## MEMORANDUM

Date: December 6, 2007

**To:** Local "approved" sports organizations/activities

-Plano Family YMCA -Plano Sports Authority -Plano Youth Soccer

-Plano Baseball Assn -Plano Cricket Association -North Texas Premier Soccer -North Texas Cricket -Plano International Soccer -North Texas Lacrosse

From: Ed Voss, Athletic Superintendent, City of Plano

**Subject:** Guidelines for Athletic Field Use

It is the City's desire for local sports organizations to share these guidelines for athletic field use with coaches and participants to promote an enjoyable experience for players, coaches, officials and spectators through the safe, clean and efficient utilization of the City's outdoor athletic resources. Each of the listed items is enforceable by the City's Code of Ordinances. Your support is appreciated!

Athletic fields are allocated seasonally for scheduled games and reserved practices with the following points of emphasis:

- 1. Athletic field use for practices, scrimmages, games, tournaments and other special activities is limited to teams, organizations and events that have been approved by the City of Plano.
- 2. Athletic fields may not be used for organized practices, scrimmages or games when they are closed between designated sports seasons unless specific written permission has been provided by the Parks & Recreation Dept.
- 3. Teams should refrain from using athletic park sites for "drop-in" practice. Practice reservations may be issued by each respective sports organization or Parks & Recreation to avoid a disruption of service to teams legitimately authorized to practice or scheduled to play. "Drop-in" use may cause safety issues, parking lots to exceed capacity or damage a field by excessive use.
- 4. Fields may be closed due to rain for safety and to prevent field damage. If games are cancelled, practices are also cancelled.
- 5. Neighborhood park sites may be used for practices on a first-come, first-served basis. Teams may not conduct practices at PISD athletic fields at the middle schools, high schools and senior highs.
- 6. Fields or facilities designated "scheduled use only" may not be practiced on. If a facility is fenced and locked, teams should refrain from jumping the fences to access the field.
- 7. Soccer, football, lacrosse and rugby may not practice at athletic park sites on Mondays or Fridays so that the fields may rest and to allow the City to perform routine maintenance.
- 8. Football practices are restricted to sites received in the City's distribution of athletic fields or teams must use neighborhood park sites.
- 9. Baseball / softball fields that have been prepared by dragging and/or lining should not be practiced on prior to scheduled games out of courtesy for the teams assigned to play on that field.
- 10. Teams are responsible for picking up litter generated by its practice/game activity including bleacher areas and parking lots.
- 11. Vehicles are not permitted beyond the parking lots at all athletic sites which including the drop-off of players and equipment.
- 12. Smoking is not permitted in bleachers, restrooms, dugouts or around concession stands, eating areas and playgrounds.
- 13. Participants/spectators should car pool whenever practical to maximize the parking capability and minimize traffic congestion generated by athletic field use. Vehicles may not at any time park on the grass or any area that is not intended for parking.
- 14. Animals must be restrained at all times by a leash not exceeding 6-feet. The person that accompanies the animal is responsible for the immediate clean-up of feces by the respective animal.

## Athletic park sites are. . .

Archgate, Carpenter, Carter, Cheyenne, Championship Youth Ball Park, Enfield, Harrington, Heritage Yards, High Point, Hoblitzelle, Horseshoe, McCreary, Old Shepard's Place, Schell, Preston Meadow and Russell Creek.