



## COUNTY of FREDERICK

Parks and Recreation Department

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### AGENDA

#### FREDERICK COUNTY COMMISSION FOR PARKS AND RECREATION YOUTH SPORTS PARTERS/APPEALS COMMITTEE

November 9, 2022, 4:00 p.m.

Frederick County Parks & Recreation

Conference Room

107 North Kent Street

Winchester, VA 22601

#### Agenda:

1. Review MOU with the Youth Sports Partners for FY 24
2. Other Business



# Youth Sport Partner Agreement

Frederick County Parks and Recreation  
Blue Ridge United



## 2023 Field Allocations

In an effort to provide quality recreational athletic programs for youth, it is beneficial for Frederick County Parks and Recreation (FCPRD) to provide facility space to Blue Ridge United. This agreement outlines the expectations and outcomes required by Frederick County Parks and Recreation for such.

### Spring Field Allocations March 13 - June 16, 2023

A. FCPRD will provide Blue Ridge United the following fields including dimensions (attachment A) from March 13 through April 2, 2023:

- 1. Fields 2 & 4                      Monday - Thursday
- 2. Fields 6 & 7                      Monday-Friday
- 3. Fields 2 & 4                      Friday CLOSED for maintenance
- 4. Fields 1 & 3                      CLOSED ALL SPRING
- 5. Frederick County Public School (FCPS) fields if available and approved by FCPS Monday-Saturday. Fields that are chargeable through the FCPRD and FCPS Cooperative Use Agreement need to be reserved two weeks in advance.
- 6. Please have practice schedules to FCPRD by March 9, 2023.

B. FCPRD will provide Blue Ridge United the following fields from April 3 - June 16, 2023. Fields will be lined for games only.

- 1. Fields 2 & 4                      Monday – Thursday, Saturday & Sunday
- 2. Fields 6 & 7                      Monday-Sunday
- 3. Fields 2 & 4                      Friday CLOSED for maintenance
- 4. Fields 1 & 3                      CLOSED ALL SPRING
- 5. Field 4                              Sunday’s reserved for private rentals, available to BRYSA by request
- 6. Frederick County Public School (FCPS) fields if available and approved by FCPS Monday-Saturday. Fields that are chargeable through the FCPRD and FCPS Cooperative Use Agreement need to be reserved two weeks in advance.
- 7. Please have game schedules to FCPRD by March 23, 2023.
- 8. All unreserved fields will be released to the public for rental on March 27, 2023.
- 9. All travel game fields will be released to the general public on the Wednesday prior to weekend games.

- \*\* Travel practices Monday-Thursday on fields #1-4 will be charged \$23.20 per hour.
- \*\* Travel games on fields #1-4 will be charged \$23.20 per hour.
- \*\*Travel games on fields 6 & 7 will be charged \$15.20 per hour.
- \*\*Fields 1-4 will not be available on March 19 and March 26 (rain date) due to a lacrosse tournament.
- \*\*Fields 6 & 7 will be available after 12 p.m. on April 1<sup>st</sup> due to the Trails4Miles Race.

**Fall Field Allocations**  
**August 14-November 17, 2023**

A. FCPRD will provide Blue Ridge United the following fields including dimensions (attachment A) from August 14 – September 8, 2023.

1. Fields 2 & 4 (\*3)                      Monday – Thursday
2. Fields 1-4                                Closed Friday for maintenance
3. Fields 6 & 7                            Monday-Friday
4. Fields 1 & (\*3)                        CLOSED ALL FALL (\*Field 3 possibly open)
5. Frederick County Public School (FCPS) fields if available and approved by FCPS Monday-Saturday. Fields that are chargeable through the FCPRD and FCPS Cooperative Use Agreement need to be reserved two weeks in advance.
6. Please have all practice schedules to FCPRD by August 10, 2023.

B. FCPRD will provide Blue Ridge United the following fields from September 11 - November 18, 2023. Fields will be lined for games only.

