



CITY OF HENDERSON PUBLIC WORKS, PARKS AND RECREATION
FIELD ALLOCATION POLICIES AND PROCEDURES



I. Table of Contents

II.	Introduction	3
III.	Public Works, Parks and Recreation Purpose Statement	4
IV.	Public Works, Parks and Recreation Statement of Philosophy	4
V.	Definition of Terms.....	4
VI.	Field Use Permits	5
VII.	Priority Group Classifications.....	6
VIII.	Allocation Process	7
IX.	Community Sports Organizations	8
X.	Sports Participation Guidelines.....	11
XI.	Tournaments	13
XII.	Cost Recovery Policy	13
XIII.	Maintenance Responsibilities	13
XIV.	Liability Insurance Requirements	14
XV.	Field Usage Rules and Regulations	14
XVI.	Conditions of Use	17
XVII.	Turf preservation.....	17
XVIII.	Athletic field lining/marking	18
XIX.	Field modifications.....	18
XX.	Inclement weather policy and procedure	18
XXI.	Parks Maintenance Services	19
XXII.	Permit Cancellation	19
XXIII.	Notice of Non-Use of Fields.....	20
XXIV.	Concessions	20
XXV.	Special Use Facilities	21
XXVI.	Additional Supervision.....	21
XXVII.	Banner/Signage/Advertising.....	21
XXVIII.	Traffic and Parking.....	21
XXIX.	Violations.....	21
XXX.	Appeals Process	22

- Exhibit A – Background Screening Practices
- Exhibit B - National Standards for Youth Sports
- Exhibit C - Chapter 2.27 of the Henderson Municipal Code – Park Rules
- Exhibit D – Outdoor Athletic Field Advertising Policy
- Exhibit E – Field Rental Rates

II. INTRODUCTION

- A. The City of Henderson Public Works, Parks and Recreation Department (Department) is dedicated to fostering healthy lifestyles and helping the community thrive. The City of Henderson (City) recognizes that sports are a fundamental component of this goal and that field availability is necessary for sports organizations. As such, the Department coordinates and issues permits for the use of City and Clark County School District (CCSD) athletic fields for general public use for recreation activities/programs. The Department works cooperatively through a Joint Use Agreement (Resolution #1841, Open Schools – Open Doors Community Access Agreement) with the CCSD (when school is not in session) to provide athletic fields to local organizations.
- B. The purpose of this policy is to outline the allocation procedures and rental policies for the permitted use of athletic fields in the City. Due to the limited number of fields and facilities available, the Department has established criteria for priority use. The Department will grant priority to City residents and will monitor proper use of allocations and permits. Recognizing that increased demand on fields also creates an increased strain on the City's financial resources, it is possible that the City may charge rental/reservation rates in order to recover public costs to operate, maintain, repair, improve, supervise, and administer the use of parks and athletic fields/facilities, and school athletic fields.
- C. The City has experienced tremendous growth in sports including new sports organizations and emerging sports. This growth is anticipated to continue. The Department has already experienced an increased demand for the use of City and school district athletic fields and finds it necessary to emphasize sharing in the use of all athletic fields among present and future sports organizations.
- D. This policy has been established to ensure that the fields are used for recreational, educational, and community service functions that meet the needs of the community, as well as set clear policies, procedures, regulations and rental rates for such uses. This policy addresses sports specifically and excludes picnic rentals, pool rentals and recreation center rentals.
- E. Neighborhood and city-wide community parks and CCSD schools that have athletic field space designated in their design are available for use.
- F. The Department reserves the right to make any decision regarding sports programming and facilities that is in the best interests of the Department and residents of the City.
- G. To help ensure a healthy lifestyle and to develop healthy eating habits, the City recommends that only healthy snacks be served before and after games.

III. PUBLIC WORKS, PARKS AND RECREATION PURPOSE STATEMENT

To provide premier services and sustainable infrastructure to meet the existing and future needs of our community.

IV. PUBLIC WORKS, PARKS AND RECREATION STATEMENT OF PHILOSOPHY

- A. The City is dedicated to creating positive sports environments for our community. This is done through the development of fair and equitable sports programs offered at affordable prices and accessible times and locations. The rules of the game for all City sporting events, whether as a player, coach or spectator, are sportsmanship, fair play, and safety. Sports are an essential recreation element that helps build a sense of community pride, teamwork, exercise, and a better sense of self-worth. This is accomplished through the following key elements:
- Love of the game and sport
 - Improving skills
 - Building friendships
 - Improving healthy lifestyles
 - Increase physical activity
 - Learning good sportsmanship
- B. The City provides park and recreation facilities for public use and enjoyment and to give all residents opportunities to participate in organized sports and activities.
- C. Since the demand is greater than the tax revenues available for support, it is necessary to charge for selected fields.

V. DEFINITION OF TERMS

- A. **Henderson resident youth organization** is defined as groups or organizations comprised of at least 51 percent Henderson residents. Team rosters with individual participant addresses shall be required by City staff to verify residency.
- B. **Youth status** is defined as a person under the age of 18 or a person eligible to participate in high school-sponsored events.
- C. **Field Use Permit** is a document issued by the Department through its field allocation process indicating that a specific organization has been approved to use a specific field location for a specific period of time. Permits must be present and available for inspection during the permitted use at each location.
- D. **Allocation** is the process used by the Department to assign sports fields and facilities to recognized user groups for practice, games, tournaments, and other recognized events.

- E. **Allocation meeting** is a meeting held biannually or as needed by the Department with recognized organizations to receive requests for fields and facilities and to discuss, prior to allocation, the use of sports fields and facilities.
- F. **A recognized community sport organization** is a sports organization that has submitted all the necessary materials as identified in Section VIII of this document and has been approved by the Department to participate in the allocation process.
- G. **Charitable Nonprofit status.** A nonprofit or not-for-profit organization is an organization that conducts business for the benefit of the general public without shareholders and without a profit motive. To qualify as a nonprofit organization, the organization must be recognized as a nonprofit from the State of Nevada or another state as a public charity and must have received a tax exemption from the Internal Revenue Service under Section 501(c)(3).
- H. **Basic services** are defined as the maintenance of safe, clean, attractive parks and buildings and the provision of recreation services for the general public. Basic services preserve and promote physical and mental well-being and will continue to be supported by taxpayer resources.
- I. **Enhanced services** are those where revenues are necessary to support continued use. By this definition, individuals can expect to pay for the privilege of using fields and facilities to the exclusion of others and without interference.

VI. FIELD USE PERMITS

- A. **Field use permits** are issued following the biannual allocation process. A permit is issued only after an allocation request has been made, the Department has approved all or part of the request, all required documents are submitted, proof of insurance has been shown, and a contract has been signed. **A request does not constitute approval.**
- B. A field use permit will not be issued if there is any balance due for prior field use.
- C. All field users must have the field use permit available for inspection by City or Clark County School District (CCSD) staff, police, and security official during each use of a location.
- D. **Facility use permits** are issued for the reservations of non-sports related facilities such as picnic ramadas, and other related park amenities. The permits are independent of the field allocation process and must be obtained by any organization requesting any park facility for an organization function.

VII. PRIORITY GROUP CLASSIFICATIONS

A. Priority use of fields will be allocated as follows:

- i. **Group 1** - City-sponsored or co-sponsored events. This includes all Department athletic programs and/or leagues. The City shall have priority on designated school sites when the school is not in session (per Open Schools – Open Doors Community Access Agreement).
- ii. **Group 2** - Events or activities sponsored by the CCSO have priority at school sites prior to 4:00 p.m. on weekdays (per Open Schools – Open Doors Community Access Agreement).
- iii. **Group 3** - Charitable Nonprofit Henderson resident youth organizations comprised of at least 51 percent Henderson residents. The organization must be a recognized community sports organization as defined in Section VIII.
- iv. **Group 4** – Charitable Nonprofit youth organizations comprised of less than 51 percent Henderson residents. The organization must be a recognized community sports organization as defined in Section VIII.
- v. **Group 5** - All other youth and adult users. This includes for-profit organizations, tournaments, club teams, clinics and/or camps with individual or team participation fees. All coaches must be background checked and have completed coaches training.

B. Verification of Henderson Residency.

This will be established by providing verified rosters from the past season that include the names, addresses, phone numbers, dates of birth, and schools attended for all youth participants. The roster must also include the full name, home address, email address, and telephone number of the head coach. This must be provided with the initial field request.

- i. This information shall remain confidential as outlined in N.R.S, 239.010, confidentiality of local government records.
- ii. Records of a local governmental entity **are confidential and not public books or records within the meaning of NRS 239.010** if:
 - a. The records contain the name, address, telephone number or other identifying information of a natural person; and
 - b. The **natural person whose name, address, telephone number or other identifying governmental entity for the purpose of:**
 - **Registering with or applying to the local governmental entity for the use of any recreational facility or portion thereof that the local governmental entity offers for use through the acceptance of reservations; or**

- On his or her own behalf or on behalf of a minor child, registering or enrolling with or applying to the local governmental entity for participation in an instructional or recreational activity or event conducted, operated or sponsored by the local governmental entity.
- C. New organizations that do not have rosters from the previous season will initially be assigned to **Group 4**.

VIII. ALLOCATION PROCESS

- A. The allocation of fields will follow the guidelines of this document. Fields will be allocated and permitted biannually as sustainability allows. These allocations are not intended to interrupt field assignments for teams and/or organizations during the course of a season that has already started.
- B. The Department reserves the right to make adjustments in the field allocation process as needed to address recognized needs or resolve conflicts.
- C. The process for the allocation of fields begins with a letter being sent to all recognized sports organizations. An organization must first be recognized by the Department according to Section VII of this policy.
- D. Once the letter is received, all organizations will have a specified time to respond in writing regarding their specific requests for field use including dates and time.
- E. After the specified time to receive requests has past, the Department staff will begin the field allocation process of assigning fields, dates and times to the various organizations based on the priorities in this policy. Allocations will be conducted in as fair and equitable manner as possible. However, the Department has the discretion to allocate in the best interest of the City. **It may not be possible to grant all requests.**
- F. Once completed, an organization meeting will be held with all organizations outlining the allocations, identifying needs for contract and notification of when play can begin as well as any specific or special instructions.
- G. **Sport season priority**
- i. Traditional sports seasons have priority use over shoulder seasons.
 - Spring Sports** (baseball and softball)
 - Priority use is after President's Day to July 1.
 - Shoulder season for spring sports is from January 2 to a Presidents day weekend and July 1 to Labor Day Weekend.
 - Fall sports** (soccer, football)

- Priority use is after Labor Day to third weekend in December.
 - Shoulder season for fall sports is from January 2 to Presidents day weekend and July 1 to Labor Day Weekend.
 - ii. The City reserves the right to impose charges for the shoulder season as this time frame is a turf recovery period, during which only limited field use will occur as approved by the Department.
- H. Once completed applications are received, all fields will be allocated at the same time using a consistent set of criteria including but not limited to:
- i. **Priority group and sport season** as outlined in Section VI.A and VII.G.
 - ii. **Past history** and use of facilities with the City. This includes previous allocation and use of fields, proper and timely payment, response to requests for information, compliance with established rules and policies and conditions of fields after use. A request for field allocation will not be considered unless all invoices for prior use have been paid in full.
- I. Current rosters must be submitted to the Department at least 10 days prior to the first scheduled practice. Organizations that do not submit rosters will not be allowed to practice. At this time the Department reserves the right to adjust field allocations as necessary.
- J. Allocation requests during off-season play including tournaments and camps will be reviewed after allocations are granted for primary season sports. Additional charges may apply for allocations granted for off-season play.
- K. Use of allocated fields. Organizations will be required to provide complete schedules of field use so that use may be verified by City staff. If an allocated field(s) is not used three times by the designated organization, the field(s) may be reassigned. Prior to reassignment, organizations will be notified by City staff.
- L. The City reserves the right to cancel an allocation to accommodate the needs of any City-sponsored/co-sponsored tournament and/or special event.
- M. Requests for additional use, programs or facilities not covered by the Field Allocation Policy should be submitted with the organization's original request. Additional fees may apply.

