

EXHIBIT A

CITY OF ORANGE COMMUNITY SERVICES DEPARTMENT PARK SPORTS FIELD MAINTENANCE FEES POLICY

Effective Date: April 2017

I. SCOPE

Collection of fees to maintain and renovate City park sports fields to ensure safe, playable field conditions.

II. PURPOSE

To establish a policy and guidelines regarding the provisions for collecting fees from permitted users to restore, maintain, and/or enhance sports fields that are programmed for high impact and/or repetitive use.

III. POLICY

In an effort to maintain sports fields to a standard that meets the playability and safety considerations of the City for the general use of sports fields by the public at large, maintenance fees shall be collected from permitted users programming high impact and/or repetitive activities on City of Orange parks sports fields. These fees will be used to restore sports fields to their previous condition prior to the permitted high impact and/or repetitive use.

High impact and/or repetitive permitted use of City sports fields may be by a single user of a particular field for a period of time or by multiple users of a particular field for a period of time. Sports Field maintenance/restoration fees are collected based on factors specific to the type of use, type of sport, hours of permitted use, and whether the use is by a single user of a field or one of a number of permitted users of a field over a period of time.

IV. PROCEDURE

Single User Field

Per the City's approved Master Schedule of Fees and Charges, fees are based on actual cost recovery for work performed. The scope of work is a minimum of what is required to restore the sports field to the condition prior to the high impact and/or repetitive use, such as a season for the particular sport under the Field Use Permit. When additional work is desired by the permitted user, actual costs for that service shall be collected from the user group in addition to any fee collected for the minimum level of restorative services required to bring the sports field back to its original condition.

Upon conclusion of the time period of the permitted use or just prior to such time, the City representative will meet and confer with the user representative and the City contractor to determine the scope and cost of the work required and/or desired. Once the scope and cost of the work is agreed upon, the City will engage its contractor to prosecute the work

to satisfactory completion. Upon completion of the work, the City representative will confirm with the user representative that the work is satisfactory to the group and an invoice will be sent to the user for payment to the City for the services rendered by the City's contractor. Payment shall be made to the City within 30 days of the date of the invoice.

Multiple User Field

Where permitted use of a sports field is by multiple users engaged in high impact and/or repetitive use, fees shall be collected from each of the users based on actual cost to restore the field to its condition prior to such use. Each sport and age group is assigned an impact value designation based on an impact weighting scale each sport has on a sports field. The dollar amount each user shall pay is based on a formula that considers the amount of time permitted to the user on the subject field and the impact value designation as assigned by the impact weighting scale for the particular sport on a sports field.

At the conclusion of a designated period of time, usually the collective seasons for each sport, the City representative will meet and confer with each of the user group's representatives and the City contractor to determine the scope and cost of the work required. Once the scope and cost of the work is agreed upon, the City will engage its contractor to prosecute the work to satisfactory completion. Upon completion of the work, the City representative will confirm with the user's representatives that the work is satisfactory to each of the users and an invoice will be sent to each user for payment to the City for the services rendered by the City's contractor. Payment shall be made to the City within 30 days of the date of the invoice.

Additional Sports Field Services

Any permitted sports field user may request maintenance or enhancement work to be performed on a City sports field. In this case, the same process as described in this policy shall be followed to achieve the desired scope of work. At the satisfactory conclusion of the work, an invoice will be sent for payment to the user based on the actual cost of the work.

In-Kind Services

Any permitted sports field user may perform in-kind services using volunteers to perform any field renovation or maintenance tasks on a permitted sports field. If in-kind services are contemplated by a sports field user, the user shall gain approval from the City representative as to the scope of work and how the work is to be completed. The sports field user shall coordinate with and gain approval from the City representative on the scope of work, dates for the work to occur, manner in which the work will be conducted, and materials to be used, prior to any work beginning.