1. Fields 2 & 4 (\*3)                      Monday- Thursday, Saturday & Sunday
2. Fields 6 & 7                            Monday-Sunday
3. Fields 1-4                                Closed Friday for maintenance
4. Field 1 & (\*3)                        CLOSED ALL FALL (\*Field 3 possibly open)
5. Field 4                                    Sunday's reserved for private rentals, available to BRYSA by request
6. JWHS Girls Soccer Fld.    Sunday's from 10am - dark
7. Frederick County Public School (FCPS) fields if available and approved by FCPS Monday-Saturday. Fields that are chargeable through the FCPRD and FCPS Cooperative Use Agreement need to be reserved two weeks in advance.
8. Please have all game schedules to FCPRD by August 31, 2023.
9. All unreserved fields will be released to the general public for rental starting on September 4, 2023.
10. All travel game fields will be released to the general public on the Wednesday prior to weekend games.

- \*Field 3 status determined by health of field come fall. BRYSA and FCPRD will meet to determine status by July 20<sup>th</sup>.

\*\* Travel practices Monday - Thursday on fields #1-4 will be charged \$24.00 per hour.

\*\* Travel games on fields #1-4 will be charged \$24.00 per hour.

\*\*Travel games on fields 6 & 7 will be charged \$16.00 per hour.

\*\*Special Olympics Soccer TBD. Sundays on either field 6 or 7 from 2:30-4:30 p.m. \*\*

**Blue Ridge United will provide to FCPRD:**

1. Please provide participant enrollment numbers at the conclusion of each season's registration. Deadline to submit enrollment numbers; Spring June 20, 2023; Fall November 20, 2023.
2. FCPRD will charge a \$7 facility fee x 65% per person per season. Payment due dates: Spring July 15, 2023; Fall December 15, 2023.
3. Payment for all travel practices and games held on Sherando Park fields will be invoiced following the conclusion of the spring/fall seasons. A discount of 20% has been applied to all field rentals.
4. A certificate of insurance and endorsement listing Frederick County and Frederick County Public Schools additionally insured demonstrating \$ 1 million for bodily injury per occurrence with a \$ 2 million annual aggregate and \$ 200,000 in property damage with a \$ 500,000 annual aggregate naming Frederick County, VA and Frederick County Public Schools additionally insured.
5. A copy of their most recently filed IRS 990 form.
6. A copy of current policies, league rules, and bylaws.
7. A list of all current board members.
8. Identify two individuals to act on the agency's behalf in communicating league issues. These individuals should be accessible during most business days.
9. Participation fee for upcoming season.
10. Provide a list of all coaches. Each coach must be eligible per the standards established Criminal Background Check policy (#500.3).
11. Train all coaches and staff in best practices for providing youth soccer.
12. Be responsible for the conduct and behavior of all spectators and participants.
13. Abide by and enforce all FCPRD rules in soccer complex.
14. Accept all facilities as is.
15. Abide by FCPRD's decision regarding field cancellations found in the Athletic Field Use Policy (#500.1). Strictly enforce lightning and thunder safety outlined in the policy for all BRYSA activities.
16. Report any injury or behavior incident resulting in a call to 911 by the next business day to FCPRD.
17. Establish safety and emergency procedures.
18. Provide safety guidelines pertaining to COVID-19.

Failure to abide by any term may result in the termination of this agreement.

\_\_\_\_\_  
Director  
Frederick County Parks and Recreation

\_\_\_\_\_  
Date

\_\_\_\_\_  
President  
Blue Ridge United

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

# ATTACHMENT A

## Sherando Soccer Field Lining Dimensions

### Spring 2021 Field Linings

- Pad #1 – 2 fields-40x60 yd. goals 6.5 x 18 x (with build out line halfway between midfield and goal box)
- Pad #2- field 60 x120 yd. goals 8x24'
- Pad#3- 60x110 yd. goals 8x24'
- Pad#4 –60x120 yd. goals 8x24'.
- Pad#6- field 50x80 yd. goals 7 x 21
- Pad#7- field 50 x 80yd. goals 7 x 21.

### Fall 2021 Field Linings

- Pad #1 – 2 fields-40x60 yd. goals 6.5 x 18 x (with build out line halfway between midfield and goal box)
- Pad #2- field 60 x120 yd. goals 8x24'
- Pad#3- 60x110 yd. goals 8x24'
- Pad#4 –60x120 yd. goals 8x24'.
- Pad#6- field 50x80 yd. goals 7 x 21
- Pad#7- field 50 x 80yd. goals 7 x 21.