IX. COMMUNITY SPORTS ORGANIZATIONS

- A. The Department recognizes community sports organizations that provide athletic leagues for youth and adults. These organizations are authorized to provide team sports for Henderson residents in cooperation with the Department and are

responsible for managing their programs in accordance within the policies, procedures, and guidelines outlined in this manual and agreed to in the contract agreement with the City.

- B. In order to be recognized by the Department and to be eligible to participate in the field allocation process, organizations must meet the following criteria:
- i. Provide a statement of need that explains how the organization will benefit the residents of Henderson by addressing and identifying the existence or non-existence of similar organizations.
 - ii. The organization has a mission statement or articles of incorporation or organization stating that the objectives of the organization are of a nonprofit and non-commercial nature.
 - iii. The organization must conduct open registration regardless of skill level. It must maintain a national affiliation with the National Alliance of Youth Sports (NAYS) or an equivalent program as approved by the Department. The organization must conduct a sports program through volunteer coaches and administrators and abide by an “everyone plays” philosophy. (Exhibit B)
 - iv. Each organization must be governed by a board of directors selected by the membership that manages the operations of the program. Organizations must have a minimum of three board members including the following officers: president, vice president, secretary, and treasurer. A board member may hold more than one title, but no more than two.
 - v. Each organization must establish, maintain and operate under a set of bylaws. The bylaws must establish the objectives of the program, membership requirements, description of its board of directors, election of officers, and all procedures relative to the program. A current copy of the bylaws must be submitted each year to the Department.
 - vi. The organization must be in good standing with the Secretary of State’s office in the State of Nevada or the state of origin.
 - vii. The organization must provide proof of its charitable nonprofit status by providing documentation from the Internal Revenue Service showing that it has a tax exemption under Section 501(c)(3) or other applicable provision.
 - viii. The organization must demonstrate that it is financially solvent by developing and submitting an annual budget and annual financial statement summarizing the previous year’s financial activity. The

documents shall be submitted annually as part of the fall allocation process.

- ix. The organization must require all coaches to complete a criminal background check that complies with National Recreation and Park Association's Commission and Accreditation of Parks and Recreation Agencies standards (Exhibit A). The City reserves the right to verify any and all criminal background checks.
- x. All coaches must attend a training and certification clinic acceptable to Department staff. If no acceptable program exists, coaches must attend a National Youth Sports Coaching Association Training offered by the Department. Any fees charged to the City will be charged back to the Organization.
- xi. Registration must be open to the public regardless of race, creed, gender, sexual orientation, national origin, economic status, ability or disability.
- xii. A designated representative of the organization must attend field allocation meetings scheduled by the Department when an allocation request has been made.
- xiii. As part of the allocation process the organization will enter into a contract agreement with the City. As part of the agreement, the agency will designate an official contact(s) to represent the agency to the City. Coaches are not authorized to represent the organization unless they are designated in the organization agreement.

X. SPORTS PARTICIPATION GUIDELINES

- A. For field allocation purposes and as part of a basic level of service to be provided to the community, the Department has established minimum and maximum guidelines for sports. The purposes for these allocation guidelines are to help ensure that there is a balanced playing time with other activities, help with skill development, and provide an acceptable level of physical activity that promotes an interest in sports and exercise. The following matrix indicates the maximum allocated participation and allocation guidelines:

Sport	Age Group	Players per team (min/max)	Practices per week	Time per practice	Practice hours per team per week	Teams per field per practice	Games per week	Team per field per games	Hours per game
Youth baseball	5	10-14	2	1	2	1	1	2	1
Youth baseball	6 and 7	10-14	2	1	2	1	1	2	1
Youth baseball	8 to 10	12-14	2	1.5	3	1	1	2	2
Youth baseball	11 and 12	12-14	2	1.5	3	1	2	2	2
Youth baseball	13 to 16	12-14	3	1.5	4.5	1	2	2	2
Youth baseball	17	12-14	4	2	8	1	2	2	2
Youth softball	5	10-14	2	1	2	1	1	2	1
Youth softball	6 and 7	10-14	2	1	2	1	1	2	1
Youth softball	8 to 10	12-14	2	1.5	3	1	1	2	2
Youth softball	11 and 12	12-14	2	1.5	3	1	2	2	2
Youth softball	13 to 16	12-14	3	1.5	4.5	1	2	2	2
Youth Lacrosse	8	8-20	2	1	2	2	1	2	1
Youth Lacrosse	9 and 10	8-20	2	1	2	2	1	2	1
Youth Lacrosse	11 and 12	8-20	2	1.5	3	2	2	2	1
Youth Lacrosse	13 and 14	8-20	3	2	6	2	2	2	1
Youth Lacrosse	15 to 17	10-20	3	2	6	2	2	2	1
Youth Lacrosse	17	10-20	4	2	8	1	2	2	1
Youth Soccer	5	4-10	2	1	2	2	1	2	1
Youth Soccer	6 and 7	5-10	2	1	2	2	1	2	1
Youth Soccer	8 and 9	5-10	2	1.5	3	2	1	2	1
Youth Soccer	10 and 11	7-10	2	1.5	3	2	2	2	1
Youth Soccer	12 and 13	7-16	3	1	3	2	2	2	1
Youth Soccer	14 and 15	7-16	3	1.5	4.5	2	2	2	1
Youth Soccer	16 to 17	9-16	4	2	8	2	2	2	1
Youth tackle Football	6 and 7	16-25	2	1	2	2	1	2	1
Youth tackle Football	8 and 9	16-25	2	1.5	3	2	1	2	1

Sport	Age Group	Players per team (min/max)	Practices per week	Time per practice	Practice hours per team per week	Teams per field per practice	Games per week	Team per field per games	Hours per game
Youth tackle Football	10 and 11	26-30	2	1.5	3	2	1	2	1
Youth tackle Football	12 to 14	31-35	2	2	4	2	1	2	1
Youth Flag Football	6 and 7	6-12	2	1	2	2	1	2	1
Youth Flag Football	8 and 9	6-15	2	1.5	3	2	1	2	1
Youth Flag Football	10 and 11	7-18	3	1.5	4.5	2	1	2	1
Youth Flag Football	12 to 14	12-27	4	2	8	2	1	2	1
Youth Flag Football	15 to 17	12-27	4	2	8	2	1	2	1
Adult Softball	16 and older	10-15	n/a	n/a	n/a	n/a	2	2	1
Adult Soccer	18 and older	11-15	n/a	n/a	n/a	n/a	2	2	1
Adult Baseball	18 and older	9-15	n/a	n/a	n/a	n/a	2	2	2
Adult Flag football	18 and older	11-20	n/a	n/a	n/a	n/a	2	2	1
Adult Lacrosse	18 and older	11-20	n/a	n/a	n/a	n/a	2	2	1
Adult Rugby	18 and older	15-30	n/a	n/a	n/a	n/a	2	2	2

B. Game guidelines

- i. “Everyone plays” rule. The City requires youth teams to follow the “everyone plays” rule as established by the Department and as endorsed by the National Alliance for Youth Sports (Exhibit B).
- ii. Maximum amount of play per week. Each sport is limited to a set number of sessions of play per week. Sessions include games, practices, team functions and meetings. The week runs Sunday through Saturday. (Section IX.A)
- iii. Scheduling allowances. When demand exceeds supply and resources, the Department will establish a limit on amount of play participation by implementing one or more of the following alternatives:
 - Priority will be given to Henderson residents
 - Team size will be increased to necessary levels
 - Activities will be scheduled on Sunday as needed
 - Organizations/teams will share facilities as needed
 - The sport season will be reduced or lengthened as needed
 - The number of games per team will be reduced
 - The minimum number of practices per team will be reduced
 - The requirements in the “everyone plays” rule will be reduced
 - The number of teams per league will be limited
 - The number of participants per organization will be limited

XI. TOURNAMENTS

- A. The City has a strong interest in developing and attracting tournaments to the community. Tournaments are a unique opportunity to showcase facilities and the community, provide enhanced levels of play and provide revenue for the City. As such, tournaments will be evaluated on a case by case basis with a goal to balance local play with attracting out of town visitors and revenue.
- B. Initial requests for tournaments will be accepted in the fall during the allocation process for the upcoming year.
- C. Tournaments will not be part of the allocation process and will be considered and developed by a separate agreement.

XII. COST RECOVERY POLICY

- A. As the City continues to grow and facilities age, the Department must develop a financial system to support community investment while maintaining the high level of service currently provides. The City will continue to provide basic services funded entirely by general taxpayers. However, those benefiting from special services (which create additional City expenses) must contribute financially. The City acknowledges that the community benefits when youth are engaged in sports activities. Therefore, the recovery policy is intended for participants to supplement, rather than supplant, the investment of the general taxpayers. The recovery policy strives to:
 - i. Pay for and augment operation/maintenance costs for a field.
 - ii. Control use of the field.
 - iii. Assess a portion of the costs to field to users who may not be tax supporters.
 - iv. Enable the Department to provide fields for which funds might not otherwise be available.
- B. The primary purpose of this policy statement is to develop an understanding that the pricing of services is a conscious procedure that requires continual investigation and review by Department staff.
- C. For details in pricing and fees, please refer to Exhibit E.

XIII. MAINTENANCE RESPONSIBILITIES

- A. Field users are responsible for any and all damage or excessive use to City and/or CCSD premises, equipment, and property. If after an activity additional maintenance is required (in excess of normal services/time), the applicant will be charged accordingly.

- B. Failure to pay for damages may result in the immediate loss of existing field allocations, the revocation of existing permits, the refusal of future allocation requests.

