



Worthington Parks & Recreation Athletic Field Scheduling Policy

PURPOSE

The Worthington Parks and Recreation Department is committed to meeting the recreation and leisure needs of the community. This policy has been established to structure, monitor and prioritize facility and athletic field usage in a fair and non-discriminative manner.

The Worthington Parks and Recreation Department will schedule usage of all athletic facilities for its own programs, Worthington School District use, and other non-profit and private groups and organizations. Due to the demand for use, the following policies and procedures have been developed to facilitate the scheduling of athletic facilities for all organizations.

SCHEDULING PRIORITIES

Approval of request for use will be evaluated based on the organization classification in the following order:

Priority A: All Worthington Parks and Recreation programs (games, matches, camps, tournaments and instructional programs) for youth and adult participants will be scheduled first before any other individuals/groups are scheduled.

Priority B: Worthington City Schools and Worthington Youth Boosters

Priority C: Residents and businesses located in the Worthington city limits requesting private use.

Priority D: Other organizations, groups or individuals that do not qualify for priority A-C

Verification of residency must be submitted with each field rental request to qualify.

POLICY

- A. Parks and Recreation Department events and programs have priority over any other.
- B. Actual games will have scheduling priority over practice sessions and scrimmages.
- C. The Parks and Recreation Department will make its best effort to get approved organizations scheduled into a slot that will work for them.
- D. Events that are not scheduled in advance with the Parks and Recreation Department are subject to cancellation by the Department.
- E. The Department will provide all preparation and maintenance as are typical for the use of the field unless otherwise agreed upon. Additional work may require additional payment by the user.

PROCEDURE

- A. By February 1, the organization must provide the Department with their request for field usage. Field requests will be accepted only in writing on the Field Rental Request Form to be provided by the Parks and Recreation Department.
The request will include the following:
 - i. Name of the Organization/team
 - ii. Main contact person with home address, phone number and email address
 - iii. Field (s) requested
 - iv. Days and times requested
- B. The Department will process the request and will do its best to fulfill all requests.

ATHLETIC FIELD USAGE

The Athletic Field Policy has been established to: rest fields; maximize usage; protect the citizens of Worthington's assets; to provide long term efficient and effective field maintenance.

Availability:

The City of Worthington owns and operates the athletic fields listed below. Note that each field may have a different reservation and fee requirement.

Available seven (7) days a week depending on program schedule April through October. The Parks and Recreation Department reserves the rights to close fields for maintenance and repair.

Huntley Bowl	Perry Park
Indianola Park (WYB practices only)	Olentangy River Parklands
Linworth Park	Snouffer Park
McCord Park	Wilson Hill Park

FEES

- A. WYB games are \$7 per 2 hour time slot.
- B. Full payment is due when reserving fields.
- C. Fields - 90 minutes...Residents: \$24; NR: \$39
- D. Fields - Full Day...Residents: \$100; NR: \$125
- E. Fields - Game Ready...Residents and NR: \$30 additional
- F. Tennis Courts...Residents: \$5 per hour; NR: \$20 per hour

WEATHER/CANCELLATIONS

The primary responsibility to determine athletic field closure decision shall rest with the City's Parks and Recreation Department. Once a decision is made, the Community Center will update their Sports Line (**614-786-7366**). The City will inspect the athletic fields by 3:30 PM and will make a decision based upon field conditions or the incoming weather. Any decisions after 3:30 PM will be umpire's discretion. Events cancelled by WPRD due to inclement weather may be rescheduled at no additional fee and subject to availability. Fees will not be refunded if event is cancelled less than 1 week prior to scheduled reservation. Fees will not be refunded if event is cancelled due to inclement weather and cannot be rescheduled.

RULES

Worthington Parks and Recreation Department reserves the right to deny use of city parks and facilities to groups who fail to comply with the rules and regulations set forth below. It is understood that the group/organization using the above park/facility will comply with the laws of the State of Ohio and City of Worthington, and all rules and regulations set forth by Worthington Parks and Recreation Department.

The following rules and regulations are adopted by Council to be enforced by the Director of Parks and Recreation for use by individuals and by groups of the parks owned entirely by the City. Our parks are for the use and enjoyment of all. Please respect our policies and each other to allow for a safe and pleasurable experience.

1. No person shall cut, injure, deface, remove or disturb any tree, shrub, building, fence, bench or other structure, apparatus or property; or pick, cut or remove any shrub, bush or flower; or mark or write upon any building, fence, bench or other structure.
2. No person in a park shall start or maintain a fire except in a place or at a site designated for this purpose or with the approval in the form of a special permit.
3. No abusive, profane or indecent language, or any conduct that may threaten others or unduly disturb the peace shall be allowed.
4. No person shall discharge any firearms, fireworks, air rifles, sling shots, archery or other explosive devices. Nor shall any person throw stones or other missiles within park areas.
5. Except by special permit, no person shall remain, stay or loiter in a park after dark unless otherwise posted. Such permit may allow authorized people to use the facilities in accordance with the specifications of the permit issued.
6. No person shall sell, offer or solicit for sale any goods, merchandise, or services without first obtaining a special permit.
7. No person shall use, consume, carry or bring any alcoholic beverage in or upon any park.
8. No person in a park shall operate or play a radio, television, musical instrument, amplifying of sound equipment, mobile device, or operate a radio-controlled device so as to disturb the peace in a park.
9. No person without first obtaining written authorization shall post, paste or affix any placard, notice or sign within any park.
10. No commercial services, entertainment or exhibition shall be offered or given in any park unless a special permit is first obtained.
11. No person in a park shall engage in, promote, solicit, or procure participants for any game which is played for money or other thing of value, or engage in any form of gambling.
12. No motorized vehicles of any kind (including minibikes and go-carts), other than City vehicles and except a person acting in compliance with the Americans with Disabilities Act, shall be allowed to operate in any City park other than in areas designated for parking.
13. Multi-purpose fields may be reserved for use by obtaining a permit from the Parks and Recreation Department. Proof of reservation may be required at the site at any time during the reserved time.
14. No person shall act in such a manner so as to create a substantial risk of physical harm to any person or property.