## ATTACHMENT B

### James Wood Middle School Soccer Field Lining Dimensions

James Wood MS (3 U8 fields and 3 U5/U6 fields)

U5/U6- 3 fields

- a. Field size- 20x25 yd.
- b. Goal box- 9x18 ft.
- c. Center circle radius- 9 ft.
- d. Parent line- 10 yards off side line, length of field

U8- 3 fields

- e. Field size- 25x35 yd.
- f. Goal box- 12x24 ft.
- g. Center circle radius- 12 ft.
- h. Parent line- 10 yards off side line, length of field

\*\*\*\*\*Field dimensions subject to change, if mutually agreed to by both parties. \*\*\*\*\*



# Youth Sport Partner Agreement



Frederick County Parks and Recreation  
Frederick County American Little League

## 2023 Field Allocations

In an effort to provide quality recreational athletic programs for youth, it is beneficial for Frederick County Parks and Recreation (FCPRD) to provide facility space to Frederick County American Little League (FCALL) at the Stonewall Park. This agreement outlines the expectations and outcomes required by Frederick County Parks and Recreation for such. FCALL will provide a recreational youth baseball/softball program for Frederick County children living in their geographical boundaries.

### Spring Field Allocations March 13 - June 16, 2023

A. FCPRD will provide FCALL the following fields including dimensions from March 15 through March 13 through April 30, 2023:

- |                                 |   |
|---------------------------------|---|
| 1. Cole Field                   | Monday - Saturday                             |
| 2. Franklin Field               | Monday - Saturday                             |
| 3. Roper and Frey Fields        | Monday, Tuesday, Thursday, Friday, Saturday   |
| 4. T-Ball Field                 | Monday - Saturday                             |
| 5. Millbrook HS Practice Fields | Monday-Friday (6pm-dusk)                      |
| 6. Redbud & Stonewall Fields    | Monday-Friday (6pm-dark), Saturday (9am-dusk) |

B. FCPRD will provide FCALL the following field including dimensions from May 1 - June 16, 2023:

- |                                 |   |
|---------------------------------|---|
| 1. Cole Field                   | Monday - Saturday                             |
| 2. Franklin Field               | Monday - Saturday                             |
| 3. Roper and Frey Field         | Friday, Saturday                              |
| 4. T-Ball Field                 | Monday – Saturday                             |
| 5. Millbrook HS Practice Fields | Monday-Friday (6pm-dusk)                      |
| 6. Redbud & Stonewall Fields    | Monday-Friday (6pm-dark), Saturday (9am-dusk) |
7. Fields needed after June 15 for All-Star practices and games will be reserved for FCALL until July 2. FCALL must rent and pay for all fields after June 15.
  8. FCPRD will provide lined fields based on provided game schedules.
  9. Allow 3 business days prior to scheduling any make-up practices/games.
  10. Must have all practice schedules to FCPRD by March 10, 2022.
  11. Must have all game schedules to FCPRD five days in advance.
  12. After all reserved fields have been scheduled for FCALL usage, any unreserved fields will be released to the public.

**Fall Field Allocations**  
**August 14-November 17, 2023**

A. FCPRD will provide FCALL the following fields from August 14 – November 17, 2023:

1. Cole Field Monday – Saturday
2. Franklin Field Monday – Saturday
3. Roper Field Friday, Saturday
4. Frey Field Saturday (all day), Sunday (all day)
5. T-Ball Field Monday – Saturday
6. Millbrook HS Practice Fields Monday-Friday (6pm-dusk)
7. Redbud & Stonewall Fields Monday-Friday (6pm-dark), Saturday (9am-dusk)
8. Frederick County Public School sites based on need and approval by FCPS. Fields that are chargeable through the FCPRD and FCPS Cooperative Use Agreement need to be reserved two weeks in advance.
9. Allow 3 business day prior to scheduling any make-up practices/games.
10. Have all practice schedules to FCPRD by August 10, 2023.
11. Must have all game schedules to FCPRD five days in advance.
12. After all reserved fields have been scheduled for FCALL usage, any unreserved fields will be released to the public.