XIV. LIABILITY INSURANCE REQUIREMENTS

The City and CCSD are not responsible for accidents, injuries or loss/damage to property of individuals/groups using public fields and facilities. The applicant will be held responsible for all actions, behavior and damages caused by his/her participants/guests/attendees. All applicants requesting use of athletic fields will be required to provide the City with an **original** certificate of insurance providing proof of the following coverage:

- i. Public liability and property damage insurance in an amount no less than \$1,000,000 per occurrence.
- ii. The City of Henderson must be named as additionally insured.
- iii. If CCSD fields are allocated it may be necessary to name CCSD as additionally insured.
- iv. The coverage shall not be canceled or reduced without a minimum of 10-day written notice to the City of Henderson.
- v. The certificate must be submitted a minimum of 10 days prior to the event to:

City of Henderson
Parks and Recreation Department
Attention: Field Allocations
240 Water Street
P.O. Box 95050
Henderson, Nevada 89009-5050

XV. FIELD USAGE RULES AND REGULATIONS

- A. The Organization and all those associated with the Organization shall follow established park rules and field use rules as specified in Chapter 2.27 of the Henderson Municipal Code (Exhibit C) and as detailed below.
- B. Games and practices are not to start before 8:00 a.m. or extend past 10:00 p.m. (unless otherwise stated). Organizations are responsible for making necessary changes/alterations to their rules and regulations regarding game times to reflect park/school hours.
- C. Groups of 10 or more individuals wishing to use a field **must** acquire a permit with the City. A field permit must be available during use and be presented to any City or CCSD representative upon request.

- D. It is the responsibility of the organization's president and the designated liaison to enforce the rules and regulations regarding the conduct of the group while on permitted facilities. They are also responsible for ensuring that coaches receive and understand that a permit must be on site and presentable during field use.
- E. Use begins and ends at the times stated on the allocation documents including set-up and clean-up.
- F. Groups are not allowed on fields prior to the start time listed on the permit and are required to have the fields cleaned and cleared by the ending time indicated on the permit.
- G. The permits times includes time for warm ups and preparation (including time for City staff) of the field. Check the allocation contract for specific times
- H. Field preparation and participant warm-up is allowed within the parameters of field use hours. Additional charges will be incurred for any unauthorized or extended field use beyond the times listed on the permit. Check the allocation agreement for specific times to access the fields. Unauthorized or extended field use beyond times listed on the permit may result in the retention of a portion of or all of the deposit and/or result in the cancellation of current use and /or prohibition of future use.
- I. No subleasing of fields is allowed under any circumstance. **Subleasing of fields may result in revocation of all permits indefinitely pending an investigation which may end the season.**
- J. **Any unauthorized use including using fields without a permit or interfering with another permitted use (squatting) will result in the revocation of any permit indefinitely pending an investigation which may end the season.**
- K. Parks and Recreation Department staff will perform all maintenance on City fields. A field use permit does not authorize an organization to make improvements or perform maintenance on a CCSD or City field.
- L. City fields will have bases available. Users may not move or remove bases.
- M. Fields for practice will not be prepped; they will only be dragged as needed.
- N. Any league or team canceling a lighted field must give 24 hours notice in writing, or it may forfeit payments made. The exception is inclement weather.
- O. Any tournament/league using Arroyo Grande fields 5-8 and Russell Road Recreation Complex fields 2-3 must not use a softball that exceeds a 44 core and 400 compression.

- P. Tarps and material that may damage the grass are prohibited from being placed on the turf. Any turf coverings used must be made of a breathable material. Tarps are prohibited on fencing.
- Q. Parking is allowed only in designated areas. No vehicles are allowed on City or CCSD fields or property (other than parking lots) without prior written permission noted on the permit issued by the City. User groups must inform their participants and spectators to park in facility parking lots and public parking areas. It is the user's responsibility to alleviate traffic and parking issues. Cars improperly parked may be cited by the City of Henderson Police Department.
- R. Amplified sound is not allowed on any field without City prior approval and must be noted on the permit. Use of artificial noisemakers, horns, rattles, bells, or whistles by spectators is not allowed. User groups must abide by Henderson Municipal Code 2.27.030.
- S. Balls and other equipment thrown, batted, kicked, or otherwise landing on private property shall not be retrieved without the property owner's permission. Climbing walls or entering gates to access private property is prohibited.
- T. Property boundary walls and fences are not to be used as backstops.
- U. Portable goals and/or markers are allowed but must be removed daily and must have prior written approval as part of the permit process to be used.
- V. Teams may not pitch or hit from the infield grass. The batter may be moved up on the dirt in front of home plate, if needed.
- W. Participants may not play catch or pepper between the dugouts or on the infield grass. All warm-ups should be done beyond first and third base.
- X. Holes may not be dug in the grass or dirt infield.
- Y. Each user group is responsible for picking up trash and debris and depositing it into the proper trash bins at the conclusion of games and practices. Adjoining areas must also be clear of all trash. Organizations should ask players and spectators to pick up litter in dugouts, sidelines, stands and the immediate vicinity of the game or practice.
- Z. Organizations must leave school and park areas immediately after games and practices safely and quietly, especially after late games. This is a courtesy to neighbors.

AA. Misuse of a public park or school field or the failure to follow established procedures, rules and regulations by any group or individual of a group is cause for revocation or denial of existing permits or future applications.

BB. No group or individual is permitted to maintain a storage unit (or similar object) on or around a field without written approval from the City.

XVI. CONDITIONS OF USE

A. Tournament, practice and league game dates must be specified when making field reservations including set up and take down.

B. All leagues must make photocopies of their facility permits to be carried by each coach or manager. It must be shown upon the request of any designated City official, staff member or security official.

C. The Department must be notified immediately if a reserved field(s) is no longer needed or if there is a change in the organization's playing schedule.

XVII. TURF PRESERVATION

Cooperation is needed for the preservation of turf on City and CCSD fields by following these guidelines:

A. Field use, especially practices, should be conducted in such a way that the action takes place on different sections of turf, thus reducing excessive damage in one area. Rotate use of areas and, when possible, stay off fringe or bare areas to limit erosion and further damage.

B. Replace turf divots at the end of each day to help re-root grass.

C. No tarps or material that may damage the grass may be placed on the turf. Any turf coverings used must be made of a breathable material.

D. Do not use fields during or after a heavy rain, or when wet or muddy (see inclement weather policy).

E. Multi use sports team practices are not to be held on the infield area of a softball or baseball diamond.

F. Remove all equipment at the conclusion of each day.

G. Do not overcrowd fields by scheduling multiple games in reserved areas. Allow a distance between fields for safe passage of spectators and participants.

- H. Report hazards to the Sports office at 702-267-5717.
- I. Report immediate emergencies (broken water lines, gushing sprinkler heads, etc.) to the Sports office. When calling, be prepared to fully identify yourself, your location (park/school), and the specific nature of the emergency so that staff can bring the appropriate repair equipment.
- J. Do not drive or park cars, motorcycles, or other motorized vehicles on turf areas.

XVIII. ATHLETIC FIELD LINING/MARKING

- A. Lining of City or CCSD fields is prohibited without prior written approval.
- B. Burning or painting lines on City or CCSD fields is prohibited.

XIX. FIELD MODIFICATIONS

- A. Requests to modify or improve any City fields must be submitted for review to the Department for consideration. A request to modify or improve a site does not constitute approval.
- B. No permanent structures or equipment can be erected on City or CCSD fields or facilities unless approved by the City and/or CCSD and dedicated for community use.
- C. Approval will be given according to City and/or CCSD policy.
- D. Approval will be provided in the form of a written document and will outline the scope of the modifications as approved.

XX. INCLEMENT WEATHER POLICY AND PROCEDURE

- A. The City reserves the right to cancel or suspend field use permits when field conditions could result in injury to players or cause damage to fields. Permits may also be cancelled when the health and safety of participants is threatened due to impending conditions, including but not limited to, heavy rains, poor air quality or high winds.
- B. During inclement weather, the City's Sports staff will assess the playability of all City-owned and joint-use CCSD fields to determine if use will occur. The Sports supervisor or designated representative has the authority to close any/all fields within the City.

- C. With regards to evaluating playing conditions, groups should employ the playability criteria used by City staff and take into consideration the current and future quality of the turf.
- D. Groups witnessing misuse of fields by other scheduled or unscheduled users are advised to contact the City of Henderson Parks and Recreation Department at 702-267-5717 or the Henderson Police Department at 311.

XXI. PARKS MAINTENANCE SERVICES

(SUBJECT TO ANNUAL ALLOCATIONS)

- A. The following services are provided as a basic level of maintenance and support. These services can be requested for additional cost as part of the annual allocation and contract process:

Baseball/Softball

- i. Appropriate seasonal ball field preparation
- ii. Mowing of grass at least once a week
- iii. Infield prep and dragging (where applicable)
- iv. Trash canister pick up daily
- v. Installation of bases and pitcher's plates
- vi. Maintenance of fencing and backstops for normal wear and tear
- vii. Outfield markings as needed
- viii. Line infields daily for games; no lines for practices

Multi-use sports fields

- i. Appropriate season field maintenance
- ii. Mowing of grass at least once a week
- iii. Trash canister pick up
- iv. Standard goals at park sites

- B. **Field closures** - An annual rest and renovation program is scheduled at all sites to maintain field sustainability. The City makes every effort to accommodate groups and organizations. However, the health and safety of the users and the condition and playability of the fields takes precedence. As a result, the City may close fields, deny use of a field, and/or alternate sites for athletic use. Closures are kept to a minimum when fields are in playable condition.

XXII. PERMIT CANCELLATION

The Department reserves the right to cancel any reservation (permit) for City or CCSD field use for any of the following reasons:

- i. It conflicts with a City-sponsored league, program, activity, or event
- ii. Maintenance needs/issues

- iii. Overuse of a field
- iv. Unsafe conditions

In these cases, all attempts will be made to provide advance notice and to schedule an alternate location. In the event of an emergency, when only short or no notice can be afforded, groups must cooperate with the cancellation so as not to risk loss of rental/allocation privileges. The City is not obligated to provide alternate fields if none are available.

XXIII. NOTICE OF NON-USE OF FIELDS

When permits are issued, a specific field(s) is reserved for the user, to the exclusion of others. **Groups may not assign their scheduled time to other groups.** Any such action will result in the loss of rental/allocation privileges. Recognizing this exclusivity, groups should only reserve the fields they intend to use. Field users must notify the City to report any reserved time that can be released for general public use or to other groups.

XXIV. CONCESSIONS

- A. The City operates concession services at the following locations:
 - i. Arroyo Grande Phase I
 - ii. Arroyo Grande Phase II
 - iii. Burkholder Park
 - iv. Stephanie Lynn Craig
 - v. Anthem Hills Park
 - vi. Russell Road Recreation Complex
 - vii. Heritage Park

- B. Any organization wishing to operate temporary concessions at other locations must obtain prior approval from the City and obtain a temporary health permit through the Clark County Health District (phone 702-759-1000). A copy of the temporary Health Department permit must be on file with the City's Sports office.

- C. Any tournament organization wishing to sell other food items during its tournament, where concessions are available must obtain permission from the City and obtain a temporary health permit as needed.

- D. Any organization wishing to sell or allow a vendor to sell T-shirts, equipment etc. must notify and obtain permission from the Sports office and comply with all criteria as established, HMC 2.27.

- E. If an organization contracts with any outside company, that company must provide the Sports office, co-insuring the City of Henderson as outlined in Section XIII.

XXV. SPECIAL USE FACILITIES

All activities that require the use of City facilities that are not in the scope of regular season practice and play must be requested via a special use application.

XXVI. ADDITIONAL SUPERVISION

The City may require a field user to provide security or police protection when deemed necessary. Additional park personnel will be assigned if required by the City. Any resulting expenses or costs as a result will be billed to the field user.

XXVII. BANNER/SIGNAGE/ADVERTISING

The City has established that some banners may be installed on outfield fences or other area during the season. For specific references, please refer to Department Policy 3.1.2 (Exhibit D).

