

Soccer

**CITY OF ROUND ROCK
PARKS AND RECREATION
FACILITY USE AGREEMENT**

This document constitutes an agreement between the City of Round Rock, acting through the Parks and Recreation Department (RRPARD) and the Round Rock Women's Soccer League (RRWSL). The purpose of the memorandum is to set forth the parties' responsibilities related to RRWSL operation of a soccer program in Round Rock, Texas. The agreement is no guarantee of any funding from RRPARD but it does provide priority status for assignment of facilities at the discretion of RRPARD. Failure to carry out the responsibilities detailed below may result in a loss of priority status for the assignment of facilities.

This agreement will expire on December 31, 2009 unless extended prior to that date by mutual written agreement. It is further mutually agreed that the RRWSL program is limited to two (2) seasons each year, to begin no earlier than February 1 and conclude no later than December 15th. . Exceptions to the above seasons and dates may be granted if mutually agreed upon by all parties. Any modifications to this agreement must be made by mutual written agreement of the parties.

SECTION I: LEAGUE INFORMATION

Each association shall provide the City of Round Rock Parks and Recreation Department with the following:

- Board of Directors to include name, address, phone number, title and job responsibility no later than 5 days after elections and when any changes occur.
- League participation information to include: competitive season participation (just completed) with total number of participants, name and number of divisions, and number of teams no later than 2 weeks after the start of the season.
- Game and practice schedules which must be turned in to Parks and Recreation no later than 2 weeks prior to start of season. Mid-season, end of season and fund raising tournament need to be coordinated with RRPARD.
- Notification of 24 hours in advance of any schedule changes. If changes are not reported we may not be able to provide service. The association will be responsible for overtime charges.
- Associations shall notify Parks and Recreation of scheduled work days. The PARD department needs to be involved with these work days.

SECTION II: FACILITY USAGE

- All persons who reserve or use the park facilities will comply with all applicable rules, regulations, and ordinances of the City of Round Rock, State of Texas.
- Each association must be represented at 75% of all meetings and miss no more than 2 consecutive meetings to maintain primary user status.

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- The City of Round Rock looks to rotate fields to provide proper rest and long-term playability of the fields. RRPARD will determine field close dates for routine maintenance in advance.
- Persons and/or sport associations, who reserve the fields or park facilities, are responsible for the cleanup of the fields and facilities after its usage. Failure to comply will result in the following fines:
 - 1st offense \$5 for every 15 minutes per staff person required.
 - Association required to pay \$100 litter deposit per field.
 - 2nd offense \$5 for every 15 minutes per staff person required.
 - Association forfeits litter deposit per field and new litter deposit of \$150 per field in required.
 - 3rd offense \$5 for every 15 minutes per staff person required.
 - Association forfeits litter deposit. New litter deposit of \$200 per field required.

SECTION III: PARD DEPARTMENT POLICIES & RULES

- The Parks and Recreation Department is responsible for keying and re-keying the external lock system.
- The association board members will be issued keys to the facility.
- Each board member must pick up and sign out for their key at the PARD Office.
- Keys will be number engraved and each board member will be assigned a specific key.
- A deposit of \$50.00 is required before any key will be issued out. All deposits are refundable but will be cashed. A check will be re-issued when keys are turned back in.
- All keys must be turned in to the PARD Office at the end of December and they will be available to re-issue by 2nd week in January.
- PARD will not issue any keys until all previous key holders returned all keys.
- SMART Parent Training will be optional for the leagues. At this time the City of Round Rock Parks and Recreation Department is making the SMART Parent Training mandatory for all city leagues. The City of Round Rock is moving to make this program mandatory for all leagues using city fields.
- The City of Round Rock Parks and Recreation will determine if the fields are playable Monday-Friday by 4:00 p.m. and Saturday by 8:00 a.m.; an email will be sent out to all associations if fields are not playable.
- Motor vehicles are only permitted in designated driving/parking areas. There will be no exceptions; driving in non designated areas is prohibited.
- As stated in city ordinance “1.805 Unlawful to drink or possess intoxicating liquors with certain areas: It shall be unlawful for any person, firm or corporation to carry, possess, or drink any alcoholic beverage in any city owned property or operated softball, softball, football field while a person or persons of non-drinking age are participating in an organized league play.

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SECTION IV: CLOSED FIELDS

- The Round Rock Parks and Recreation Department reserves the right to close fields or facilities in order to perform routine or scheduled maintenance. The Department will make every effort to provide notice prior to the season beginning of these closings.
- Closed fields will have the goals removed and temporary orange fencing will be placed in a diagonal manner within the field of play. Please respect the field closing. In the event the closed fields are used by league teams or players, sanctions may occur up to and including loss of field deposits and forfeiture of primary league status.
- First offense warning, Second offense loss of field deposit, Third offense loss of primary league designation

SECTION V: CONCESSIONS STANDS

- The associations do not have the authority to lease or contract with any individual or group on the operation of the concession stand without approval of the City of Round Rock Parks and Recreation Director.
- The City of Round Rock requires the association or approved vendor must comply with all Williamson County and Cities Health District (WCCHD) codes and State of Texas Food Establishment Rules.

