Youth Sports Field Allocation Policy

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CITY OF SCOTTSDALE

Timeline Review

- **September 2024 | Parks & Recreation Commission Meeting**
  - Revisit allocation priority | Revisit field allocation formula process | Non-primary season | Fee structure
- **October 2024-January 2025**
  - Legal review | Temporary Revocable License Agreement | Individual partner youth organization meetings
- **February 2025 | Parks & Recreation Commission Work Study**
  - Comparison of current policy, proposed changes, and anticipated outcomes
  - Review of timeline



Next Steps

- **April 2025 | Parks and Recreation Commission**

  Seeking approval of the Youth Sports Field Allocation Policy

  - Section 1. Definitions | Page 1 | Added Non-Primary Season Partner Rate
  - Section 4. Allocation Priority | Page 3 | Adjusted Priority Levels
  - Section 6. Field Allocation Criteria and Process | Page 5 | Adjusted allocation formula for diamond sport organizations
  - Exhibit A. Partner Qualifying Documentation | Page 10| Added school identification verification
  - Exhibit B. Field Reservation Rental Guidelines | Page 12 | Updated language regrading concession use by partner youth organizations
  - Exhibit B. Field Reservation Rental Guidelines | Page 12 | Update language regarding temporary storage

Next Steps

- **April 2025 | Partner Youth Organization Meetings**
  - Review approved Youth Sports Field Allocation Policy.

- **Spring 2027 | Youth Sports Field Allocation Policy**
  - Full implementation of policy
    - Partner documentation and application due May 1st, 2026, for calendar year 2027.
    - Partner youth organizations have one year to review and prepare for policy implementation.

CITY OF SCOTTSDALE
PARKS AND RECREATION DEPARTMENT
YOUTH SPORTS FIELD ALLOCATION POLICY

	Approvals:	**Date Approved:**
	_____ Parks & Recreation Commission	4/16/2025
	_____ Nick Molinari, Senior Director	4/16/2025
	_____ Chris Walsh, Deputy Parks and Recreation Director	4/16/2025

Section 1. Definitions

Unless otherwise required by the context, the terms below shall have the following meanings when used in this City of Scottsdale ("City") Parks and Recreation Department ("Department") Youth Sports Field Allocation Policy ("Policy"):

- *City Recreational Fields or Fields* means fields, including but not limited to City athletic fields that are owned by the City or the City has the authority to control and/or schedule the use of, including those that are owned by a school district when the use of the fields is the subject of an intergovernmental agreement, but excluding fields at City premium sports fields. Premium sports fields include Scottsdale Stadium, Indian School Park Baseball Complex, Scottsdale Sports Complex, Bell94 Sports Complex, WestWorld sports fields, and Reata Sports Complex.

- *In Good Standing* means that the organization currently adheres to and meets all requirements of their governing youth sport organization, this Policy, and City of Scottsdale Field Reservation Rental Guidelines.

- *Non-profit* means that the organization has received a determination from the United States Internal Revenue Service that it is exempt from federal taxes, pursuant to section 501(c) of the Internal Revenue Code, and is registered in good standing with the Arizona Corporation Commission as a non-profit organization.

- *Non-Resident* means Youth who do not live within the boundaries of the City of Scottsdale or do not attend a Scottsdale Unified School District or Paradise Valley Unified School District school that is subject to an intergovernmental agreement with the City for the City to schedule use of that district's fields.

- *Non-Primary Season* means the Season outside of the Partner Youth Organization Primary Season, which reservations are subject to Non-Primary Season Partner Rates.

- *Non-Primary Season Partner Rate* means the rate set forth in the City Council-approved Community Services Division Program Charges, Rental Fees, and Fines for Partner Youth Organizations to pay for Field rentals during their Non-Primary Season. As of the effective date of this Policy, the rate is 75% of the resident rate for the Field.

- *Partner Agreement* means the youth sports temporary revocable license agreement between the City and a Partner Youth Organization that a Partner Youth Organization is required to enter into before using any Fields as a Partner Youth Organization under this Policy.

- *Partner Youth Organization* means the Non-profit Youth sports organization that has met the eligibility criteria and been approved as a partner organization under this Policy.

- *Primary Season* means the one Season the requesting organization selects each year in its application that it will focus the majority of its Field requests if approved as a Partner Youth Organization.

- *Primary Season Partner Rate* means the rate set forth in the City Council-approved Community Services Division Program Charges, Rental Fees, and Fines for Partner Youth Organizations to pay for Field rentals during their Primary Season. As of the effective date of this Policy, the rate is 50% of the resident rate for the Field.