XXVIII. TRAFFIC AND PARKING

- A. Field users must instruct participants and spectators to park in facility parking lots and public parking areas. If traffic/parking is an issue, the user group/organization must provide volunteers to direct participants and spectators to designated parking areas. It is the user's responsibility to alleviate parking and traffic issues.
- B. No vehicles are allowed on City or CCSD fields or property (other than parking lots) without written permission noted on the permit issued by the City.
- C. Some neighborhood streets adjacent to park property are parking by permit only. It is the field user's responsibility to notify participants and spectators of these no parking zones. Violators may be ticketed.

XXIX. VIOLATIONS

Violations of this policy may, at the Department's discretion, result in the immediate loss of existing field allocations, the revocation of existing permits, the refusal of future allocation requests, charges for the cost of any modification or repair to a field or facility related to the violation, and other actions as warranted. The Department will provide written notice of the violation and the action it will be taking as a result of the violation.

XXX. APPEALS PROCESS

The Parks and Recreation Director or designee will interpret and apply this Field Allocation Policy. A field user or potential field user may appeal any decision or notice of violation of this policy in writing within 10 days of the decision or notice of violation to the Parks and Recreation Department at:

City of Henderson
Public Works, Parks and Recreation Department
Attention: Director
240 Water Street
P.O. Box 95050
Henderson, Nevada 89009-5050

All appeal letters must include the basis of the appeal and will be reviewed by the director who will make the final decision. All decisions will be made in the best interest the community as a whole and as related to the City's Strategic Plan, Parks and Recreation Master Plan and the policies and procedures of the Department. This goal of this policy to provide guidance and consistency in the allocation of sports field resources within the community.



National Recreation and Park Association

Background Screening Practices

The National Recreation and Park Association has reviewed the resources of the National Association of Professional Background Screeners, and sought the counsel of recognized background screening experts to develop a set of Recommended Guidelines for Volunteer Background Screening in park and recreation settings. The goal of these recommendations is to make communities safe by advancing optimum volunteer management practices. Park and recreation leaders from academic, municipal, and county based settings have reviewed these recommendations for their relevance and appropriateness. NRPA recommends these practices as specifications and guidelines to consider while advocating that any volunteer background screening policy should be reviewed by a City, County, or special park district attorney to insure compliance with any and all local, state or federal laws. In addition, certain states have specific guidelines regarding the reporting of criminal record information and your policies may need to be amended in these states. A qualified background screening provider should be able to guide you on these laws.

The saying that a “bad volunteer is better than no volunteer” is untrue and dangerous, and should never be considered appropriate. While park and recreation departments depend heavily upon volunteerism, failing to take any steps to screen volunteers places organizations, volunteers, and participants at greater risk. While no screening process can offer absolute assurance, implementing these recommended guidelines in your screening process can engender public confidence and lessen the risk of exposure to liability due to a lack of knowledge regarding your volunteers’ background.

More specifically, an effective screening process assists communities:

- ◆ Raise public awareness of quality programs offered.
- ◆ Make the safety of all participants, particularly the most vulnerable groups (children, elderly, mentally challenged, etc.) a top priority.
- ◆ Keep people who have a history of inappropriate behavior or who are unfit out of the organization.
- ◆ Select the “most qualified” volunteers and paid staff for positions.

The Screening Process

Since park and recreation departments and user groups utilizing public spaces are responsible for maintaining safe environments within their programs, they must be aware of the potential risks and safeguards to protect participants and the community in which a program operates.

It is recommended that volunteers be considered with the same scrutiny as paid staff and be recruited, screened, trained, supervised, and evaluated with the same rigor as paid staff. The law in most cases does not differentiate between paid vs. volunteer staff.

Therefore, regardless of the volunteer’s responsibilities, NRPA recommends that all volunteers be screened as though they were applying for a paid position. The time, energy, and financial investment of prevention strategies such as conducting a proper background screening, represents a fraction of the impact incidents such as sex abuse, violence, neglect, or other crimes and abuses can have on your participants, organization and community.

National Background Screening Program

Comprehensive and Due Diligent Background Screening

While park and recreation professionals understand the benefits of screening volunteers, myriad approaches and options to background screenings are used. With decades of employment screening and related court decisions to model as common practice, government or volunteer organizations with limited budgets are challenged to apply the same due diligence to their background screening program. A comprehensive and due diligent background screening practice can be an achievable benchmark for all park and recreation agencies when positioned as a public safety or risk management issue. The following elements are included in this screening process:

Recommended Guidelines

It is the recommendation of the National Recreation and Park Association that park and recreation jurisdictions implement the following volunteer management *guidelines* for credentialing volunteers through comprehensive background screening and photographic identification.

The recommended guidelines call for the implementation of a comprehensive background screening for all volunteers. The recommended guideline for comprehensive background screening or background check is defined to include:

- ⌚ **Social Security Verification** – Verify the name of every volunteer against the Social Security Number provided. This helps to eliminate the possibility of false names and/or information.
- ⌚ **Address Trace** – Verify the current address and identify any previous address of every volunteer. This information is utilized to determine the jurisdiction in which the background screening is conducted.
- ⌚ **State or County Criminal Record Check** – A Statewide or Countywide (depending on the jurisdiction) criminal record check is performed to capture all misdemeanor and felony convictions in that jurisdiction. The search should be conducted in the jurisdiction with the longest and most current residency.
- ⌚ **National Criminal History Data Base search** – There is no one national record check whether through the government or private sector that identifies every crime ever committed. However, there are now criminal history data bases available that contain millions of criminal records and cover the much of the United States. These data bases can be accessed and used to supplement the local criminal history search. This is beneficial in expanding the search across the country but **should not** be used as a stand alone source for your background screening.
- ⌚ **Sex Offender Registry** - Search of the appropriate state sex offender registries based on the address history. This is an important supplement to criminal history searches but **should not** be used as a stand alone source for your background screening.
- ⌚ **Timely results** – A background screening process should be timely and results should be returned within 10 business days on average to allow for proper planning and assignment of volunteers.
- ⌚ **Complimentary Consultation** – Seek a provider committed to provide consultation to clarify screening results and provide technical assistance and guidance regarding updating practices.

Clarification of Recommended Guidelines

About Social Security Verification

Social Security verifications are a critical first step in the process as it helps to insure that the name and other personal data given by the applicant is accurate. The verification will generally reveal the state and year the SSN was issued, names, addresses and sometimes the date of birth that is associated with this Social Security number.

Although it is possible to run background checks without the SSN, this will reduce the effectiveness and limit the number of personal identifiers that can be found in public records. To report someone's criminal history the reporting agency must have at least 2 matching identifiers.

Non US Citizens – In handling background checks on individuals without Social Security numbers, it is suggested that in place of the SSN the volunteer applicant state “**No SSN**”. Each local organization should take appropriate measures to insure that the name, date of birth and addresses are all valid for individuals without Social Security numbers.

About Address History

This is part of the screening process that will help to confirm the current address and any previous addresses of the applicant. The main purpose in collecting address information is to determine where the local search will be performed.

Local Search

Depending upon the state, data sources can either be a statewide repository or a county court house system search. Some states have state repositories that include criminal histories from the counties or other jurisdictions in the state. If these repositories are available, reliable and timely the state check should be used in the local search. When a state repository is not available or not reliable then the county court house should be used for the local search. The goal of a local search is to uncover all misdemeanor and felony arrests and/or convictions on the applicant.

Who will be screened?

A volunteer background screening program must include all volunteers, especially those who will have contact or access to all vulnerable individuals (youth, elderly, disabled individuals, etc.) in your programs. Random or select screening is dangerous, ineffective and can lead to increased liability for your department and user groups.

How often should Background Screenings be conducted?

Each volunteer should be screened on an annual basis. The fact that someone may have a clear background check once does not insure that they will never commit serious crimes in the future. In one year it is entirely possible for someone to be arrested and convicted through most of the court systems in the United States.

Confidentiality

To protect the privacy of the volunteer it is critical that each organization have a confidentiality policy and that the policy be made known to each prospective volunteer. The policy should include a statement of respect for the privacy of the volunteer and should establish that information received during a volunteer's screening process will not be disclosed outside of the organization and will be shared within the organization only on a "need to know" basis. This would include keeping the consent/release form which includes personal data on the volunteer in secure locations and only in the hands of authorized personnel. The policy which is to be made known to all prospective volunteers, should also acknowledge that the organization might, in special circumstances, have a duty to disclose to third parties, including government agencies, certain types of information when the law requires.

Proper record keeping is critical as well. You must insure that the applicants screened and results are recorded along with the date. By tracking this information you will be able to insure 100% compliance to screening and have a formal record that can be used to defend against any potential litigation in the future.

Flow of paperwork and responsibilities of the Parks & Recreation Department

It is important to set up a specific data flow that suits your department's needs, while insuring the utmost confidentiality of the volunteer. Limit the number of individuals handling background screening data and publish the data flow so that there is an increased comfort level that personal data for volunteers will not be compromised.

Below is a typical paper flow or work flow when collecting this information:

- ⌚ Distribute the consent/release forms to volunteers
- ⌚ Collect all completed (legible) consent/release forms by pre-determined dates
- ⌚ Send forms or data to Background Screening Company
- ⌚ Receive the screening results from the Background Screening Company
- ⌚ Make appropriate notifications on any volunteer who is disqualified
- ⌚ Provide the disqualified volunteer applicant with the following documents:
 1. Fair Credit Reporting Act - Summary of Rights
 2. Letter of disqualification
 3. Copy of actual screening report (results)

Recommended Criteria for Exclusion

A person should be disqualified and prohibited from serving as a volunteer if the person has been found guilty of the following crimes:

Guilty means that a person was found guilty following a trial, entered a guilty plea, entered a no contest plea accompanied by a court finding of guilty, regardless of whether there was an adjudication of guilt (conviction) or a withholding of guilt.

This recommendation does not apply if criminal charges resulted in acquittal, Nolle Prose, or dismissal.

SEX OFFENSES

- ⌚ **All Sex Offenses** – *Regardless of the amount of time since offense.*

Examples include: child molestation, rape, sexual assault, sexual battery, sodomy, prostitution, solicitation, indecent exposure, etc.

FELONIES

- ⌚ **All Felony Violence** – *Regardless of the amount of time since offense.*

Examples include: murder, manslaughter, aggravated assault, kidnapping, robbery, aggravated Burglary, etc.

- ⌚ **All Felony offenses other than violence or sex** within the past 10 years.

Examples include: drug offenses, theft, embezzlement, fraud, child endangerment, etc.

MISDEMEANORS

- ⌚ **All misdemeanor violence** offenses within the past 7 years

Examples include: simple assault, battery, domestic violence, hit & run, etc.

- ⌚ **All misdemeanor drug & alcohol offenses** within the past 5 years or multiple offenses in the past 10 years.

Examples include: driving under the influence, simple drug possession, drunk and disorderly, public intoxication, possession of drug paraphernalia, etc.

- ⌚ **Any other misdemeanor** within the past 5 years that would be considered a potential danger to children or is directly related to the functions of that volunteer.

