34700780-1
Northumberland, PA 17867	¥	1 17 03
DITION: ED INSURED:	INSURERS AI	FORDING COVERAGE:
WESTERN LL SERALD GORDON	INSURER A:	LEXINGTON INSURANCE COMPAN
2320 ASHBROOK LN LEXINGTON KY 40513		NATIONAL UNION FIRE INSURANC COMPANY OF PITTSBURGH, PA
	INSURER C:	CHARTIS SPECIALTY INSURANCE COMPANY

### COVERAGES

HE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED NOTWITHSTANDING NY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY ERTAIN. THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH OLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

ADD'L INSRD		TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE MM/DD/YYYY	POLICY EXPIRATION DATE MM/DD/YYYY	Į.	IMITS
		GENERAL LIABILITY				EACH OCCURRENCE	\$1,000.000
	X	OCCURRENCE	011225803	2/04/2014	1/01/2015	GENERAL AGGREGATE	\$2,000,000
	X	INCL. PARTICIPANTS	Property Damage Dedu		and the second decay	PRODUCTS/COMP OPS	\$1,000,000
	х	SEXUAL ABUSE				AGGREGATE SEXUAL ABUSE OCCURRENCE	\$1,000.000
		MEDICAL PAYMENTS				SEXUAL ABUSE AGGREGATE ANY ONE PERSON	#2.000.000
	DIRECTORS & OFFICERS					EACH LOSS	\$1,000,000
	DIRECTORS & OFFICERS		15819360	1/01/2014	1/01/2015	AGGREGATE	\$1,000,000
	CRIME COVERAGE					EACH LOSS	\$35,000
			Crime Deductible: \$250	AGGREGATE	NONE		
	5	SPORTS EXCESS ACCIDENT	SRG9105434	1/01/2014	1/01/2015	As in Master Policy Med. Max. \$100,000 Ded. \$50	As in Master Policy Excess

### "X" INDICATES COVERAGE SELECTED FOR ADDITIONAL NAMED INSURED

#### ADDITIONAL INSURED

Who is an insured (SECTION II) of the General Liability policy is amended to include as an insured the person or organization shown in the schedule, but only with respect to liability arising out of the above named Little League's maintenance or use of ball fields, or other premises loaned, donated, or rented to that Little League by such person or organizations and subject to the following additional exclusions:

1. Structural alterations, new construction, maintenance, repair or demolition operations performed by or on behalf of the person or organization designated in the Schedule unless performed by the above named Little League and

2. That part of the ball field or other premises not being used by the above named Little League

NAME AND ADDRESS OF PERSON OR ORGANIZATION:

CAINGTON FAYETTE URBAN COUNTY GOVERNMENT

NSURED	CANCELLATION
.ittle L gue Baseball Risk Purchasing Group, Inc.	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES TO THE ABOVE NAMED LITTLE LEAGUE BE CANCELED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER OR THEIR REPRESENTATIVE WILL MAIL 30 DAYS WRITTEN NOTICE TO THE DESIGNATED PERSON OR ORGANIZATION AT THEIR LAST KNOWN ADDRESS TO US.
South Williamsport, PA 17702	AUTHORIZED RESPONDENCE

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

## ADDITIONAL INSURED - DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies Insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE** 

Name Of Additional Insured Person(s) Or Organization

**Lexington Fayette Urban County Government** 

200 East Main street Lexington KY 40507

**BLANKET—AS REQUIRED BY WRITTEN CONTRACT** 

ADDITIONAL INSURED(S) LISTED ON CERTIFICATE OF LIABILITY INSURANCE

WHO IS INSURED (SECTION II) OF THE GENERAL LIABILITY POLICY IS AMENDED TO INCLUDE AS AN INSURED THE PERSON OR ORGANIZATION SHOWN IN THE SCHEDULE, BUT ONLY WITH RESPECT TO LIABILITY ARISING OUT OF THE NAMED LITTLE LEAGUE'S MAINTENANCE OR USE OF BALL FIELDS, OR OTHER PREMISES LOANED, DONATED OR RENTED TO THAT LITTLE LEAGUE BY SUCH PERSON OR ORGANIZATIONS AND SUBJECT TO THE FOLLOWING ADDITIONAL EXCLUSIONS:

- STRUCTURAL ALTERATIONS, NEW CONSTRUCTION, MAINTENANCE, REPAIR OR DEMOLITION OPERATIONS PERFORMED BY OR ON BEHALF OF THE PERSON OR ORGANIZATION DESIGNATED IN THE SCHEDULE UNLESS PERFORMED BY THE ABOVE NAMED LITTLE LEAGUE AND
- THAT PART OF THE BALL FIELD OR OTHER PREMISES NOT BEING USED BY THE ABOVE NAMED LITTLE LEAGUE

Information required to complete this Schedule, if not shown above, will be shown in the Declarations

Section II — Who Is An Insured is amended to include as an additional Insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or In part by your acts or omissions or the acts or omissions of those acting on your behalf:

- A. In the performance of your ongoing operations; or
- B. In connection with your premises owned by or rented to you.

### **ENDORSEMENT #4**

THIS ENDORSEMENT EFFECTIVE: 01/01/14 AT 12:01 AM FORMS A PART OF POLICY NO.: 011225803 ISSUED TO: LITTLE LEAGUE BASEBALL RISK PURCHASING GROUP, INCORPORATED

BY: LEXINGTON INSURANCE COMPANY

IN CONSIDERATION OF THE PREMIUM CHARGED AT INCEPTION, IT IS HEREBY AGREED AND UNDERSTOOD THAT FORM 72984 4/99 "ADDITIONAL INSUREDS" IS AMENDED PER ATTACHED.

ALL OTHER TERMS, CONDITIONS AND EXCLUSIONS OF THIS POLICY REMAIN UNCHANGED.



Authorized Representative or Countersignature