



HUDSON PARKS

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Soccer Field Usage Policy and Reservation Procedure Effective January 1, 2012

The purpose of the City of Hudson Parks Department in handling Soccer Field usage at Barlow Farm Park is to maximize the amount of Hudson children who have access and the ability to use park soccer fields while taking reasonable measures to ensure the fields are not overused so as to maintain their pristine condition. In order to do so, the Park Board has established two different groups of organizations that it will work with.

Group A contains organizations that have a past working relationship with the Parks, are non-profit organizations, and primarily service Hudson residents. The organization that currently meets the criteria of this category is Hudson United Soccer. Organizations within this group will receive the first scheduling opportunities during their spring season (second weekend in April through the second weekend in June) and their fall season (second weekend in August through the final weekend in October). They will provide schedules of their play to the Park Office each year on or before January 31 prior to their seasons beginning and will have the City of Hudson named as an additional insured on their insurance certificate that must also be submitted to the office prior to the start of the season. The Park Office will determine the appropriate amount of insurance coverage in its sole discretion. This group will use fields only when listed on their schedules. They are not permitted to use them at other times, as that field time will be controlled by the Park Office. The Park Office will schedule additional play on these fields if possible as determined by field availability, field conditions, and weather. The organizations of Group A will have their field usage closely monitored. If fields are not consistently being used, the Park Office reserves the right to revoke field usage.

Group B contains any organization not previously mentioned. Organizations in this group will be eligible to schedule field time that is not previously scheduled either within or outside of the active seasons. Group B organizations will be allowed to schedule field time on a first come, first served basis. If an organization books the use of any of the Park's fields more than 3 times in a 30-day period, or schedules a tournament, that organization must also provide liability insurance that names the City of Hudson as an additional insured to the Park Office. The Park Office will determine the appropriate amount of insurance coverage in its sole discretion. The Park Office will make every attempt to accommodate organizations within Group B, but will not guarantee that these organizations will have all of the field space and time that is requested.

To reserve a soccer field, a reservation form must be completed by a Hudson resident, age 21 or older, who will be responsible for adherence to all park rules and responsible for any damage to the park caused by their organization's use. Fields will be available for reservation after February 1 of each year. Each reservation form will be good for one date and users are not permitted to reserve rain dates. Currently, the City does not charge Hudson residents for use of fields. However, it does reserve the right to do so in the future.

All organizations holding any event on the soccer fields at Barlow Farm Park will be required to maintain general liability insurance with coverage for personal injury and property damage incurred by people attending the event, damage to property or equipment used during the event, and property damage to city property caused by sponsors, vendors, volunteers or visitors to the event. **General insurance in an amount not less than one million dollars (\$1,000,000)** is required before an event will be approved at Barlow Farm Park. The insurance shall indemnify and save harmless the City from any and all judgments, costs or expenses which the City may incur or suffer by permitting the sporting event. **Each policy shall name the "City of Hudson" as an additional insured.**

All groups are reminded that the Parks Department has implemented this policy in an attempt to maximize the usage of our fields by Hudson citizens. All groups are also reminded that alcohol and the sale of food or beverages are prohibited in the Parks. The Parks Superintendent reserves the right to cancel any games, practices, or scheduled activities because of damage to the fields or to prevent damage to the fields. All scheduling will be conducted by the Parks Office and the Parks Office will have the final ruling on any issues or disputes that arise relative to the soccer fields.