- *Resident* means Youth who live within the boundaries of the City of Scottsdale or attend a Scottsdale Unified School District or Paradise Valley Unified School District school that is subject to an intergovernmental agreement with the City for the City to schedule use of that district's fields.

- *Season* means all segments included in registration fees: try-outs, clinics/camps, practices, games, and end-of-season league tournaments. *Season* excludes any requests by individuals or teams for additional field space beyond what was included in the Partner Youth Organization's original application. Seasons consist of:
    - Fall Season – August to December
    - Winter/Spring Season – January to May

- *Youth* means individuals 18 years of age or under.

Section 2. Philosophy

The mission of the Department is to create remarkable recreation places and experiences that support a healthy, inclusive, and active community. To deliver this mission, the Department constructs and maintains high-quality fields and engages public, private, and commercial entities that use the Department's fields to provide recreational services and help to meet the community's leisure needs.

The Department's goal for this Policy is to provide recreation and competitive coaching services to Youth that maximize the use of the City Recreational Fields to primarily serve Scottsdale Residents while maintaining quality and safe Fields, including rest and recovery of the Fields as the Department deems necessary. The recreation and competitive services and coaching provided by Partner Youth Organizations help satisfy this service goal. The City's goal is to promote the best use of all City Recreational Fields. The priority of the City, however, is to provide services to Scottsdale residents.

Section 3. Purpose

The purpose of this Policy is to outline:

1. The allocation priorities of the City's Fields.
2. The procedures by which Youth sports organizations may request Field allocation from the City.
3. The allocation procedures for Fields.
4. The services that the City will provide to Partner Youth Organizations and the obligations of the Partner Youth Organizations receiving such services.

Section 4. Allocation Priority

The following priorities have been established to determine the use of City Recreational Fields. The City determines, in its sole discretion, the number of Fields and hours of use that users in each priority category will receive. Partner Youth Organizations will be given priority consideration for use of City Recreational Fields during their Primary Season and Non-Primary Season as outlined below:

PRIORITY 1: a. CITY USE
City programs, City sponsored programs, maintenance needs, and contractual obligations as well as tournaments with demonstrated beneficial City economic impact.

b. INTERGOVERNMENTAL AGREEMENTS
Any use pursuant to an authorized intergovernmental agreement between the City and other public entities regarding the operation, maintenance, and joint and reciprocal uses of facilities and fields.

PRIORITY 2: Partner Youth Organizations whose registrants are 90%-100% Scottsdale Residents, as defined in Section 1.

PRIORITY 3: Partner Youth Organizations whose registrants are 80% to 89% of Scottsdale Residents, as defined in Section 1.

PRIORITY 4: Partner Youth Organizations whose registrants are 50-79% Scottsdale Residents as defined in Section 1.

PRIORITY 5: Partner Youth Organizations Non-Primary season requests at Non-Primary Season Partner Rate.

Section 5. Application Process, Eligibility Criteria, and Qualifying Documents

To apply to become a Partner Youth Organization and receive Field allocation under this Policy, applicants must first submit an application and the Partner Qualifying Documentation to the City in accordance with the procedures of this Policy. The list of current Partner Qualifying Documentation is attached as Exhibit A to this Policy, but the required documents may be amended at any time in the

sole discretion of the City. The Partner Youth Organization application can be found by visiting www.scottsdaleaz.gov and searching "Sports Field Reservation Request Form."

Eligibility Criteria

To be eligible to become a Partner Youth Organization under this Policy, organizations must meet the following eligibility criteria, which must be able to be verified in the application process:

- Organizations must be In Good Standing as defined in this Policy and not have any outstanding violations or payments with the City.
- Organizations requesting and using any awarded Field allocation must be a Non-profit organization and remain current on their Non-profit status.
- Organizations must provide full and accurate participant information to the City.
- Organizations must provide recreation sports opportunities to Residents and a majority of their roster must consist of Residents.
- Organizations must have an established a succession plan for changing organization leadership and provide such plan to the City.
- Organizations must have a valid insurance policy meeting the requirements of City's risk management department.
- Organizations must commit to attending require annual meeting(s)

Application Process and Due Dates

- Applicants must submit a completed annual application and all Partner Qualifying Documentation by May 1 of each year to be considered for Partner Youth Organization status. Earlier submissions are welcome. If an applicant misses the May 1 due date, Partner Youth Organizations may lose priority status.
    - Each applicant must select a Primary Season in its annual application.
    - Unless otherwise approved by the City, applicants shall submit all application materials electronically to sfro@scottsdaleaz.gov.
- City staff will review the completed applications and Partner Qualifying Documentation and determine whether the applicant has met all requirements to be a Partner Youth Organization for the upcoming calendar year and, if so, will determine the organization's allocation priority in accordance with Section 4 of this Policy.
- If deemed a Partner Youth Organization, the partner must submit its requested dates, times, number of fields and location preference according to the dates listed in Table 1, to be considered for Field allocation.

