

Minutes of the Fairhope Recreation Board

The Fairhope Recreation Board met Wednesday, June 17, 2020 at 5:15 p.m. in the Rec Center at 803 North Greeno Road.

Present: Cathy Hudson, Pat White, Corey Martin, Charlie Langham, Michelle Smith, Derek Thomas, Bob Keyser, and Vann Saltz (arrived at 5:20 p.m.). Absent: Jay Robinson. Gayle Fogarty took minutes.

The meeting was called to order by Bob Keyser at 5:18 p.m. The minutes of the February 11, 2020 meeting were considered and approved on a motion by Derek Thomas, seconded by Cathy Hudson, none opposed.

New Business:

Pat White provided an update on recreation – he stated that the tennis center has new landscaping and additional parking. The starting blocks at the pool have arrived and will be installed this winter when the pool is closed for resurfacing. Pat added that improvements to the Young Street park will begin soon, youth baseball games started this week, soccer camps began this week and Storm's 1st game will be held on Saturday. He informed the board that in the Recreation budget, he requested four baseball fields/parking as part of the Volanta Phase I project, also updated restrooms at Founders Park. Pat, updated the board on the stadium project of becoming ADA compliant, and stated that two quotes came back over budget and added that now he is looking into having City staff perform some of the work, additionally there was general discussion among of the budget requests.

A motion was made by Derek Thomas to recommend to the Fairhope City Council that two items be included in the 2020-2021 budget: First priority- construction of four new baseball fields and modification of parking areas at Volanta Park; Second priority - construction of a new running track and field events site at Founders Park around the perimeter of a soccer field on the site of the current fields 1 & 2 (east side of the soccer fields). Motion was seconded by Vann Saltz and carried with none opposed.

There was general discussion among the board members regarding if additional funding would be available for the track project. (see attached) Bob Keyser inquired about the impact balance, he

Bob Keyser updated the board on the tree removal near the baseball fields. He added that the City aerated, and top dressed all the fields while they were closed, and they look great.

Bob reviewed the temporary Parks and Recreation Facility Use Agreement with the board, there was general discussion among the members.

A motion was made by Corey Martin to recommend to the Fairhope City Council approval to accept the City of Fairhope Athletic Field Rental Agreement as modified (see attached). Motion was seconded by Vann Saltz and carried with none opposed.

Michelle Smith stated that Master's Swim has started back up - following the state mandated Coronavirus guidelines.

Cathy Hudson stated that FAST is in week 3, and social distancing of the kids is working well.

Being no further business, the meeting was adjourned at 6:29 p.m.



Hellas Construction, Inc. 275 (512) 758-2100
 13715 Tenacity Boulevard 371 (512) 258-2960
 Suite 242 Austin, TX 78719 hellasconstruction.com

OWNER:
 City of Fairhope
 5 Wood Dr. Orange, AL 36572
 (251) 934-6339

PROJECT:
TRACK OVAL AND CHUTES

PROJECT LOCATION:
FAIRHOPE, ALABAMA



COMMENTS:
 Drawing more accurate than when printed on 11x17
 paper.

CREATED BY: **SDA**

All drawings and written material appearing herein
 constitute original unpublished work, and may not be
 duplicated, used or disclosed without the written
 consent of Hellas Construction, Inc.