Example include: contributing to the delinquency of a minor, providing alcohol to a minor, theft – if person is handling monies, etc.

PENDING CASES

It is recommended that anyone who has been charged for any of the disqualifying offenses or for cases pending in court should not be permitted to volunteer until the official adjudication of the case.

The Background Screening Process is an ongoing process and should be subject to review and changes at any time. These guidelines are based upon industry practices in private, public and non-profit areas. For additional information regarding background screening practices, visit the National Association of Professional Background Screeners at www.napbs.com

In addition to these recommended guidelines, NRPA recommends that you consult your risk management specialist and legal counsel to ensure that all local and state laws and practices are a part of your local policies and practices.

National Recreation and Park Association Operation TLC² Making Communities Safe

The National Recreation and Park Association recently launched Operation TLC² *Making Communities Safe*, a national initiative to advance the leadership role of parks and recreation in their effort to make their communities safer by implementing national guidelines for background screening.. NRPA has partnered with leading industry experts to provide a comprehensive resource to improve the volunteer management practice. Southeast Security Consultants and DMP Consulting have joined with NRPA to develop this landmark initiative to elevate volunteerism as a valued public service.

Organizations choosing to become a Charter Organization in the Operation TLC² *Making Communities Safe* initiative will benefit from preferred pricing on background checks and photo identification that meet the national recommended guidelines. For more information regarding the national recommended guidelines and details to become a Charter Organization should visit www.nrpa.org/tlc2 or contact NRPA at programs@nrpa.org.

The **National Recreation and Park Association** is a national not-for-profit organization dedicated to advancing park, recreation and conservation efforts that enhance quality of life for all people. Through its network of some 19,000 recreation and park professionals and citizens, NRPA encourages the promotion of healthy lifestyles, recreation initiatives, and conservation of natural and cultural resources.

Headquartered in Ashburn, Va., NRPA works closely with local, state, and national recreation and park agencies, citizen groups and corporations to carry out its objectives. Priorities include advocating favorable legislation and public policy; continuing education for park and recreation professionals and citizens; providing professional certification, university accreditation, research and technical assistance; and increasing public awareness of the importance of parks and recreation.

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National Standards For Youth Sports

Modifying the Sports Environment for a Healthier Youth

National
ALLIANCE
For Youth Sports

Compiled By:

National Alliance for Youth Sports



An Introduction to the National Standards for Youth Sports

The National Alliance for Youth Sports (NAYS) is pleased to release this revised edition of the National Standards for Youth Sports. The original version of the National Standards for Youth Sports were released in 1987 to provide direction for parents to follow when developing and administering youth sport for children. Since then, the Standards have served as the blueprint for how thousands of recreation professionals have conducted their youth sports programs through the years in an effort to meet the needs of all their participants.

In December 2007, a dedicated group of professional youth sports administrators convened during the International Youth Sports Congress in Orlando, Florida to re-examine the Standards in relation to the current youth sports environment. This new edition reflects the consensus of this group and addresses a variety of topics that currently affect the delivery of youth sports programs.

The purpose of these Standards is to provide a framework by which youth sports programs are designed and executed. While the previous edition was focused on parents and the role of parents within the youth sports landscape, this new version is directed to the league and program administrators. The National Standards for Youth Sports place in motion a nation policy for youth sports.

In addition to the nine standards, we have included three additional sections that provide information to parents, volunteer coaches and participants to explain what the National Standards for Youth Sports specifically mean to each group.

For more information about the National Standards for Youth Sports contact:



2050 Vista Parkway
West Palm Beach, Florida 33411
561-684-1141
800-688-KIDS
www.nays.org

Standard #1 Quality Sports Environment

Youth sports programs must be developed and organized to ensure, as well as to enhance, the emotional, physical, social and educational well-being of children.

Background:

A wide variety of youth sports experiences are available today. Historically, many programs have been modeled after adult-oriented programs using rules, skill expectations and competitive requirements replicated from high school, college and professional levels. Today, programs must be designed and administered so that every child, regardless of their abilities, has an opportunity to positively benefit from participation.

Rationale:

Youth sports programs should be based on meaningful participation. All children physically and emotionally mature at different rates. In order to have a quality youth sports environment consider the appropriate age range of the participants, the rules of the sport and the proper level of physical and emotional stress.

Implementation:

1. Leagues should be required to abide by written policies and procedures.
2. Leagues should be guided by a written mission statement that provides a foundation for the program's purpose and goals.
3. Leagues should maximize play time for all by establishing a minimum play rule/policy.
4. Leagues should organize programs using the following guidelines, although modifications can be made when total participation numbers are low:
 - a. Developmental Programs for children 6 years old and under:
 - Informal teams
 - Focus on motor skill development
 - Scores and/or standings not emphasized
 - Roster size, rules, equipment and fields modified
 - Limited uniforms
 - Post-season tournament or all-star competition highly discouraged
 - Encourage boys and girls to participate together whenever possible
 - No travel
 - Coaches permitted on playing surface
 - b. Instructional Sports Programs for 7 to 8 year olds:
 - Focus on skill development and rules of the game
 - Scores and standings not emphasized
 - Roster size, rules, equipment and fields modified
 - Limited uniforms
 - Encourage a variety of position and situational play
 - Post-season tournament or all-star competition discouraged
 - Encourage boys and girls to participate together whenever possible
 - Travel discouraged
 - Coaches permitted on playing surface
 - c. Organizational Programs for 9 to 10 year olds:
 - Scores kept but standings de-emphasized
 - Roster sizes, rules, equipment and fields modified when necessary
 - Encourage a variety of position and situational play
 - Out-of-community postseason play only when necessary
 - No national tournament participation
 - d. Skill Enhancement and Enrichment Programs for 11 year olds and above:
 - Scores and standings de-emphasized
 - Proper grouping and selection procedures to ensure fair and equitable teams
 - Encourage a variety of position and situational play
5. Leagues should develop skill level assessments to establish teams using methods to ensure teams are balanced by considering weight, skill and special needs when grouping children.
6. Leagues should establish a no-cut policy so all children can participate in recreational programs.
7. League standings should be discouraged below the age of nine and de-emphasized below the age of 13.
8. Leagues and coaches should not require sports specialization or year-around participation.



Standard #2 Sports participation should be fun and a portion of a child's life

Youth sports are only one portion of a child's life that must be balanced with other social and educational experiences and activities.

Background:

The foundation for human development occurs during the early years of life. Individuals that are exposed to many different learning situations increase their potential for successful development. Youth sports participation is a valuable component to a child's overall healthy development.

Rationale:

Parents, coaches and league administrators need to encourage children to be involved in a variety of programs and activities to experience positive growth and development, while taking great care to ensure that the child isn't overscheduled or that activities don't detract from their academic learning. Parents must respect a child's decision to play or not play, while keeping in mind that commitment is still important for their growth and development. Parents, coaches and league administrators must also realize that a child's involvement in youth sports affects the entire family.

Implementation:

1. Leagues, parents and coaches should encourage participation in a variety of youth activities in addition to sports while not over-scheduling.
2. Leagues should establish rules that limit organized practices and games to no more than one hour a day and three days a week up to age 8; not more than 1.5 hours and four days a week for ages 9 to 12; and not more than two hours and four days a week for ages 13 and above.
3. Leagues should adopt policies that make provisions for excused absences.
4. Everyone involved should understand that positive life skills are learned/gained from participation in youth sports programs.

Standard #3 Training and Accountability

Adults involved with youth sports must receive training and important information about the program and must be held accountable for their behavior.

Background:

Sports participation can lead to physical and emotional harm if those responsible have no training. In many cases, adults involved with youth sports organizations have not received formal training. Adults are an essential component of organized sports programs, whose own motives, morals and beliefs can influence how programs are conducted and their outcomes.

Rationale:

To ensure that everyone involved strives to make the youth sports program safe, positive and fun for all children, all administrators, coaches and parents must receive information about the program's philosophy, policies and procedures, as well as specific knowledge required for each position. By holding everyone accountable for their behaviors, high quality programming can be ensured.

Implementation:

1. Parents, coaches and volunteers should be provided written information that outlines the program's purpose, as well as policies and procedures.
2. Coaches and staff should be trained in the following areas: the emotional needs of children; safety, injury prevention and first aid; conditioning; hydration and nutrition; teaching proper sport techniques; including all children; child abuse prevention; and drug, alcohol and tobacco prevention.
3. Coaches should be encouraged to continually gain general and sport-specific coaching skills.
4. Leagues are encouraged to provide additional educational resources for coaches and parents to assist them in providing the best possible youth sports experience for each child.
5. Adults involved should be provided information about the types of child abuse, recognizing symptoms of child abuse and neglect and understand reporting procedures.
6. Leagues should adopt a positive coaching recruitment policy that encourages the recruitment and selection of qualified women and men regardless of race, creed, sex or economic status.
7. All volunteers should be required annually to sign a code of conduct pledging their commitment to provide enjoyable, healthful youth sports experiences.
8. Leagues should establish an accountability procedure and disciplinary process to remove anyone who does not abide by its policies and procedures.
9. Coaches and parents should encourage and apply proper principles of conditioning.

Standard #4 Screening Process

To ensure the safety and well being of children in youth sports, individuals with regular, repetitive access or contact with children must complete the screening process.

Background:

Volunteers are crucial to the delivery of youth sports programs. Leagues have a responsibility to protect participants against unsafe individuals by implementing a comprehensive screening system. Screening is a process with many elements that an organization uses to protect participants.

Rationale:

Leagues must be selective when choosing volunteers since parents are entrusting their children to the adults running the youth sports league. Consistent and comprehensive screening strengthens the organization's protective shield. T ct occurs in the organization.

Implementation:

1. Leagues must use appropriate and available screening techniques for selecting and assigning individuals to ensure that children are protected.
2. A written screening policy should be included in policies and procedures.
3. A written job description outlining the duties and responsibilities should be available for every position.
4. Job descriptions should be read, signed, dated and kept on file to ensure an understanding of the position and the league's expectations.
5. Volunteers should be required to complete and sign an application form.
6. Leagues should contact references provided by potential volunteers.
7. Leagues are encouraged to interview volunteers.
8. A criminal history background check should be conducted on all volunteers.
9. Leagues are encouraged to develop procedures and disqualifiers to determine what issues make a volunteer undesirable.

Standard #5 Parents' Commitment

Parents/guardians must take an active and positive role in their child's youth sports experiences.

Background:

Leagues should encourage parents to be caring and active in their child's youth sports experiences by providing positive support as a spectator, coach and league administrator. Many parents do not get involved at all in their child's youth sports experience, while others become overly involved. All parents should be required to demonstrate their positive commitment by signing a code which outlines the opportunities their child should have through participation, as well as the responsibility the parent has in supporting the youth sports experience.

Rationale:

Parents are one of the keys to their child's youth sports experiences. Parents who receive an orientation and who are required to sign a code of conduct are usually more positive and supportive of their children. They need to demonstrate the participation benefits by attending games, practices, or team social events; or by just expressing their positive support. Parents should discuss participation with their child and help in evaluating his/her experiences.