\*FCPRD has right to take any field if needed for its own programming, despite what FCALL practice or game schedule is on this agreement



**FCALL will provide to FCPRD:**

1. Please provide participant enrollment numbers at the conclusion of each season's registration. Deadline to submit enrollment numbers; Spring June 20, 2023; Fall November 20, 2023.
2. FCPRD will charge a \$7 facility fee per person per season. Payment due dates: Spring July 15, 2023; Fall December 15, 2023.
3. A certificate of insurance and endorsement listing Frederick County and Frederick County Public Schools additionally insured demonstrating \$ 1 million for bodily injury per occurrence with a \$ 2 million annual aggregate and \$ 200,000 in property damage with a \$ 500,000 annual aggregate naming Frederick County, VA and Frederick County Public Schools additionally insured.
4. A copy of their most recently filed IRS 990 form.
5. A copy of current policies, league rules, and bylaws.
6. A list of all current board members.
7. Identify an individual to act on the agency's behalf in communicating league issues. This individual should be accessible during most business days.
8. Participation fee for upcoming season.
9. Provide a list of all coaches. Each coach must be eligible per the standards established Criminal Background Check policy (#500.3).
10. Train all coaches and staff in best practices for providing youth baseball meeting the standards set forth by Little League Baseball International.
11. Be responsible for the conduct and behavior of all spectators and participants.
12. Abide by and enforce all FCPRD rules in ball field area.
13. Accept all facilities as is.
14. Provide FCPRD lining request 1 business day prior to game – same day will be handled on a case by case basis depending on staff availability determined by the Superintendent of Parks or designee.
15. Abide by FCPRD's decision regarding field cancellations found in the Athletic Field Use Policy (#500.01). Strictly enforce lightning and thunder safety outlined in the policy for all FCALL activities.
16. Report any injury or behavior incident resulting in a call to 911 by the next business day to FCPRD.
17. Establish safety and emergency procedures.
18. Provide safety guidelines pertaining to COVID-19.

Failure to abide by any term may result in the termination of this agreement.

|                                       |               |   |               |
|---------------------------------------|---------------|---|---------------|
| _____<br>Director                     | _____<br>Date | _____<br>President                      | _____<br>Date |
| Frederick County Parks and Recreation |               | Frederick County American Little League |               |

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature



# Youth Sport Partner Agreement

Frederick County Parks and Recreation  
Frederick County National Little League



## 2023 Field Allocations

In an effort to provide quality recreational athletic programs for youth, it is beneficial for Frederick County Parks and Recreation (FCPRD) to provide facility space to Frederick County National Little League (FCNLL). This agreement outlines the expectations and outcomes required by Frederick County Parks and Recreation for such. FCNLL will provide a recreational youth baseball/softball program for Frederick County children living in their geographical boundaries.

### Spring Field Allocations March 13 - June 16, 2023

- A. FCPRD will provide FCNLL the following fields including dimensions from March 13 through June 16, 2023:
1. Field # 4 Monday - Saturday
  2. Bennington Monday- Saturday
  3. Field # 2 Monday, Wednesday, Friday, Saturday
  4. Field # 1 Monday and Saturday
  5. Frederick County Public School sites based on need and approval by FCPS. Fields that are chargeable through the FCPRD and FCPS Cooperative Use Agreement need to be reserved two weeks in advance.
  6. Fields needed after June 16 for All-Star practices and games will be reserved for FCNLL until July 2. FCNLL must rent and pay for all fields after June 16.
  7. FCPRD will provide lined fields based on provided game schedules.
  8. Allow 3 business day prior to scheduling any make-up practices/games.
  9. Must have all practice schedules to FCPRD by March 9, 2023.
  10. Must have all game schedules to FCPRD five days in advance.
  11. After all reserved fields have been scheduled for FCNLL usage, any unreserved fields will be released to the public.