DATE:
MAY 4, 2020

REVISION:
1.1

SHEET TITLE:
COLOR RENDERING

SHEET NUMBER:
1





CITY OF FAIRHOPE

JUNE 17, 2020



REFERENCE PROJECTS

**UMS-WRIGHT
PREPARATORY SCHOOL**

65 MOBILE STREET,
MOBILE, AL 36607

epiQTRACKS[®]
G4000 

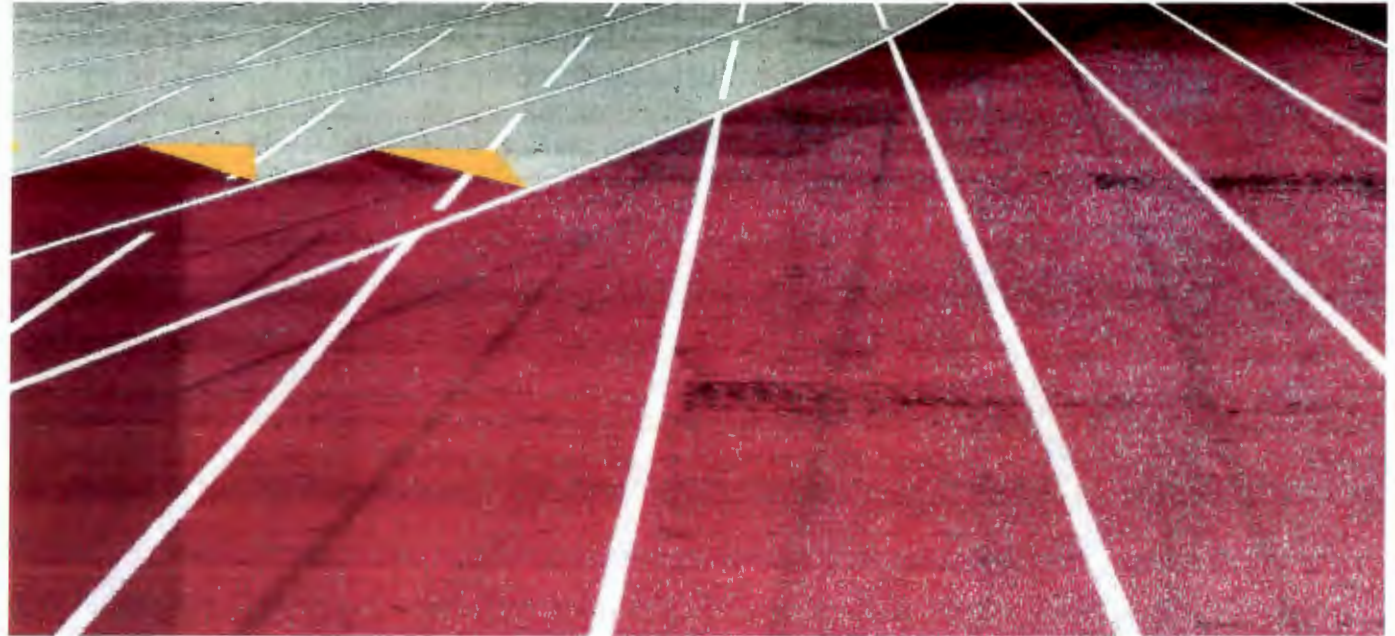


WINFIELD HIGH SCHOOL

WINFIELD CITY SCHOOLS

232 PIRATE COVE,
WINFIELD, AL 35594

epiQTRACKS[®]
V300



PASCAGOULA HIGH SCHOOL

PASCAGOULA-GAUTIER
SCHOOL DISTRICT

1716 TUCKER AVE.
PASCAGOULA, MS 39567

epiQTRACKS[®]
X1000



TRACK COLOR OPTIONS

STANDARD

PREMIUM



BLACK



SLATE GREY



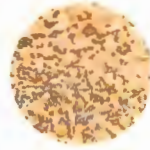
LIGHT GREY



PEARL



EGGSHELL



YELLOW



BEIGE



EARTH YELLOW



BROWN



RED*



ORANGE



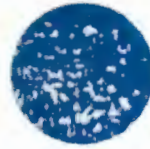
ROSE



PURPLE



BLUE GREY



CAPRI BLUE



RAINBOW BLUE

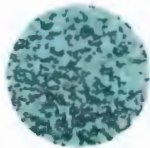


SKY BLUE



TEAL

* Red can become premium, depending on the track product (X1000, Q3000, G4000, Z5000)



TURQUOISE BLUE



RESEDA GREEN



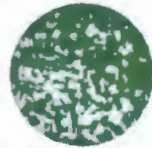
MAY GREEN



PATINA GREEN



RAINBOW GREEN



SIGNAL GREEN

epiqTRACKS

City of Fairhope, AL – Parks and Recreation Athletic Facility Rental Application: Facilities, Fees and Descriptions

Applications and fees must be submitted one week prior to rental date.