SECTION VI: FACILITY MAINTENANCE/IMPROVEMENTS

- The association will not perform any maintenance on the fields without prior approval from the Parks and Recreation Department
- The City of Round Rock will provide a storage area for the association on the complex grounds.
- The City of Round will provide facility space at the McConico Building, Allen R. Baca Senior/Community Center, or other city facilities for league business meetings.
- The association is responsible for reporting necessary maintenance repairs to PARD no later than the following work day.
- The associations must notify and obtain prior approval from the Parks and Recreation Department on any and all improvements to the facilities.
- The following chart outlines maintenance responsibilities
- Failure to comply with maintenance responsibilities will result in a fine as stated in Section IIB.

Maintenance Responsibilities:

TASK	Association	PARD	COMMENT
Stripe		X	Bi weekly
Seed/Fertilize		X	
Mow/Edge/Trim		X	
Chemical Treatments		X	
Irrigate		X	
Field Lights		X	Association Report Problems
Fill Low Spots		X	Coordinate with PARD
Paint		X	
Top Dress		X	
Litter Pick-Up	X		Prior to leaving complex- DAILY
Dump Trash Cans	X		Prior to leaving complex- DAILY
Plumbing Repair		X	Major PARD
Parking Lot Maintenance		X	
Winterize		X	PARD Coordinate
Stock Janitorial Supplies	X		
Building Light Bulbs Replacement	X	X	PARD exterior only
Clean Restrooms	X		Prior to leaving complex- DAILY
Clean Concession Stand	X		
Maintain Storage Area	X		
Pest Control (Building)	X		PARD exterior only
Nets		X	
Electrical		X	Association to report problems
Scoreboards		X	Association to report problems
Water infields		X	

SECTION VII: TOURNAMENTS AND EVENTS

- The following are special events that take place in Old Settlers Park and will require road closings through the park: Outlaw Trail, Texas Road Rash, UIL State Track Meet and the McNeil Qualifier Track Meet. An email notification will be sent out to all associations regarding dates, if and when the park will be re-opened, and times of events.
- The Round Rock Parks and Recreation Department agrees to provide the user with 1 end of season tournament and 1 fundraising tournament as part of this agreement. Any other tournaments will fall outside this agreement.
- The City of Round Rock will be designated one weekend per month to host events.
- Any tournaments and events that were already on the calendars prior to January 2008 will be “grandfathered in” through this transition period.
- The City of Round Rock will approve all tournaments and will send notices to organizations.
- Economic impact information of all tournaments needs to be turned in to the City of Round Parks and Recreation.
- The City of Round Rock Parks and Recreation will support large tournaments
- The associations may request the Parks and Recreation’s athletic field crew to assist with smaller tournaments. Rates are \$18 per hour per person.
- The association is responsible for cleaning the facility before each rental. Failure to comply will result in a fine as stated in Section IIB.

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SECTION VIII: SPONSORSHIPS

Associations may solicit sponsors for the uniforms with acknowledgment on the uniform or banners that can be affixed to the dugout during the teams' game and removed upon completion of the game. All other sponsorship must have the express written permission of the Round Rock Parks and Recreation Director.

SECTION IX: ROUND ROCK INDEPENDENT SCHOOL DISTRICT FACILITIES

The City of Round Rock will continue to work with RRISD for the use of their facilities for leagues and associations to utilize for their practices.

SECTION X: FEES

- Associations shall pay \$5 per child/adult who does not reside in the City Limits of Round Rock per City Ordinance 1.708.2 Non residents shall pay an additional five dollars (\$5.00) per class, special event or sports league. The association may choose at the time of execution of the annual facility use agreement to charge a flat rate per team per to cover the non resident charge.
11 v. 11- \$40/team per season
7 v. 7 - \$35/team per season
8 v. 8 - \$35/team per season
6 v. 6 - \$25/team per season
- Associations will also charge a flat rate in addition to the non resident fee, of \$5 per player per season; or the association may choose at the time of execution of the annual facility use agreement to charge a flat rate per team to cover the player fee to be placed in a Field Enhancement Fund.
11 v. 11- \$70/team per season
7 v. 7 - \$60/team per season
8 v. 8 - \$60/team per season
6 v. 6 - \$45/team per season
- The Association will pay a field rental fee of \$0 per hour without lights for the 2009 season plus an additional fee of \$18 per hour for lighted use. The field rental rate will increase to \$3 per hour in 2010, \$4 per hour in 2011, and \$5 per hour in 2012.
- Field and Light charges will be invoiced monthly.

SECTION XI: OWNERSHIP

The association understands that the City is the sole owner of the facilities and those contributions of services, amenities or cash does not imply association ownership.

SECTION XI: CONTACTS