**Fall Field Allocations**  
**August 14-November 17, 2023**

A. FCPRD will provide FCNLL the following fields from August 14 through November 17, 2023:

1. Field # 4                                      Monday – Saturday
2. Bennington                                    Monday – Saturday
3. Field 1                                        Wednesday, Saturday (all day)
4. Field 2                                        Saturday (all day)
5. Frederick County Public School sites based on need and approval by FCPS. Fields that are chargeable through the FCPRD and FCPS Cooperative Use Agreement need to be reserved two weeks in advance.
6. FCPRD will provide lined fields based on provided game schedules.
7. Allow 3 business day prior to scheduling any make-up practices/games.
8. Have all practice schedules to FCPRD by August 10, 2023.
9. Must have all game schedules to FCPRD five days in advance.
10. After all reserved fields have been scheduled for FCNLL usage, any unreserved fields will be released to the public.

**FCNLL will provide to FCPRD:**

1. Please provide participant enrollment numbers at the conclusion of each season's registration. Deadline to submit enrollment numbers; Spring June 20, 2023; Fall November 20, 2023.
2. FCPRD will charge a \$7 facility fee per person per season. Payment due dates: Spring July 15, 2023; Fall December 15, 2023.
3. A certificate of insurance and endorsement listing Frederick County and Frederick County Public Schools additionally insured demonstrating \$ 1 million for bodily injury per occurrence with a \$2 million annual aggregate and \$ 200,000 in property damage with a \$ 500,000 annual aggregate naming Frederick County, VA and Frederick County Public Schools additionally insured.
4. A copy of their most recently filed IRS 990 form.
5. A copy of current policies, league rules, and bylaws.
6. A list of all current board members.
7. Identify an individual to act on the agency's behalf in communicating league issues. This individual should be accessible during most business days.
8. Provide a list of all coaches. Each coach must be eligible per the standards established Criminal Background Check policy (#500.3).
9. Train all coaches and staff in best practices for providing youth baseball meeting the standards set forth by Little League Baseball International.
10. Be responsible for the conduct and behavior of all spectators and participants.
11. Abide by and enforce all FCPRD rules in ball field area.
12. Accept all facilities as is.
13. Provide FCPRD lining request 1 business day prior to game – same day will be handled on a case by case basis depending on staff availability determined by the Superintendent of Parks or designee.
14. Abide by FCPRD's decision regarding field cancellations found in the Athletic Field Use Policy (#500.01). Strictly enforce lightning and thunder safety outlined in the policy for all FCNLL activities.
15. Report any injury or behavior incident resulting in a call to 911 by the next business day to FCPRD.
16. Establish safety and emergency procedures.
17. Provide safety guidelines pertaining to COVID-19.

Failure to abide by any term may result in the termination of this agreement.

\_\_\_\_\_  
Director Date  
Frederick County Parks and Recreation

\_\_\_\_\_  
President Date  
Frederick County National Little League

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature



## CONTRACTUAL AGREEMENT

### Special Olympics Virginia Area 13

This Contract entered into this \_\_\_\_\_, by Special Olympics Virginia Area 13 (SOVA13), hereinafter called the “Contractor” and the County of Frederick, VA, called the “County”.

WITNESSETH that the Contractor and the County, in consideration of the mutual covenants, promises and agreements herein contained, agree as follows:

WHEREAS, in response to the County’s Request, the Contractor has submitted a timely proposal to provide volunteer services for the Youth Sports Scramble Golf Tournament. The county will recognize the contractor as a Special Olympics Partner by providing free facility and gym space within Frederick County facilities.

WHEREAS, in consideration of the payments to be made by the County, and other good and valuable consideration, the parties covenant and agree as follows:

**SCOPE OF CONTRACT:** In an effort for SOVA13 to provide quality recreational programs to athletes with disabilities, it is beneficial for the County to provide free facility space to SOVA13. The County will recognize SOVA13 as the sole beneficiary of the Youth Sports Scramble Golf Tournament in exchange for SOVA13 providing volunteer support for the event. Attachment A outlines the expectations and outcomes required by SOVA13 and the County for such.

**PERIOD OF PERFORMANCE: From December 1, 2022 through December 1, 2023.**

Renewals will be reviewed yearly in November by the recommendation of the Youth Sports Partners subcommittee of the Parks and Recreation Commission. Either party may terminate this contract with 60-days written notice to the other party.

The contract documents shall consist of the following documents, which are expressly incorporated into this contract by reference:

- (1) This signed form;
- (2) The *General Terms and Conditions* for County of Frederick, VA

IN WITNESS WHEREOF, the parties have caused this Contract to be duly executed intending to be bound thereby.