City of Fairhope, AL – Parks and Recreation Department Athletic Facility Rental Application: Rules, Procedures and Fees

Classification of Users:

Civic / Non-Profit: Defined as any group or Non-Profit Organization determined so by federal regulations. A group may request civic/non-profit status, for reservation purposes (facility rental fee only), through the Director of Parks & Recreation. A copy of the IRS Determination Letter must be submitted with the Athletic Facility Rental Application. Non-profit entities with its principal place of business located inside the City of Fairhope and 80% of the participants are residents residing in Fairhope's school feeder pattern will be charged ½ of the reservation rate plus the fees for extra staffing if required. Non-profit entities that have addresses outside the City of Fairhope or have greater than 20% of participants residing outside the Fairhope school feeder pattern will pay full fees. Private organizations will pay full fees. The City of Fairhope Parks and Recreation Department reserves the right to approve a second 50% discount (applied to the balance due, resulting in a charge of 25%) for organizations sponsoring or operating a recreation program on behalf of the City. The City of Fairhope Parks and Recreation Department may waive fees for any group affiliated with the City of Fairhope at the discretion of the Department Head. Fees will be determined for non-profit status from the address of the organization, not the person filling out the form.

Private: Defined as any individual or group not defined as Civic / Non-Profit or any group or organization that represents a business or for-profit institution.

1. The renter will be contacted regarding final decisions on field conditions. Cancellations will be made by City of Fairhope Parks and Recreation personnel.
2. Field modifications and preparations will be performed by City of Fairhope personnel.
3. A \$1 million liability policy is required for organized teams/travel teams playing games and proof presented at time of application. The City requires the Applicant to provide a Certificate of Insurance of \$1 million in liability insurance listing the City, its officials, agents and employees as additional insureds. The certificate will provide the City with thirty (30) days written notice of cancellation and a waiver of subrogation in favor of the City, its officials, agents and employees.
4. No equipment is furnished with the facility rental (i.e. coolers, tables, helmet racks.)
5. Alcoholic beverages, glass bottles, weapons, fireworks, fires and/or grills are not permitted at the facilities.
6. Practices or games may be scheduled on a monthly, seasonal or annual basis.
7. Outside vendors require prior approval. Vendor set-up areas must be pre-approved. All outside vendors must show proof of a City of Fairhope business license. Vendors are required to pay the City of Fairhope 10% of the revenues collected. Any vendor that sets-up without approval is subject to being prosecuted for trespassing.
8. Tents larger than 12x12 must be pre-approved.
9. Fees:
 - a. \$50.00 per play date, per field
 - b. \$30.00/hr./Staff Member
 - c. \$100/field initial setup and lining per season
 - d. Additional fees will be set on an as needed, case-by-case basis.
10. For a League or organization to be considered inside the City, the organizer must show proof that at least 80% of the participants are residents of the City of Fairhope living in its school feeder pattern.
11. For Leagues and Tournaments, the fee to the City of Fairhope will be \$50.00 per play date, per field. The fee must be paid at the time the reservation is made. Registration forms will not be taken without payment. (Example: If four dates are reserved, the fee for all four dates must be paid at the time of the reservation.)
12. A \$250.00 deposit is required at the time of application for tournaments. The deposit will be refunded after the event providing no damages, repair costs or clean-up are necessary.

13. For a tournament, a fee of \$20.00 per team will be due at least 7 days prior to the date of the tournament. Failure to do so will result in the tournament being cancelled.
14. For tournaments, all facilities are subject to availability, and approval by the City of Fairhope Recreation Department.
15. For tournaments, the \$100/field setup and lining fee may be charged for any additional work required to accommodate the event.
16. Applications must be completed at least 2 weeks (10 working days) in advance for a 1 day tournament, 3 weeks (15 working days) in advance for a 2 day tournament, and 1 week (5 working days) in advance for single or double header games.
17. Final approval/denial of leagues and tournaments will be determined by the P&R Director after application and fees are received.