Implementation:

1. Parents should be required to complete a league orientation meeting annually. The orientation should cover the following areas: youth sports philosophy, program goals, expected behaviors and responsibilities, as well as sport specific information.
2. Teams should be required to have a minimum of one team/parents' meeting at the beginning of each sports season.
3. Parents must demonstrate their commitment to their child's youth sports experience by annually signing a parental code of conduct.
4. A child should not be allowed to participate if their parent refuses to sign the parental code of conduct.
5. Parents should familiarize themselves with the specific sport, including the rules of the game.
6. Leagues should encourage parent-child communication about their youth sports experiences.
7. Leagues should maintain open communication channels with parents through newsletters, league meetings and email.
8. Leagues should promote parental involvement in roles such as coach, team manager, fund-raiser, league manager, special assistant and fan.

Standard #6 Sportsmanship

Everyone involved in youth sports programs should exhibit positive sportsmanship behavior at all times.

Background:

Children will follow the example of adult role models, positively or negatively. Children will copy or imitate sports behaviors witnessed, including the development of values based on that behavior. Adults must be a positive role model exhibiting sportsmanlike behavior at games, practices, and at all times while giving positive reinforcement to the children and supporting their coaches, staff and other volunteers.

Rationale:

If the youth sports experience is to be a positive one for each child, adults must demonstrate sportsmanlike behavior as a fan, coach, and/or league administrator. They need to encourage fun, guide with positive reinforcement and give praise for successes along the way. When a child makes a mistake, separate the mistake from the child. Adults need to encourage peer support and give positive verbal support to team members, opponents and coaches of their child.

Implementation:

1. Leagues will develop a sportsmanship/conduct code that includes positive expectations and describes unacceptable behaviors (for example berating players, coaches, officials; use of vulgar language; and intoxication).
2. Leagues will promote fair play, respect for the game and graciousness in losing or winning.
3. Leagues will communicate conduct requirements to administrators, coaches, parents, players and spectators through policies and procedures, newsletters, email, website, telephone calls and announcements.
4. Leagues will develop an enforcement plan for implementing a sportsmanship/conduct code, including disciplinary procedures.



Standard #7 Safe Playing Environment

Youth sports programs must provide safe playing facilities and equipment, healthful playing situations and proper first aid applications, should the need arise.

Background:

Coaches and league administrators have the responsibility to inspect and ensure proper maintenance of facilities; to have knowledge of proper equipment selection and appropriate use; to understand the physical consequence of improper skill techniques; have the ability to modify rules for safe-playing situations; understand the physical need for a proper child-oriented conditioning program; and have knowledge of prevention and first aid for athletic injuries, including the ability to implement emergency procedures.

Rationale:

Children participating in youth sports are exposed to a variety of organized risk-taking opportunities. It is important for programs to take every precaution to protect participants from dangerous situations and in the event of an accident or emergency, everyone must be prepared to respond appropriately.

Implementation:

1. Leagues must implement procedures for inspecting playing facilities for safety hazards before every youth sports activity.
2. Leagues should develop procedures for continual safety inspections of all playing equipment.
3. Leagues must not allow participation during unsafe conditions, such as lightning storms, darkness, playing sites in disrepair, etc.
4. Leagues should develop emergency action plans and these should be communicated to everyone involved at the beginning of the season or program.
5. Leagues should establish procedures to ensure that all teams and events have an emergency first aid plan for administering to injuries, as well as policies in place for dealing with dangerous weather conditions and hazards that pose injury risks. .
6. Leagues should require basic medical and injury treatment forms to be properly completed and signed by parents.
7. Leagues should require that at least one adult trained in CPR (cardiopulmonary resuscitation) and basic first aid is always on site at any practice or game.
8. Leagues should require coaches to carry each player's emergency contact and health information at all practices and games.
9. Leagues should demand that teams have a fully equipped first aid kit at all youth sports activities.
10. An AED (automated external defibrillator) should be located in proximity to all fields, courts and rinks.
11. Leagues should remove coaches that knowingly allow a player to play while having a serious injury or knowingly create unsafe play situations.
12. Leagues should enforce a policy that requires written permission from a doctor prior to allowing a child to participate following an injury.
13. Leagues should provide information to everyone regarding proper hydration techniques.
14. Children below the age of 11 should participate in activities that contain limited collision potential and feature modified rules that will significantly reduce the chances of injury.
15. Leagues should mandate that at least two adults are always present during practices, games and any other related activity.
16. Leagues must adopt rules/policies banning rapid weight loss/gain procedures used solely for participation in youth sports.
17. Leagues must select equipment designed to ensure injury reduction for participants, (i.e. baseballs designed to reduce injuries, soccer shin guards, approved protective equipment in contact sports).

Standard #8 Equal Play Opportunity

Parents, coaches and league administrators must provide equal play opportunity for all youth regardless of race, creed, sex, economic status or ability.

Background:

The cost of participation in youth sports is financially out of reach for some kids. Sports opportunities for girls, minorities and children with disabilities have improved but are still not equal.

Rationale:

All children deserve the opportunity to play regardless of race, creed, sex, economic status or ability. Coaches, parents and league administrators should recognize stereotyping and demand that prejudice of any type be prohibited. Every effort should be made to provide financial assistance to those unable to afford participation, including the cost of safe equipment. Adult youth sports leaders must teach acceptance, tolerance and respect for people of all abilities, sizes, shapes, colors and cultural and economic backgrounds.

Implementation:

1. Leagues must adopt a non-discrimination policy that ensures participation for all children regardless of race, creed, sex, economic status or ability.
2. Leagues should make provisions whenever possible to allow all children to participate regardless of their financial ability to pay.
3. Leagues are encouraged to provide programs that allow boys and girls to participate together whenever possible.
4. Leagues must encourage equal play time for all participants.
5. Leagues must make reasonable accommodations to encourage children with disabilities to participate.

Standard #9 Drug, Tobacco, Alcohol and Performance Enhancer-Free Environment

Parents, coaches, officials, fans, players and administrators must be drug, tobacco, alcohol and performance enhancer free at youth sports activities.

Background:

Sports participation has long been characterized as a means of developing character and positive values. Information indicates that peer pressure, negative peer group associations and unhealthy adult role models may actually increase the use of drug, tobacco and alcohol use among youth participants as well as lead to the use of performance-enhancing drugs.

Rationale:

Adults involved in youth sports must be educated about all drugs, including performance enhancing drugs. Leagues should have policies to deal with the use of drugs, tobacco and alcohol, emphasizing prevention through education. Parents, league administrators and coaches should be trained to identify signs of usage and know how to access community resources. Healthful role modeling should lead the way for influencing youth participants to avoid drug, tobacco and alcohol use and to promote seeking safe and healthy improvements through proper training methods that don't involve the use of performance-enhancing drugs to gain an unfair advantage.

Implementation:

- Leagues should adopt rules prohibiting the use of performance enhancing drugs, alcohol, illegal substances and/or tobacco at all youth sports events.
- Leagues should provide coaches and parents educational information on identifying signs and symptoms of substance use.
- Leagues should establish written policies and implementation procedures for immediately dealing with substance use by coaches and players and communicate this information to coaches, players, and parents.
- Leagues should continually encourage dialogue between coaches, players and parents about the need for an alcohol, tobacco and drug-free environment for children.
- Leagues must ban all forms of tobacco use during any youth sports related activity.
- Leagues should discourage participants from using caffeine products (pills, gum and drinks).
- Leagues must not allow alcohol to be sold or allowed to be brought into youth sports games, practices or related events.
- Leagues should develop an enforcement plan for removing adults and players who appear to be under the influence of drugs, alcohol or any illegal substances.

What the Standards mean to parents and coaches

Parents - What the National Standards for Youth Sports Mean to YOU

Participation in youth sports provides children with an opportunity to gain many valuable life skills and develop an appreciation for physical fitness, all of which can lead to a lifetime of healthy activity. This can only occur, though, when organized sports programs are designed and administered to ensure a safe, positive and fun environment for everyone.

The National Standards for Youth Sports place in motion a national policy for children's sports. These Standards serve as a blueprint for all youth sports programs and must be incorporated into the delivery of every youth sports experience to best ensure that the needs of every child are met.

As a parent of a youngster involved in youth sports, you have a responsibility to make sure that your child is enrolled in a program that adheres to the Standards. Prior to signing your child up for a sport it's important that you review the Standards so when you're taking a look at how the program operates you can be sure that it is a good fit for your child.

Remember, you have the right to expect and demand that the recreation agency and/or youth sports program understands the Standards. You also have the right to ask that these Standards are incorporated into their programs so that all children are given the best opportunity for a memorable season that they'll look back on for years to come for all the right reasons.

Coaches - What the National Standards for Youth Sports Mean to YOU

As a volunteer coach you are commended for stepping forward to work with a group of children because there are few endeavors in life more worthwhile. You may be aware that as a coach you are in a special position to impact the lives of children in so many areas. Your influence extends far beyond simply helping them learn and progress in their respective sport, so it's of paramount importance that you take great care to approach your role with diligence.

One of the best ways you can prepare yourself for the season is to review the National Standards for Youth Sports. The Standards place in motion a national policy for children's sports. They serve as a blueprint for all youth sports programs and must be incorporated into the delivery of every youth sports experience to best ensure that the needs of every child are met.

When you volunteer to coach a youth sports team you take on the responsibility to meet the needs of every child under your care. As you review the Standards - which should be customary operating procedure before you gather the children for your first practice of the season - keep in mind that these represent what being involved in youth sports is all about.

By making a commitment to abide by these Standards you'll greatly increase your chances of making special connections with your players. This will translate into happy and productive children who will learn and develop skills and likely continue their involvement in the sport for years to come. Equally important, they'll reflect back on their experiences with you favorably and if they choose to coach someday they'll be more likely to pass along many of the same positive attributes to their players that they gained from their interactions with you.

What the Standards mean to youth sports participants

Kids - What the National Standards for Youth Sports Mean to YOU

Participating in organized sports programs is a truly special time in your young life. It's important that you - along with your parents or guardians - are aware that with your involvement in these programs you have rights. Among those are the right to a safe and fun experience and the opportunity to receive the same amount of playing time as your teammates, among many others.

The National Standards for Youth Sports are a great resource to help you gain a good understanding of what your youth sports experience is all about and how you should expect to be treated throughout the season. You should know that the Standards were created with your best interests in mind. They represent what respected professionals around the country believe is the best way to provide top-quality sports programs for children.

Along with your rights comes the responsibility for you to abide by team rules, follow your coach's instructions and, with the help of your parent or guardian, put forth every effort to get to practices and games on time. When coaches, parents and players work together - and do their best to follow the Standards - you'll enjoy participating in a positive environment that will increase the likelihood of you learning new skills, enhancing others and having a safe and fun-filled experience.

Acknowledgements

These National Standards for Youth Sports have been developed to be used by every youth sports league in the nation. The National Alliance for Youth Sports (NAYS), America's leading advocate for safe, positive and fun youth sports experiences, has continually taken a leadership role to assimilate and share the best practices. NAYS wishes to pay a special tribute to the following dedicated youth sports professionals who lent their time and provided input for the update of these Standards.

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Exhibit C

Henderson Municipal Code

Chapter 2.27 - PARKS AND RECREATION

Sections:

2.27.010 - Purpose

To regulate the use of city-owned and/or operated parks and park facilities in order that all persons may enjoy and make use of the parks and park facilities and to protect the assets and resources of these community properties.