CONTRACTOR:

COUNTY OF FREDERICK, VA (OWNER):

By: \_\_\_\_\_

By: \_\_\_\_\_

Print: \_\_\_\_\_

Print: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Contracting Officer / Purchasing Manager

## Attachment A

The County will provide the following field space or gym space to SOVA13 at no cost, in exchange for volunteer services:

### FCPRD shall provide SOVA13 the following:

#### January 1 – March 30, 2022

##### A. *Facilities needed by: ADD DATE*

###### 1. Basketball

- a. Orchard View Elementary School
- b. Tuesday and Thursday's
- c. January 10 – March 16, 2023
- d. 6:30pm - 8:00pm

#### March 15 – June 30, 2023

##### A. *Facilities needed by: ADD DATE*

###### 2. Softball

- a. Sherando Softball Field #5 (or comparable field)
- b. Saturday's 1pm – 4pm
- c. March 26 – May 30, 2022
- d. 1:00pm - 4pm

###### 3. Track and Field

- a. Sherando High School Track
- b. Sunday's
- c. March 27 – May 29, 2022
- d. 2:30pm – 4:00pm

#### September 1 – December 30, 2022

##### A. *Facilities needed by: ADD DATE*

###### 1. Soccer

- a. Sherando Soccer Field 6 (or comparable field)
- b. Sunday's
- c. September 11 – October 23, 2022
- d. 9:30am – 11:00am

###### 2. Volleyball

- a. Evendale Elementary School Community Center (2 Courts)
- b. Tuesday and Thursday's
- c. September 7 – October 26, 2022
- d. 6:00pm – 8:00pm

###### 3. Bocce

- a. Sherando High School Bocce Courts
- b. Saturday's
- c. September 11 – October 23, 2022
- d. 9:30am - 11:00am

\*\*\*\*\* FCPRD Community Centers associated with Frederick County Public Schools are unavailable during school events/activities and on Election Day\*\*\*\*\*

\*\*\*\*\*Programs or facilities not currently offered or listed on this agreement will be mutually agreed to by both parties.\*\*\*\*\*

**SOVA13 shall provide FCPRD the following:**

1. Provide a minimum of 10 volunteers to help with the Youth Sports Scramble Golf Tournament. In exchange for providing volunteers for the Youth Sports Scramble Golf Tournament, FCPRD will donate half of the proceeds minus all expenditures to Special Olympics, Virginia Area 13 to help off set the cost associated with facility rentals outside of the facilities FCPRD operates.
2. Manage all athlete registrations, forms/documents and waivers associated with enrollment into Special Olympics.
3. Recruit and manage all volunteers. including coaches' meetings, coaches' trainings, and certifications.
4. Organize all fund raising and or donation efforts.
5. Responsible for invitational, regional, state, national and international competitions. This includes registering, transportation, coaching, and supervision of all athletes at competitions.
6. Provide all participant enrollment numbers at the conclusion of each season Spring due no later than June 30; Summer due no later than September 30; Fall due no later than November 30 and Winter due no later than March 30.
7. A certificate of insurance and endorsement page listing Frederick County and Frederick County Public Schools additionally insured demonstrating \$ 1 million for bodily injury per occurrence with a \$ 2 million annual aggregate and \$ 200,000 in property damage with a \$ 500,000 annual aggregate naming Frederick County, VA and Frederick County Public Schools additionally insured.
8. A copy of their most recently filed IRS 990 form.
9. A copy of current policies, rules, and bylaws.
10. A list of all current board members.
11. Identify two individuals to act on the agency's behalf in communicating with FCPRD. These individuals should be accessible during most business days.
12. Provide a list of all coaches. Each coach must be eligible per the standards established Criminal Background Check policy (#500.3) and Special Olympics.
13. Train all coaches and staff in best practices per sport.
14. Be responsible for the conduct and behavior of all spectators and participants.
15. Abide by and enforce all FCPRD rules and regulations.
16. Accept all facilities as is.
17. Abide by FCPRD's decision regarding field closure/cancellations found in the Athletic Field Use Policy (#500.1). Strictly enforce lightning and thunder safety outlined in the policy for all Area 13 Special Olympics activities.
18. Report any injury or behavior incident resulting in a call to 911 by the next business day to FCPRD.
19. Establish safety and emergency procedures.
20. Provide safety guidelines pertaining to COVID-19.