All persons/organizations wishing to use the facility *must* fill out an Athletic Facility Rental Application for Department Head approval. Facility Applications must be submitted to the Fairhope Recreation Center at least one (1) week prior to the requested date, otherwise application will not be accepted.

All fees for rental of the athletic facility must be paid at the time this application is submitted. Payment can be made at the Fairhope Recreation Center, 8:00a.m.-5:00p.m, Monday through Friday. Payment will be refunded if the application is not approved. The athletic facility is not reserved until payment has been made and the Director of Fairhope Parks & Recreation approves the application.

The Parks & Recreation Director will notify the person making the request if the reservation and any other items requested has been granted or denied. This notification is made by telephone or e-mail. The renter will be required to pick up a copy of the Approved Athletic Facility Rental Application once the Parks & Recreation Director notifies them or it can be e-mailed to the Renter.

Refunds are given only when the activity is canceled two (2) business days or more prior to the event. The Parks and Recreation Director must be notified in order to receive a refund.

The Fairhope Parks and Recreation Department reserves the right to refuse the use of its facility to any group or individual which may be in direct conflict with the goals of the department or the City of Fairhope.

No program/event may be scheduled that interferes with a regular, planned program or activity sponsored by the Fairhope Parks and Recreation Department or Fairhope schools. Activities are expected to start and end on time. Curfew time for all Facilities will be set at the discretion of the Parks and Recreation Department.

City of Fairhope staff members are not responsible for chaperoning an event, setting up or decorating for an event (with the exception of tables and chairs provided by the facility), or event clean-up. The City of Fairhope may require a Recreation Department staff member(s) to be on duty during or after hours at facilities while the facility is reserved.

Any group using the facility must be organized with a responsible adult (19 years or older) leader. The activity may be cancelled and the participants sent home if the person responsible for the request does not arrive within the first fifteen minutes of the reservation for the facility. All fees are still applicable.

For events and parties with children in attendance, it is the renter's responsibility to provide one (1) adult chaperone per every ten (10) children, except for athletic events. The Director will determine the supervisory requirements needed for athletic events.

No City facility can be used for meetings by candidates for political office or for electoral rallies and/or meetings sponsored by a political party.

Parking is allowed only in designated parking areas.

All food, beverages, trash, etc. must be removed from the facility and the site returned to its original state at the end of the activity. Decorations must be approved in advance by the Parks & Recreation Department. The decorations must also be removed at the end of the activity. Decorations can leave no trace on the property.

The renter will be held responsible for all damages to City property. If a facility is not returned to its original state, the security deposit will be forfeited, any future use will require an additional refundable deposit at an amount to be determined by the Parks & Recreation Director or could result in denial of use of any facility by the renter.

The renter agrees that placement and use of any inflatables, tents, sound system or other outside entertainment equipment is subject to approval by Parks and Recreation at the time the reservation is approved. Parks and Recreation will not provide repair to interruptions to the Parks electrical service on the day of an event that is caused by violation of this policy. No water inflatables are allowed.

All outside vendors are required to have a valid City of Fairhope Business license. Vendors may be required to have a minimum of \$1 million in liability insurance, naming the City of Fairhope as an additional insured, and a copy of this insurance must be on file with the Parks and Recreation Office at least one (1) week prior to the event.

A completed Field Use Agreement must be completed and on file with the City of Fairhope Parks and Recreation Department prior to use.

Any violation of these rules, regulations, policies and/or procedures pertaining to the use of the facility will result in forfeiture and possible restriction from future use of any Parks and Recreation Department Facilities.

June 2020

City of Fairhope, AL – Parks and Recreation Athletic Facility Rental Application

Facility Requested: Organization / Person Completing Application: Address, City, State, and Zip: Phone: (W) (Cell) (H) Email Address: Purpose of Facility Rental (Please be Specific):

Date(s) Requested: Day(s) Requested:

Time Requested: Open: Time Close:

Expected Attendance: Admission Charged? No Yes, Amount Charged? \$

Will lights be needed? No Yes, Which Fields?

Will you need the Restrooms unlocked? No Yes

Will you require field prep? No Yes, Which Fields?