Table 1. Field Request Due Dates

Document	Due Date
Winter/Spring (January – May) Season Field Request Form	August 1 prior to next Season's use
Fall (August – December) Season Field Request Form	March 1 prior to next Season's use

    - Applicants that miss the due dates will only have their requests considered if there are fields available at the time the request is received.

    - When submitting Field requests, applicants should understand that rest and recovery on Fields will happen at various times throughout the year depending on the need, to ensure proper maintenance of fields.
- City staff will provide the approved Partner Youth Organization with a Partner Agreement to review and execute. The specific fields, dates, and times of use for the Partner Youth Organization will be memorialized in a facility use permit for each Season. See Section 6 below.
- **Partner Youth Organization status expires annually; organizations must re-apply on a yearly basis.**

Section 6. Field Allocation Criteria and Process

Once an organization has applied, been approved as a Partner Youth Organization, and submitted their field requests, the City will use the following criteria to review the seasonal Field allocation requests and determine each Partner Youth Organization's Field allocation. The Partner Youth Organization must execute a Partner Agreement with the City and have a facility use permit in place before any Field use as a Partner Youth Organization.

- Each Partner Youth Organization will be considered for Priority 2--4 booking only for the Primary Season selected in the annual application. Non-Primary Season requests for Partner Youth Organizations are in Priority 5.
- Each Partner Youth Organization will be allocated in order based on the allocation priority set forth in Section 4, with the priority category evaluated first. If a tie, the Partner Youth Organization with the highest number of residents will receive priority within that priority category.
- Field allocations are based on the number of Residents the Partner Youth Organization serves. To determine maximum allocations, the City will endeavor to allocate three slots (2 hours per slot or 6 hours total) per week for each team that plays on a diamond field, assuming single use of the field. The City will endeavor to allocate three slots (2 hours per slot or 6 hours total) per week for flat field sports, assuming that four teams from the same Partner Youth Organization can use a single field. Team size is determined by an average number of players typically needed to play that sport. Average players per team per sports as follows: soccer 15 players, baseball/softball 12 players, lacrosse 15 players, flag football 10 players, rugby 15 players. Given the limited number of Fields that the City has to allocate, these considerations describe a **maximum possible allocation**; the City will then reduce each Partner Youth Organization's allocation according to the total number of Fields available to allocate, the locations requested, and number of Residents served.
    - Number of slots per location may vary based on neighborhood restrictions (i.e., limited parking, lighting etc.).
- If prior registration data is available and the Partner Youth Organization did not use their full allocation during the last Primary Season, the next Season's initial Field allocation will be reduced based on:
    - Actual Field use data from the City's reservation system reporting from the previous Primary Season, and
    - The number of Residents registered with the Partner Youth Organization in the previous Primary Season.

- When two or more Partner Youth Organizations have requested the same Field and time and are tied on priority level, the Partner Youth Organization with the highest number of Scottsdale Residents will be considered for priority.
- **Based on the number of annual applicants and this Policy, a Partner Youth Organization's allocation hours can change from year to year.**
- Partner Youth Organizations will have 10 days to review the Field allocation awarded for that Season and to notify City of their desire to have those allocations formalized into a facility use permit before the allocation is released to another user.
- A facility use permit is effective for one Season only.
- **The city reserves the right to cancel an allocation to accommodate the needs of any city-sponsored/co-sponsored tournament and/or special event.**

Section 7. Fee Structure and Payment Schedule

Fee structure and payment for Field rentals under this Policy are as follows:

- Partner Youth Organizations in Priorities 2--4 will pay for Field rentals at Primary Season Partner Rates.
- Partner Youth Organizations in Priority 5 will pay for Field rentals at Non-Primary Season Partner Rates.
- Partner Youth Organizations must pay 50% of the Field rental permit fees at least 20 days prior to their first scheduled reservation for the Season. The remaining fees are due 30 days after the first scheduled reservation. New permits will not be issued if any balances are due.

Section 8. City Services

The City will provide the following services ("City Services") to Partner Youth Organizations:

- Basic field maintenance of all City park fields (mowing, watering, infield dragging, fence repair, etc.). Maintenance will vary from site to site.
- Limited seasonal maintenance of selected Scottsdale Unified School District and Paradise Valley Unified School District fields, based on intergovernmental agreements with the Scottsdale Unified School District and Paradise Valley Unified School District.
- Coordination of special maintenance and other Field use needs.
- System maintenance and lamp replacement on Fields that have City-installed lighting systems.
- Provide updated Field conditions during inclement weather via field status webpage.
- Review all annual applications and notify organizations within four weeks of the date of submittal as to the status of their application.
- Provide pertinent allocation data (number of residents per organization, allocation hours per organization, etc.) at each Youth Sports Field Allocation meeting.
- Schedule Field Lighting – Generally, lights will be scheduled based on a standard sunset schedule and will turn off at the end of the use time stated in the permit.

Section 9. Responsibilities and Additional Contributions of Partner Youth Organizations

Responsibilities and additional contributions of Partner Youth Organizations include, but are not limited to, the following[1]:

- Perform all field preparation that is not included within City Services, including but not limited to, painting, chalking lines, batters' boxes, etc.
- Supply all equipment necessary for their use of the Fields, including but not limited to, bases, moveable pitching mounds, small soccer goals, moveable protective screens, etc.
- Remove or store equipment appropriately at the end of each use. If an organization no longer has Partner Youth Organization status, it must remove all stored equipment and any other of its property from the Fields and surrounding areas. If not removed within ten City working days, the City may remove and store any such property in a public warehouse or at a place selected by the City at the expense of the organization, and may dispose of it as it sees fit, subject only to the limitations of state law.
- Abide by all City and any applicable school district rules, policies, procedures, and mandates.
- Meet all deadlines and requirements of this Policy.
- Follow and enforce City of Scottsdale Field Reservation Rental Guidelines (current version attached as Exhibit B, but may be amended at any time by the City).
- Be good stewards of the Fields and treat shared resources responsibly (e.g., by avoiding overuse to maximize Field availability throughout the year, cleaning up after selves, notifying staff timely of Field issues, and sharing Field amenities).
- Maintain control over the conduct of participants and spectators while using Fields.
- Ensure actual Field use aligns with the facility use permit.
- Not sublease Fields (including allowing others to use your Field time without pay).
- Refrain from using Fields when standing water is present, when they are muddy, and when they are closed, as designated on the City Field Status Page. Visit www.scottsdaleaz.gov search "sports field status."
- Provide a representative to attend Youth Sports Field Allocation meetings and/or individual pre-Season meeting with the City.
- Park only in designated areas and do not allow driving or parking on park or school field areas.
- Comply with all terms and conditions in the facility use permit and all requirements of the Partner Agreement, including providing any voluntary assistance requested by the city. Voluntary assistance may include providing volunteers for city events or programs, marketing assistance for city park programs, and contribution of equipment, labor, or funds supporting Facility improvements or repairs.
- Comply with all insurance and indemnification requirements deemed necessary by the City's risk management department. Insurance and indemnification requirements will be provided to an applicant upon request and memorialized in the facility use permit and Partner Agreement.
- Promptly inform the Youth Sports Field Reservation Office of organizational changes, including changes in ownership, field contact, board members, etc.
- Ensure that a member or participant of the team/organization that has reserved the Field is onsite at all times of the reserved use.
- Timely pay all amounts due in each facility use permit.

[1] Specific additional contributions for each Partner Youth Organization will be memorialized in the Partner Agreement.

- Ensure that its coaches have completed the concussion training required by the respective school district or the City, provide required certifications to the City and respective school district (if applicable) regarding such training, and maintain documentation required by the respective school district or City.

Section 10. Policy Violations

Policy violations include, but are not limited, to:

- Failure to comply with any of the responsibilities and additional contributions listed in Section 9 of this Policy
- Failure to comply with the responsibilities, terms, and conditions in the Partner Agreement
- Failure to use a reserved Field at the designated time without providing at least 24 hours' prior notice to the City Sports Field Reservation Office
- Permitting an organization other than itself to use a Field
- Playing on a closed Field

In the event of a Policy violation, the following procedures will be used:

1. Initial violation – City staff will contact the organization's main contact person, by telephone and e-mail, and notify them of the violation(s) and consequences.
2. Subsequent violation – City staff will provide the organization's main contact person with written notification and documentation of violation(s), any required corrective actions, and consequences for the violation(s) via e-mail.
3. Continuing violations – If violations continue after written notification has been provided to the organization's main contact person, staff will require the organization's main contact person and/or authorized representatives to meet and discuss violations, required corrective actions, and consequences.