# Youth Sport Partner Agreement

Frederick County Parks and Recreation  
Top of Virginia Hockey Alliance



## 2023 Hockey Rink Allocations

In an effort to provide quality recreational athletic programs for youth, it is beneficial for Frederick County Parks and Recreation (FCPRD) to provide facility space to the Top of Virginia Hockey Alliance (TVHA). This agreement outlines the expectations and outcomes required by Frederick County Parks and Recreation for such.

### Winter Hockey Rink Allocations

January – March 2023

- A. FCPRD will provide the Top of Virginia Hockey Alliance the following hockey rink allocations from January 2 through May 31, 2023:
1. Monday- Thursday 5pm-8pm
  2. Saturday 1pm -8pm
  3. Sunday 1pm – 8pm

### Spring/Summer Hockey Rink Allocations

April- August 2023

- B. FCPRD will provide the Top of Virginia Hockey Alliance the following hockey rink allocations from June 1 through June 30, 2023:
1. Mon, Wed, Thur, & Fri 6pm – 8pm
  2. Saturday 1pm -8pm
  3. Sunday 1pm – 8pm
- \*\* FCPRD will hold Open Skate on Tuesday evenings from 6pm-8pm  
\*\*FCPRD will hold Open Skate on Saturday mornings from 9am-11am

### Fall/Winter Hockey Rink Allocations

September - December 2023

- C. FCPRD will provide the Top of Virginia Hockey Alliance the following hockey rink allocations from July 1 through August 31, 2023:
1. Monday – Friday 1pm – 8pm
  2. Saturday & Sunday 6am -8pm

**TVHA will provide to FCPRD:**

1. Please provide participant enrolment numbers at the conclusion of each season's registration. Deadline to submit enrollment numbers: Fall/Winter (May 15), Spring (July 15) and Summer (September 15)
2. FCPRD will charge a \$7 facility fee per person per season broken down as follows: Winter and Spring payment due by July 30<sup>th</sup>, Summer and Fall payment due by January 30<sup>th</sup>.
3. All practice and game schedules. All changes to practice must be provided 1 business day prior to commencement, all changes to games must be provided 3 business days prior to commencement.
4. A certificate of insurance and endorsement listing Frederick County and Frederick County Public Schools additionally insured demonstrating \$ 1 million for bodily injury per occurrence with a \$ 2 million annual aggregate and \$ 200,000 in property damage with a \$ 500,000 annual aggregate naming Frederick County, VA and Frederick County Public Schools additionally insured.
5. A copy of their most recently filed IRS 990 form.
6. A copy of their current policies, league rules, and bylaws.
7. A list of all current board members
8. Identify an individual to act on the agency's behalf in communicating league issues. This individual should be accessible during most business days.
9. Participation fee for upcoming season.
10. Provide a list of all coaches. Each coach must be eligible per the standards established Criminal Background Check policy (#500.3).
11. Train all coaches and staff in best practices for providing youth hockey meeting the standards set forth by Top of Virginia Hockey Alliance.
12. Be responsible for the conduct and behavior of all spectators and participants.
13. Abide by and enforce all FCPRD rules in the rink area.
14. Accept all facilities as is.
15. Abide by FCPRD's decision regarding field cancellations found in the Athletic Field Use Policy (#500.01). Strictly enforce lightning and thunder safety outlined in the policy for all TVHA activities.
16. Report any injury or behavior incident resulting in a call to 911 by the next business day to FCPRD.
17. Establish safety and emergency procedures.
18. Provide safety guidelines pertaining to COVID-19.

Failure to abide by any term may result in the termination of this agreement.

|                                       |       |                                 |       |
|---------------------------------------|-------|---------------------------------|-------|
| _____                                 | _____ | _____                           | _____ |
| Director                              | Date  | President                       | Date  |
| Frederick County Parks and Recreation |       | Top of Virginia Hockey Alliance |       |
| _____                                 |       | _____                           |       |
| Signature                             |       | Signature                       |       |