Initial Field Prep? No Yes

Re-Lining? No Yes

VENDOR/PROVIDER NAME	PHONE #	ACTIVITY	INS	BL	PS

In making this application, I or my organization understands the fees, reservation hours, rules and regulations (see attached) of the Fairhope Parks & Recreation Department and will abide by all rules and assume financial responsibility for any damages to facilities/areas/parks and equipment.

I or my organization further acknowledges that using this facility/area/park and equipment may involve risks and dangers. I or my organization will not hold any person involved with the City of Fairhope liable for any accidents or injuries that may occur while using this facility/area/park and equipment.

I or my organization understand that ALL outside, paid vendors must be approved a minimum of one (1) week prior to the reservation. Vendors may be required to have a minimum of \$1 million in liability insurance, naming the City of Fairhope as an additional insured, and a copy of this insurance must be on file with our office at least one (1) week prior to the event. I understand that upon approval, I will be given a copy of this sheet with the approval shown. This approval should be taken to the event for proof. I understand that if I do not get approval for an outside vendor, the vendor will be removed immediately, or my event will be cancelled immediately.

By making use of a City facility, organization/applicant understands that it may be subject to the Alabama Coach Safety Act, which requires, among other things, that coaches and athletic personnel complete certain injury mitigation training as approved by the State of Alabama Department of Public Health. Organization/applicant understands that it bears the responsibility to ensure that all its coaches and athletic personnel who will be using City facilities meet the requirements of the Act. As a material term for the use of City facilities, organization/applicant hereby agrees to indemnify, hold harmless and defend the City, its officials, representatives, agents, servants and employees from and against all liability and loss that the City may sustain as a result of claims, demands, costs or judgments, including the payment of all of the City's attorney fees, arising from any violation of the Coach Safety Act by organization/applicant. This indemnification shall survive the payout from any of organization/applicant's insurance carrier and shall be binding on all successors and assigns. Initial:

Signature of Renter Date Director, Fairhope Parks & Recreation

Date Received: __ By: Fees Due:

Date Paid:

Staff Required: No Yes # -

For Office Use Only

Posted on Calendar & Approved by Staff:

Date Renter Contacted: __

Date Permit Picked Up:

Notes: __

Restrooms Approved: No Yes

Field Prep Approved: No Yes

Problems Reported on Renter: No Yes

Lights Approved: No Yes

City of Fairhope, AL – Parks and Recreation

Athletic Facility Rental Application: Private Lessons Policy for Athletic Facilities

This policy is intended to refine and make clear the policy for private lessons in sports skills at City owned facilities.

For any Rental reservation charging admission, a 10% fee is due to the Fairhope Parks and Recreation Department, payable at the Recreation Center within five (5) business days of the rental.

For athletic facilities, the policy will be as follows:

Baseball, softball, football, lacrosse, basketball and soccer: A private instructor must reserve time through the League Sports Coordinator or Athletic Director responsible for the facility. The times must be approved by the City of Fairhope. 10% of the fees are due to the City of Fairhope for the use of the facility. In the event that lights are used or staffing is required, an additional fee may be charged.

Any private instructor is prohibited from teaching lessons to a minor without another adult present at the facility. Parents are encouraged to stay for their child's lesson.

The City of Fairhope reserves the right to require a background check or references for anyone desiring to teach private lessons on its properties. The City of Fairhope reserves the right to cancel any scheduled lessons at any time.

Instructor hereby agrees to indemnify, hold harmless, and defend the City, its officials, representatives, agents, servants, and employees from and against any and all claims, actions, lawsuits, damages, judgments, liability and expense, including attorney's fees and litigation expenses, in whole or in part arising out of, connected with, or in any way associated with the activities of the Instructor, its employees, or its sub-contractors in connection with the work to be performed under this contract. This obligation survives the payment of any loss by Instructor's insurance carrier.

Instructor/Applicant Date

For Private Lessons Only:

Type of Lesson:

Number of Contracted Students:

Amount Charged per Lesson: \$

Names of Contracted Students:
