

RESOLUTION NO. 3759

A RESOLUTION ESTABLISHING FEES FOR THE OVERLAND PARK SOCCER COMPLEX AND AUTHORIZING RULES AND PROCEDURES FOR THE OPERATION OF THE SAME IN ACCORDANCE WITH OVERLAND PARK MUNICIPAL CODE CHAPTER 10.04.

WHEREAS, the City of Overland Park, Kansas, owns and operates the Overland Park Soccer Complex for public recreation purposes; and

WHEREAS, the City of Overland Park, Kansas, establishes and administers rules, regulations and fees for use of said soccer complex.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF OVERLAND PARK, KANSAS, THAT THE FOLLOWING POLICIES AND FEES BE ESTABLISHED:

- A. The City Manager, through the Director of Parks and Recreation, shall have the authority to establish rules, regulations and procedures for use of the soccer complex.
- B. The Soccer Complex Manager shall administer said rules, regulations and procedures as directed by the City Manager through the Director of Parks & Recreation.
- C. The City Manager, through the Director of Parks & Recreation, shall have the authority to establish promotional, prorated, special, and/or introductory rates for events, leagues, clinics, and programs and to promote use of the soccer complex during non-peak times.
- D. Fees for use of said soccer complex shall be as follows:

FIELD RENTAL FEES

- 1. Practice (field rental time in 60 min. increments) -
 - A. Blue Valley Soccer Club (BVSC) and Overland Park Soccer Club (OPSC) practice:
 - 1) \$30/hr per field
 - 2) \$20/hr per half field
 - B. Heartland Soccer Association (HSA), non-HSA clubs & Schools (HS, JC & Colleges):
 - 1) \$40/hr per field
 - 2) \$30/hr per half field
 - C. Adult League:
 - 1) \$50/hr per field
- 2. Games –
 - A. BVSC/HSA/OPSC league:
 - 1) \$300/day per field (assumes 10 hrs of play)
 - 2) \$150/day per field (for up to 5 hrs of play)
 - B. Non-BVSC/HSA/OPSC games:
 - 1) \$400/day per field (assumes 10 hrs of play)
 - 2) \$200/day per field (for up to 5 hrs of play)
- 3. Tournaments (Sat & Sun but can include Fri, 6-10:30 p.m.) -

- A. BVSC/HSA/OPSC: \$14,000 tournament fee +
 - 1) \$300/day per field
 - B. Non-BVSC/HSA: \$14,000 tournament fee +
 - 1) \$400/day per field
4. Non-BVSC league games (adult leagues) -
- A. Adult league:
 - 1) \$50/hr per field
5. General field rental (camps/clinics, ODP, HS scrimmage, non-soccer, i.e. lacrosse)
- A. Special needs groups and/or charity organizations:
 - 1) \$15/hr per field
 - B. Camps/clinics/ODP/Schools (HS, JC & College), other sports:
 - 1) \$40/hr per field

NOTE: field light activation time will vary based on time on year

- 1) **Apr – Sept = 7:30 pm**
- 2) **Oct – Mar = 5:00 pm**

RENTAL CRITERIA

1. Reservations can be made by contacting the Manager, Soccer Park Operations via phone or email.
2. Reservations are not finalized until rental agreement application process has been completed and full payment received.
3. The Manager, Soccer Park Operations reserves the right to fill all open field time slots.
4. The league representative is responsible for specific scheduling based on number of reserved practice/game time slots listed on the facility use permit.
5. Field permits (for practice, games or tournaments) will not be issued until the following are complete:
 - A. Rental agreement application filled out completely.
 - B. Payment -
 - 1) Practice (single use): complete payment
 - 2) Practice (seasonal): 10% non-refundable deposit (applied to outstanding balance) for reserved time.
 - 3) League play (single use): complete payment.
 - 4) League play (seasonal): 10% non-refundable deposit (applied to outstanding balance) for reserved time. Outstanding balance to be paid thirty (30) days prior to final game of the season.
 - 5) Tournaments: 10% non-refundable deposit (applied to outstanding balance) for reserved time, plus tournament fee. Outstanding balance to be paid seven (7) days prior to event.

- 6) Adjustments to the number of fields required may be made thirty (30) days prior to the tournament without penalty by informing the Manager, Soccer Park Operations.
 - C. Proof of insurance listing the City of Overland Park and the Overland Park Soccer Complex as additionally insured.
6. All fields can only be reserved on an hourly or full-day basis. Subletting of rental space (either partial or entire field) is prohibited.
 - A. Hourly rental includes access to entire field.
 - B. Fields can be divided for 3v3, 4v4, 6v6 or 8v8 use (half or thirds) and applicable hourly rate will apply.
 7. Field rental (practice) reservations will be taken on seasonal basis until space filled.
 - A. Fall season (Aug – Nov) taken preceding March 1
 - B. Spring season (Mar – May) taken preceding November 1
 - C. The league representative must submit a practice schedule (to include team name, level, etc) to the Manager, Soccer Park Operations at the start of every month.
 8. Blue Valley Soccer Club (BVSC) retains first priority and will have access to 9 fields for practice Mon – Thurs.
 - A. BVSC can reserve time on remaining 3 fields, starting on Monday’s at established rate & availability, if not filled.
 - B. Other Heartland Soccer Association (HSA) clubs and non-HSA clubs, high school and college teams, must complete rental agreement and payment with application to confirm reservation. Fields will not be secured until all signatures and paperwork (proof of insurance, deposit) completed.
 9. League Games – reservations will be take on season basis
 - A. Fall season (Aug – Nov) taken preceding March 1
 - B. Spring season (Mar – May) taken preceding November 1
 - C. Completed rental agreement and non-refundable security deposit (applied to rental fee) must accompany agreement.
 10. Camps/clinics - field rental reservations can be booked starting 18 months prior
 - A. Completed rental agreement and non-refundable security deposit (applied to rental fee) must accompany agreement.
 11. Tournaments – field rental reservations can be booked starting 18 months prior
 - A. Conflicting date requests will be resolved using following criteria:
 - 1) # of anticipated out-of-town teams (based on history)
 - 2) length of tournament & # of fields required
 - 3) # of anticipated teams
 - B. Reasonable effort will be made to avoid conflict with BVSC/HSA league games...if conflict occurs BVSC will be notified and asked to change league schedule at its discretion
 - C. If no conflict, appropriate tournament and rental application must be completed along with non-refundable security deposit (applied to rental fee).
 - 1) Tournament host must meet with OP CVB to secure hotel rooms and will be asked to ensure all teams stay at those locations.

E. The following rental fees for the meeting room in the Field House and equipment at the soccer complex:

Hours	Fees	Monday - Friday	Saturday	Sunday
Regular:	\$40/hr	8:00 a.m. – 5:00 p.m.	7:00 a.m. – 4:00 p.m.	12:00 p.m. – 5:00 p.m.
Prime:	\$50/hr	5:00 p.m. – 10:00 p.m.	4:00 p.m. – 8:00 p.m.	5:00 p.m. – 8:00 p.m.
Projector Screen	\$10			
Podium	\$10			
Microphone	\$10			
Easel	\$5			
Video Projector	\$40			

NOTE: All rentals outside regular operating hours will be subject to a two-hour minimum and staff availability.

This resolution shall take effect and be in force from and after September 14, 2009.

ADOPTED by the Governing Body of Overland Park, Kansas, this 14th day of September, 2009.

Carl Gerlach, Mayor

ATTEST:

Marian Cook, City Clerk

APPROVED AS TO FORM:

J. Bart Budetti
Senior Assistant City Attorney