City staff will track and keep a record of violations to determine if Partner Youth Organizations continue In Good Standing. However, the City reserves the right to determine the scope and severity of violations and consequences on a case-by-case basis, in its sole discretion.

Notwithstanding the foregoing, permits are revocable at any time and the City reserves the right to suspend or terminate permits immediately for health or safety or for violation of the rules, City Code, or state law.

Section 11. Disqualification

If they meet one or more of the following criteria, organizations will lose their Partner Youth Organization status, be disqualified from use of its previously-approved allocation (including cancellation of existing facility use permits), and will be ineligible to reapply for allocation of Fields until the next annual application cycle:

- They are not In Good Standing as defined in Section 1.
- They continue to violate this Policy and/or the Field Reservation Rental Guidelines after the notice process outlined in Section 10.

- They no longer meet the eligibility criteria for Partner Youth Organization status as set forth in Section 5.

Section 12. Appeal Process

Any organization that has been denied its application to become a Partner Youth Organization, that has been denied Field allocation, or that has been disqualified as set forth in Section 11 may appeal the denial or disqualification to the Deputy Parks and Recreation Director for their consideration and determination. Then, if the organization objects to the determination made by the Deputy Parks and Recreation Director, it may appeal the determination to the Senior Director overseeing Parks and Recreation. The following procedures must be followed to appeal:

1. Appeals must be in writing and state the reason(s) for the appeal. The burden of proof is on the organization requesting review.
2. An appeal to the Deputy Parks and Recreation Director must be sent via certified mail or hand delivery to the Youth Sports Field Reservation Office and must be received no later than two weeks following the date of the denial or disqualification.
3. Organizations may appeal to the Senior Director only after a timely appeal has been made to the Deputy Parks and Recreation Director and the Deputy Parks and Recreation Director has denied the appeal. The appeal to the Senior Director must be sent via certified mail or hand delivery to the Youth Sports Field Reservation Office and must be received no later than two weeks following the date of the Deputy Parks and Recreation Director's denial of the initial appeal.
4. Failure to file a timely appeal with the Youth Sports Field Reservation Office, to the Deputy Parks and Recreation Director or Senior Director as applicable, will constitute a waiver of the right to appeal.
5. The Deputy Parks and Recreation Director or the Senior Director, as applicable, will review the appeal and any supporting documentation in light of this Policy and best interests of the City and make a written determination to uphold or overturn the denial or disqualification. If deemed necessary to render a determination, the Deputy Parks and Recreation Director or the Senior Director, as applicable, may request that the appealing organization provide additional information or make a presentation. The Senior Director determination regarding the appeal is final and constitutes an exhaustion of the organization's administrative remedies.

EXHIBIT A

Partner Qualifying Documentation

Note: This version is current as of April 2025 but may be amended at any time in the sole discretion of the City. For the latest version and the current application, please visit www.scottsdaleaz.gov and search "Sports Field Reservation Request Form."

☐ 1. **Board of Directors & Succession Planning**: List organization officers with title, phone number, and e-mail address. Also detail the succession plan for changing organization leadership.

☐ 2. **Participant Safety**: Attach organization's policy on, or describe organization's process for, completing background checks and the training procedures in place for all staff and volunteers (paid or non-paid) associated with the organization's operation. Include copies of coaches' concussion protocol training certificates.

☐ 3. **Cost per Participant per Season** (By Age Group/Division)

4. Organization Documentation:

☐ 4a. Provide **incorporation documentation, bylaws, and charter** with national and/or local youth sports organization

☐ 4b. Provide current 501(c) non-profit status (**IRS determination letter**) and proof of **good standing with Arizona Corporation Commission**

☐ 5. **Certificate of Insurance** referencing the group's name and the City of Scottsdale Youth Sports Temporary Revocable License Agreement and including Commercial General Liability insurance in the amount of $1 million per occurrence, $2 million Products and Completed Operations Annual Aggregate, and $2 million General Aggregate Limit, naming the City of Scottsdale, Scottsdale Unified School District, and Paradise Valley Unified School District as additional insureds, and if the organization has employees, Workers' Compensation insurance and Employers' Liability insurance of at least $100,000 per accident, $100,000 disease for each employee, and $500,000 disease policy limit. Policies must also waive rights of recovery (subrogation) against the City of Scottsdale and meet all other requirements. (Please contact City staff for detailed insurance requirements.)

☐ 6. **Participant Information**: Excel spreadsheet sorted by Resident/Non-Resident with the following information: first name and first initial of last name, residential address with zip code, age, and school (if relying on school attendance for residency status). Indicate the total number of Residents and Non-Residents. If a registration software is used to collect registration information, then a report from the software should be included to verify accuracy of excel spreadsheet. If relying on school attendance for residency status, include a copy of school identification (ID badge or report card, etc.) to verify school.

☐ 7. **Document Verification** form

EXHIBIT B

Field Reservation Rental Guidelines

Note: This version is current as of April 2025 but may be amended at any time in the sole discretion of the City. For the latest version, please visit www.scottsdaleaz.gov and search "Sports Field Reservation Request Form."

• Youth Sports Field Allocation Partner ("Partner") agrees to follow and enforce City of Scottsdale Code, Park Rules and Regulations, these Field Reservation Rental Guidelines, and all other applicable laws. Failure to comply with all rules and regulations may forfeit the right to use City facilities and may jeopardize eligibility for Partner field allocation in the future. Permits are revocable at any time and may be terminated immediately for violation of rules, City Code, or state law.
• Partners will identify a contact person who will be onsite during the duration of the reservation.
• Partner will leave the field clean and in good condition. If it is necessary for the City to provide cleaning following the reserved activity, the Partner will be charged an additional fee.
• Partner is responsible for excessive facility and equipment damages from Partner or any member of its group, including replacement and installation costs, as determined in the City's sole discretion.
• Partner is responsible for securing and locking the facility at the end of each use date. Multiple failures to do so may result in the cancellation of Partner's seasonal use permit.
• Partner agrees to follow all security procedures required by City of Scottsdale and/or applicable school district.
• No sports apparatus or equipment may be located on the sports fields unless the equipment is in use or the location and duration of equipment has been previously approved by the City and is reflected in the facility use permit. The City is not responsible for damaged, lost, or stolen equipment.
• Temporary items such as fencing and storage units must be approved in advance by the City (including location, appearance, color, etc.). Items are permitted for seasonal use only and must be removed 2 weeks after the conclusion of the permit if the partner youth organization will no longer receive field allocations at that location. Requests will be submitted and approved by City Sports Field Reservation Office in writing and reflected on the Temporary Revocable License Agreement. If Partner does not remove within 2 weeks following conclusion of season, property is subject to removal and disposal as set forth under state law (e.g., for found property, disposal after 30 days and reasonable efforts to locate and notify the owner).
• No water amenities or water-based games are permitted on or near the sports fields.
• Open fires including charcoal barbecues are prohibited on fields.
• Field improvements (windscreens, scoreboards, batting cages, etc.) require prior written approval or agreement with the City.
• Lights are programmed based on reservation dates and times. In general, lights are programmed to turn on by sunset and turn off at the end of the reservation time. In the event of lighting emergencies, City staff may be contacted at the individual sites where fields are located, or in emergency, contact: (602) 228-8339.
• Onsite sale of food and merchandise must be approved by the City Sports Field Reservation Office at least one week prior to the use, is only allowed during reservation times, requires a sales tax license, requires compliance with mobile food truck ordinance (if applicable), and requires the vendor to provide the City with a certificate of insurance naming the City and school district, if applicable, as additional insured.
• Operation of concession stands must receive prior written approval by City and is for seasonal use only. Approval will be reflected in the Temporary Revocable License Agreement. Partner must adhere

to Maricopa County Health Code Guidelines. Concession stand must be left clean and in good working order. The City is not responsible for damaged, lost, or stolen equipment or supplies.

- The utilization of any stakes longer than 6 inches penetrating the ground are prohibited in City parks and facilities unless allowed on a facility use permit. It is preferred that canopies, tents, inflatables, etc. are secured by sandbags, concrete blocks, or water barrels when possible.
- No amplified sound is allowed without prior approval, which must be requested in conjunction with a permit. When approved, it will be noted on the permit and can be only approved from 9:00am to 8:00pm.
- Partners will limit the number of players that utilize each field listed in their Facility Use Permit. The maximum number of players that will be allowed per field are as follows:
    - o 60 players per full size soccer field
    - o 30 players per half or small sized soccer field
    - o 45 players per diamond field
- City personnel can close fields due to weather, maintenance, or if playability becomes compromised or dangerous. Visit www.scottsdaleaz.gov and search “sports field status” for field condition updates.