2.27.020 - Definitions.

Access point means any location at which entry onto a trail may be made lawfully.

Amplified sound means speech, music, or other sound projected or transmitted by electronic equipment (including amplifiers, loud speakers, bull horns or similar devices) which is intended to increase the volume or range of the sound.

Applicant means any person or entity who submits a request to the senior director of public works, parks and recreation or his or her designee, under this chapter in order to obtain the necessary permission to conduct certain activities as defined in HMC 2.27.030 at or within a park, recreation facility or trail.

Park means a parcel of land owned, operated or maintained by the City of Henderson and specifically set apart for the recreational use of the public.

Recreation facility means those structures, amenities, or apparatus located in a park which aid or make easier the recreational use of the park.

Participate means, for purposes of HMC 2.27.030(N), to take a direct role or part in communicating the permittee's message, as opposed to merely being present at the permittee's use. By way of illustration, every person marching in a parade is an expressive unit, the sum of which constitutes the expressive message attributed to the parade's organizer, whereas a spectator who is merely present along the parade's route and who expresses his own contrary message is not a "participant" because his message could not reasonably be perceived as part of the message he protests.

Permittee means any person or entity who received the necessary permission to conduct certain activities as defined in HMC 2.27.030 at or within a park, recreation facility or trail.

Trail means an improved or unimproved pathway designed primarily for outdoor recreational purposes that generally connects elements, spaces, or facilities. Trails are generally not intended for use by motorized vehicles but may be used by pedestrians, cyclists, and, where applicable, equestrian and persons authorized to utilize electric personal assistive mobility devices as defined in NRS 482.029.

Trailhead means a location having an information kiosk for a trail.

2.27.030 - Rules and regulations regarding use of parks, recreation facilities and trails.

- A. Hours. The following rules and regulations shall apply to all parks, recreation facilities and trails within the City of Henderson. All parks shall be open from 6:00 a.m. to 12:00 midnight daily, unless otherwise posted. Trails shall be open from 5:00 a.m. to 11:00 p.m. daily, unless otherwise posted. No person shall be in, or park a vehicle or trailer in, a park or recreation facility or trailhead or parking area for such areas between 12:00 midnight and 6:00 a.m. without the prior express written authorization of the senior director of public works, parks and recreation or his or her designated representative. No person shall be on, or park a vehicle or trailer on, a trail between 11:00 p.m. and 5:00 a.m. without the prior express written authorization of the senior director of public works, parks and recreation or his or her designated representative.

- B. Permission for certain activities. The prior express written authorization of the senior director of public works, parks and recreation or his or her designated representative is required for the following activities or placement of equipment or facilities associated therewith in a park, recreation facility or trail. These include but are not limited to: dunk tanks, hot air balloons, animal events, activities such as pony rides and petting zoos, carnivals, inflatable bounce houses, catering services, festivals, zip lines, amusement ride ticket sales or other charges, or activities which require the use of tents larger than ten feet by ten feet, trailers, sandbags, awnings, portable shelters, amplified sound or other equipment, or stages. The permittee shall be required to comply with all applicable Henderson Municipal Code sections regarding licensing and policies contained in the recreation facility reservation guidelines available from the public works, parks and recreation department.
- C. Reservations. The express written authorization of the senior director of public works parks and recreation or his or her designated representative, as required herein or otherwise, may be requested as follows:
1. A written request for such use must be submitted to the public works, parks and recreation senior director or his or her designee;
 2. The park, or portion thereof, must be properly reserved according to city policy;
 3. The reservation fee, if any, must be paid;
 4. A license and/or permit (if applicable) must be properly applied for and issued;
 5. Insurance if applicable;
 6. All requests must comply with the established recreation facility reservation guidelines adopted at the time the permit is issued; and,
 7. Issuance of written authorization shall be at the sole discretion of the senior director of public works, parks and recreation or his or her designated representative. In exercising this discretion, the factors listed in HMC 2.27.030(G)(1)(a)—(c) shall be considered along with other factors reasonably deemed appropriate to assure preservation of the park and park facilities and the public's peace and enjoyment thereof.
- D. Motor vehicles, motorized skateboards. Motor vehicles shall be parked or operated only in designated areas. No maintenance of a private motor vehicle is allowed in the park or parking lot. Only authorized motorized vehicles and devices used by individuals with mobility disabilities are allowed at any time on park trails, pathways, or non-designated areas. No motor vehicles shall exceed a speed of 15 mph in any park, unless otherwise posted. The use of power-driven mobility devices may not interfere with safe operation of services, programs, or activities or create a substantial risk of serious harm to the immediate environment or natural or cultural resources.
- E. Golfing. No golfing shall be allowed in a park, recreation facility or trail unless otherwise posted.
- F. Containers. No glass or breakable containers of any kind shall be permitted in a park, or recreation facility or trail at any time.
- G. Food, beverages, alcohol.
1. A person shall not sell, offer to sell, or solicit donations for any food, beverage, or alcoholic beverage nor shall any person consume, serve, or otherwise dispense any alcoholic beverage in any park, recreation facility or trail, including the parking lot, without obtaining a food, beverages, or alcohol permit from the senior director of public works, parks and recreation or his or her designee. In making the determination whether to grant said permit, the senior director of public works, parks and recreation or his or her designee shall consider the following factors:
 - a. The impact on the surrounding neighborhood, other uses of the park and park facilities, and traffic, given the applicant's plans, size of the anticipated group, and the predictable conditions at the location at the time the applicant desires;
 - b. The capacity of the park and park facilities; and
 - c. The applicant's past history, if any, in complying with all park rules and regulations.

2. Reserved.
3. The applicant must provide all information deemed necessary by the senior director of public works, parks and recreation or his or her designee to evaluate the factors in subsections G.1(a)—(c).
4. A person who is granted a permit to sell, consume, serve, or otherwise dispense alcohol under this subsection shall not also be required to obtain a special events permit under HMC 4.36.270.
5. A food, beverage, or alcohol permit shall not be granted unless all of the following conditions are met:
 - a. The applicant agrees to be present at all times when any food, beverage, or alcoholic beverage is vended or given away;
 - b. The applicant agrees to be responsible for verifying the ages of all persons to whom alcoholic beverages are dispensed;
 - c. The applicant pays in advance for any additional police officers the chief of the Henderson police department or his or her designee reasonably deems appropriate considering that alcoholic beverages will be dispensed;
 - d. If a permit is obtained or is required by chapter 8.10 or 8.11 of the HMC, all requirements set forth therein are met; and
 - e. If alcoholic beverages will be dispensed or consumed, the applicant is at least 21 years of age.
6. Permission shall not be granted to consume, possess or dispense any alcoholic beverage within the safety surfacing of a children's play area, within the enclosed area of a swimming pool, the playing area of an athletic field, court, or parking lot.
7. In granting a food, beverage, or alcohol permit, the senior director of public works, parks and recreation or his or her designee may impose reasonable time, place, and manner restrictions in order to minimize the impact on the surrounding neighborhood, other uses of the park and park facilities, and traffic.
8. A mobile food vendor who obtains a food or beverage permit may only sell food or beverages (but not alcoholic beverages) in a park parking lot subject to the time and distance restrictions applicable to schools set forth in HMC 4.72.090(E), and may only use amplified sound equipment to draw attention to himself if specifically permitted by the senior director of public works, parks and recreation department or his or her designee, who shall, in considering whether to grant such permission, consider the factors specified in HMC 2.27.030(G)(1).
- H. Bathing, laundering. The laundering of personal items such as clothing is prohibited in any portion of a park, recreation facility or trail, including the parking lots, locker rooms, showers, and restroom facilities. Bathing is prohibited in a park or recreation facility unless in an area specifically designated for that purpose such as locker rooms.
- I. General safety. No person shall commit any act in a park, recreation facility or on a trail that would endanger the health, safety or welfare of any person.
- J. Climbing, swinging. Climbing on or swinging from branches of trees or landscaping is prohibited.
- K. Pets. Where allowed, all pets in a park, recreation facility or on a trail shall be restrained and controlled by a leash no longer than six feet, unless in a designated dog park. Pet waste must be cleaned up by the pet owner or person in control of the pet and disposed of properly (HMC 7.08.010; HMC 7.08.020).
- L. Vandalism. No person other than a duly authorized city employee in the performance of his or her duty shall cut, deface, injure or burn any structure or feature (including landscape feature) of a park recreation facility or trail, or remove any equipment from a park, recreation facility, or trail.

- M. Weapons. No, archery, paint ball weapons, air guns, BB guns, or like devices shall be allowed in a park or recreation facility or on a trail, unless in a specifically designated area, as part of a city-sponsored program or allowed through a park reservation pursuant to HMC 2.27.030(C).
- N. Rights of permittees and attendees. Where a park, recreation facility, trail or an area within a park, recreation facility or trail has been properly reserved for a particular use, and the permittee has not opened the use to members of the general public, no uninvited person shall remain at the reserved area after being directed by the permittee or his or her agent to leave. Regardless of whether the permittee has opened the use to the general public, no person shall substantially prevent any other person from viewing, hearing, or otherwise participating in the message the permittee wishes to convey, nor shall any person himself participate in the use and convey a message opposed to that of the permittee without the permittee's permission.
- O. Garbage. No person shall release, discharge, drop or spread upon or in any park, recreation facility or trail any litter, trash, rubbish, waste, garbage, refuse, chemicals, or ashes, other than by placing the same in trash containers or receptacles provided by the public works, parks and recreation department.
- P. Horses. Horses are only permitted in or on designated trails, parks or park pathways.
- Q. Fires, cooking. No private or personal cooking apparatus may be used without prior written approval from the senior director of public works, parks and recreation or his or her designee. Fires for cooking only are restricted to permanent grills provided by the public works, parks and recreation department. All other fires are prohibited unless in a designated area and approved as part of a recreation facility reservation permit or agreement.
- R. Fireworks. Fireworks and other explosives are prohibited except as a part of an approved and permitted fireworks display.
- S. Dumpsters. Use of city dumpsters for disposing of residential or commercial refuse is prohibited.
- T. Skateboarding. Skateboarding or in-line skating is permitted on sidewalks, designated skate parks, and trails only. Skateboarding or in-line skating is prohibited on handrails, sports courts, benches, tables, bleachers, or other park equipment. Speeds must be reasonable and prudent under the circumstances so as to avoid creating an unreasonable risk of harm both to the person skating and others.
- U. Smoking. Smoking is prohibited in any recreation facility or within 100 feet of any organized outdoor recreation program, including sporting fields, the entrances to all recreation facilities, and all sport and play areas.
- V. Sale of merchandise.
 - 1. Except as provided in subsections (V)(2) and (V)(3) below, no person shall sell, offer to sell, or solicit donations for, any service or merchandise in a park, recreation facility or trail.
 - 2. The prohibition in subsection (V)(1) above does not apply when the predominant purpose of the sale is to engage in expressive speech protected by the First Amendment, as opposed to a merely commercial transaction. Factors to be considered in determining the predominant purpose of the sale include the merchandise's medium, the activities in which the vendor is simultaneously engaged, the vendor's motive, and the extent of expressive elements contained in the merchandise. By way of illustration, the prohibition does not apply to the following:
 - a. A person vending merchandise that is inherently communicative; that is, the merchandise itself, given the nature of the medium, serves a predominantly expressive purpose. Examples of inherently communicative items include, but are not limited to, newspapers, books, leaflets, pamphlets, cassette tapes, compact discs, digital video discs; and visual arts such as paintings, drawings, photographs, sculptures, or other visual art created by the vendor.
 - b. A person, in conjunction with activities intended to disseminate his message, vending merchandise that, though not inherently communicative, nonetheless is inextricably

intertwined with the vendor's political, religious, philosophical, or ideological message. Merchandise becomes inextricably intertwined when:

- (i) The merchandise constitutes or explicitly bears such a message and that message is related to the one the vendor wishes to convey. Examples of such merchandise include, but are not limited to, message bearing (whether written or symbolic) t-shirts, bumper stickers, buttons, or stuffed animals sold in conjunction with activities such as, but not limited to, distributing literature and soliciting signatures on petitions. An item does not become inextricably intertwined simply because it is vended simultaneously with the vendor's verbal or written message if the predominant purpose of the sale is commercial as opposed to the communication of a message. As an example, a vendor of automobile parts is not entitled to sell, offer to sell, or solicit donations for a tire in a park, recreation facility or trail simply because a message is attached (e.g., "great tires are important to our society").
- (ii) The merchandise, though not inherently communicative nor bearing an explicit message, nonetheless is transformed from its non-expressive, utilitarian purpose (a hat, for example, serves the utilitarian purpose of shielding a person's head and face from the sun, not the primary purpose of expressing a particular message) into merchandise the sale of which is predominantly expressive. As an example, a person paints a hat with images or text with extensive expressive elements reflecting and intended to convey the artist's self-expression and charges a substantial premium for the decorated hat over what the hat would otherwise cost without the extensive expressive elements.

3. The prohibition in subsection (V)(1) above also does not apply to:

- a. A person having all applicable city, county, state or federal licenses and the right to vend pursuant to a contract entered into between the city and the vendor, subject to the terms of said contract.
- b. A person having all applicable city, county, state or federal licenses and the right to vend pursuant to the terms of a permit issued pursuant to chapter 8.10 or 8.11 of the HMC, subject to the terms of said permit.

4. Any person exempted pursuant to subsection (V)(2) shall conform to the following time, place, and manner restrictions:

- a. A person may designate and use any area of not more than ten feet by ten feet within a park, provided it is not within 25 feet of a reserved area, children's playground or play area, or the playing area of an athletic field or court, and does not unreasonably interfere with others' recreational activities or free passage. A group larger than ten people needing an area larger than ten feet by ten feet or more than one site must obtain approval from the senior director of public works, parks and recreation or his or her designee, who shall designate such larger area or additional site(s) to the extent necessary given the size of the group but not to the extent that it would unreasonably interfere with other recreational uses of the park, recreation facility or trail. Sites may be reserved in advance on a first come, first serve basis.
- b. No person or group may use an area designated pursuant to subsection 4(a) above:
 - (i) For more than two consecutive days, if the site is on turf; and
 - (ii) For more than four consecutive days, if the site is not on turf.
- c. Chairs, tables and the like are permitted, provided they are weighted (e.g. sandbags) or otherwise secured so that they cannot be blown away by the wind. However, no canopy, tent, or other structure may be erected, nor may any item be secured into the ground by stakes, rods, or other similar item, or attached to any fence, post, tree or other fixture or landscaping.

W. Conducting business. Except as otherwise provided in this chapter, it is unlawful for a person to use a park, recreation facility or trail to provide private lessons or classes for commercial gain or to otherwise use a park, or recreation facility or trail as a place for conducting business unless that person has a contract with or concession from the City of Henderson, or permit pursuant to chapter 8.10 or 8.11 allowing such enterprise incidental to the permitted activity or activities, or obtained the appropriate permit from the public works, parks and recreation senior director, or his or her designee, to use the park, recreation facility or trail for commercial purposes.

2.27.040 - Suspension from parks.

1. In addition to the laws and remedies provided for violation of the Henderson Municipal Code or any of the laws of the State of Nevada, the senior director of public works, parks and recreation, his or her designee, a police or security officer may suspend access to any person who, while present in a park, a recreation facility, or trail:
 - a. Violates any ordinance, statute, patron code of conduct, player or spectator code of conduct any posted rules or regulations, or department policy after being put on notice of same, or
 - b. Poses an immediate threat of harm to or sexually harasses any other person peaceably and lawfully using a park, or recreation facility or trail for its intended purpose or any city employee acting in the course and scope of his duties in the public works, parks and recreation department.
2. Any suspension may, at the discretion of the senior director of public works, parks and recreation or his or her designee, or the police officer if the senior director of public works, parks and recreation or his or her designee is not available, apply to a specific park recreation facility or trail or to some or all parks and recreation facilities or trails, depending on the nature and severity of the violation.
3. Any suspension issued under this section may vary according to the established codes of conduct, but shall be no more than one year. Any suspensions lasting longer than one year shall be considered a trespass and will comply with NRS 207.200
4. Reserved.
5. No person shall enter or remain in any park, a recreation facility or on a trail at any time during a period of suspension issued under this section excluding that person from that park, recreation facility or trail. Any person violating an order of suspension may, in addition to any criminal penalty, be excluded for an additional period as determined by the municipal court.

2.27.050 - Establishment and modification of rules and regulations.

The senior director of public works, parks and recreation or his or her designated representative shall have the authority to establish procedures and regulations for the safe and effective operation of specific parks and recreation facilities. Signs containing these rules, regulations or modifications thereof, shall be in all parks, recreation facilities and at trailheads and access points to trails to which they are applicable.

2.27.060 - Penalty for violation.

A violation of any provision of this chapter shall be a misdemeanor.

Subject: Outdoor Athletic Field Advertising

Purpose

The City of Henderson Parks and Recreation Department has established a policy to implement standard procedures concerning advertising and signage on City of Henderson Parks and Recreation Department outdoor athletic fields (softball/baseball/multipurpose).

Policy

It is the policy of the Department to allow advertising on park facilities for the Department and third party users. The Parks and Recreation Director or his/her designee is authorized to regulate and impose fees for advertising signs at outdoor athletic fields.

Policy Mandates

Organizations interested in field advertising shall enter into a contractual agreement with the City of Henderson Parks and Recreation Department (hereafter referred to as the "City") agreeing to the following guidelines:

1. Signage must be made of weather resistant material (such as recycled plastic or vinyl in a minimum of 15 oz. weight) recognizing the City's environmental conditions. Vinyl signs must have metal reinforced grommets allowing them to be attached to chain link fencing. Signage will be mounted by securing with "hog rings" or bolts and flat washers which should not protrude or otherwise create a physical safety hazard.
2. Signage will be printed on one side only, 4' high by 6' wide.
3. The City shall have final approval of all advertising materials and reserves the right to accept or reject any advertising. The application process will be as follows:
 - a. A completed *Advertising Application* will be submitted to the City's Sports office 60 days prior to the period during which the Organization wishes to advertise. Applicant will be notified of application status via email within 14 calendar days of receipt of application in the office.
 - b. Once the application has been approved, the Organization will have 30 calendar days to submit a design proof via email to the Recreation Supervisor. Proofs must include specifics as to material, color, and graphics (presented in .JPEG or .PDF format). Applicant will be notified of approval or of any necessary changes via email within 14 calendar days of receipt of proof by the supervisor.
 - c. Once design proof has been approved, Organization will have 14 calendar days to return signed *Advertising Contract* and make full payment.

Third Party Organizations

In some situations a third party organization (i.e., Little League) may wish to offer sponsorships in the form of field advertisement to community businesses. In this situation the third party and its designated “sponsors” would be contractually obligated to abide by all rules and regulations set forth in the Parks and Recreation Department’s Outdoor Athletic Field Advertising policy. Third party organization “sponsor” signage may only be posted during the third party organization’s events. It will be the sole responsibility of the third party organization to properly post and remove signs before and after the event. Signage will be mounted using a temporary method (i.e., cable ties on a PVC/nylon/vinyl banner).

Funds generated by these “sponsorships” are to be used to provide opportunities or “scholarships” to participants who may not otherwise be able to participate with that organization. The City reserves the right to review other specific fund allocations to be made with “sponsorship” monies. The third party organization agrees to be held responsible for any “sponsorships” attained, abide by all sign codes and obtain any necessary permits.

A 15% administration fee based upon the gross proceeds of each sign will be paid to the City on all third party “sponsorships” from non-profit organizations. A 25% administration fee will be paid to the City on all third party “sponsorships” from for profit organizations. The City reserves the right to deny or cancel a contract (with a written 30 day notice) at any time with the third party organization if it determines the obligations set forth in the third party contract are not being met.

All advertising must adhere to the provisions of Henderson Municipal Code (HMC) 19.8.5 “Exempt Signs”.

Document Reference

City of Henderson Outdoor Athletic Field Advertising Application
Henderson Municipal Code (HMC) 19.8.5 “Exempt Signs”

EXHIBIT "E"
Field Rental Rates

***Field Rental:**

Field (Charitable, Long Term Leagues)	\$5.00 per field, per hour
Field (Charitable).....	\$9.00 per field, per hour
Field (Commercial).....	\$15.00 per field, per hour

***Shoulder Season Field Rentals:**

(Mid-June through Labor Day, and December through Presidents Day)

Field (Charitable, Long Term Leagues)	\$30.00 per field, per hour
Field (Charitable).....	\$30.00 per field, per hour
Field (Commercial).....	\$45.00 per field, per hour

*Games will be billed 1 hour before the scheduled start time for set-up and warm-up and 30 minutes past the schedule end time for closing and clean-up. Practices will not include set-up or closing costs.

Lights:

Lights (Charitable, Long Term Leagues)	\$8.00 per field, per hour
Lights (Charitable).....	\$8.00 per field, per hour
Lights (Commercial).....	\$14.00 per field, per hour

Field Prep:

Field Prep (Charitable, Long Term Leagues)	\$15.00 per occurrence
Field Prep (Charitable)	\$25.00 per occurrence
Field Prep (Commercial)	\$37.50 per occurrence

Set-up costs

Fencing (Charitable)	\$100.00 each
Fencing (Commercial)	\$150.00 each
Portable Mounds (Charitable).....	\$50.00 each
Portable Mounds (Commercial)	\$75.00 each
Extra trash cans (Charitable)	\$10.00 each
Extra trash cans (Commercial)	\$15.00 each
Chairs (Charitable)	\$1.00 each
Chairs (Commercial)	\$1.50 each
Tables (Charitable)	\$3.00 each
Tables (Commercial)	\$4.50 each
Tent (10' X 10') (Charitable)	\$75.00 each
Tent (10' X 10') (Commercial)	\$112.50 each
Scoreboard (not staffed) (Charitable)	\$50.00 each
Scoreboard (not staffed) (Commercial)	\$75.00 each
Staff Monitor	\$25.00 per hour/per staff
Excessive trash/clean-up.....	\$60.00 per hour/per staff
Field Painting (Charitable)	\$200.00 per occurrence
Field Painting (Commercial)	\$300.00 per occurrence