



City of Las Vegas
Parks and Recreation
LV City Sports

Parks ♦ Rec ♦ Arts

ALLOCATION FIELD MAINTENANCE FORM

LEAGUE NAME	SEASON/PERMIT #
LEAGUE PRESIDENT	PHONE
LEAGUE MAINTENANCE CONTACT	PHONE
CLV CREW LEADER	PHONE
PARK(S) UTILIZED	

LEAGUE RESPONSIBILITIES:		REVIEWED				
RESTROOMS: REVIEWED LOCATION OF ALL RESTROOMS AT THE SITE. LEAGUE AGREES TO KEEP RESTROOMS ADEQUATELY STOCKED WITH TOILET PAPER DURING THEIR PERMITTED FIELD TIMES. TOILET PAPER MAY BE OBTAINED FROM CLV. LEAGUES ARE RESPONSIBLE TO REMOVE TRASH, LITER AND DEBRIS FROM RESTROOMS DURING THEIR USAGE.						
TRASH AND RECYCLING BINS: LEAGUE AGREES TO MONITOR AND REMOVE TRASH AND RECYCLING MATERIAL THROUGHOUT AND AFTER THE LEAGUE PLAY, PRACTICE OR GAMES. LEAGUE WILL EMPTY ALL TRASH AND RECYCLING RECEPTACLES AND PUT IN NEW PLASTIC LINERS BEFORE BINS OVERFLOW. LINERS MAY BE OBTAINED FROM CLV. IF THE PERMITTED LOCATION IS NOT IN SATISFACTORY CONDITION WHEN ARRIVING, THE LEAGUE REPRESENTATIVE SHOULD DOCUMENT THE CONDITION WITH PHOTOS AND FORWARD TO THE LV SPORTS EMAIL: MUNICIPALSPORTSUNIT@LASVEGASNEVADA.GOV WITH DETAILS. IT IS THEN THE LEAGUE'S RESPONSIBILITY TO RETURN THE PERMITTED LOCATION TO A SATISFACTORY CONDITION AT THE CONCLUSION OF USAGE.						
LOCATION OF DUMPSTER: LEAGUE AGREES TO PUT ALL REMOVED BAGS OF TRASH AND RECYCLING IN THE PROPER FACILITY DUMPSTERS AND NOT LEFT IN THE PLAY AREA. EQUIPMENT SUCH AS A WAGON OR DOLLY MAY BE USED TO ASSIST WITH TRANSPORTING BAGS TO DUMPSTER. NO GOLF CARTS OR MOTORIZED VEHICLES ARE ALLOWED ON THE FIELDS.						
FIELD PREPARATION REQUIREMENTS HAVE BEEN REVIEWED WITH THE LEAGUE. ALL FIELDS WILL BE PROPERLY PREPARED BEFORE AND AFTER USAGE . TO INCLUDE THE FOLLOWING:						
<table><tr><th>DIAMOND FIELDS</th><th>BOX FIELDS</th></tr><tr><td><ul style="list-style-type: none">BLOW OUT DUGOUTS, CLEAN BULL PENSUSING A BALL DIAMOND RAKE/LANDSCAPE RAKE, MOVE EXISTING BALL DIAMOND MIX FROM THE PERIMETERS/FENCE LINES TO FILL AND LEVEL LOW AREAS AROUND BASES, PITCHING MOUNDS, HOME PLATE AND IN FRONT OF PITCHING RUBBERS IN BULL PENS.REMOVE LIDS TO ROTORS LOCATED BEHIND PITCHING RUBBERS. PUT LIDS BACK ON ROTORS. (AT PARKS WHERE APPLICABLE.)CONNECT HOSE TO QUICK COUPLERS LOCATED BEHIND PITCHING RUBBERS AND AT EACH ENTRANCE OF ALL DUGOUTS. WATER PITCHING MOUNDS, BASES, HOME PLATE AND IN FRONT OF PITCHING RUBBERS IN BULL PENS. (AT PARKS WHERE APPLICABLE.)COMPACT BALL DIAMOND MIX WITH A TAMPER AROUND PITCHING MOUNDS, BASES, HOME PLATE AND PITCHING RUBBERS IN BULL PENS.WATER INFIELDS WITH PUSH BUTTONS. (MAJESTIC AND DOOLITTLE ONLY)SPIN INFIELDS. START FROM OUTER EDGES AND WORK YOUR WAY TOWARDS THE PITCHING MOUND TO AVOID PUSHING BALL DIAMOND MIX TO PERIMETERS.CHECK OUTFIELD TURF FOR HOLES AND OR SAFETY CONCERNS. REPORT ANY CONCERNS TO ASSIGNED PGM STAFF AS LISTED ON PAGE 2.REMOVE BASES AND CLEAN OUT BASE POD SLEEVES ONCE PER WEEK.</td><td><ul style="list-style-type: none">COORDINATOR MAY INFORM LEAGUE REPRESENTATIVE THAT THEIR LEAGUE TEAMS MAY NEED TO MOVE THEIR FIELDS PERIODICALLY TO AVOID WEAR PATTERNS. THIS PERTAINS TO NATURAL GRASS FIELDS FOR SOCCER, FOOTBALL AND LACROSSE ONLY. IT IS THE LEAGUE'S RESPONSIBILITY TO ADHERE TO THIS REQUEST.REMOVE LEAGUE EQUIPMENT AFTER EACH USAGE, SUCH AS GOALS, NETS ETC.FIELD LINING MUST BE COORDINATED WITH CLV STAFF. USAGE OF SMALL SIDED FIELDS MAY REQUIRE APPROVAL FOR PAINTING AND TURNING OF FIELDS.</td></tr></table>	DIAMOND FIELDS	BOX FIELDS	<ul style="list-style-type: none">BLOW OUT DUGOUTS, CLEAN BULL PENSUSING A BALL DIAMOND RAKE/LANDSCAPE RAKE, MOVE EXISTING BALL DIAMOND MIX FROM THE PERIMETERS/FENCE LINES TO FILL AND LEVEL LOW AREAS AROUND BASES, PITCHING MOUNDS, HOME PLATE AND IN FRONT OF PITCHING RUBBERS IN BULL PENS.REMOVE LIDS TO ROTORS LOCATED BEHIND PITCHING RUBBERS. PUT LIDS BACK ON ROTORS. (AT PARKS WHERE APPLICABLE.)CONNECT HOSE TO QUICK COUPLERS LOCATED BEHIND PITCHING RUBBERS AND AT EACH ENTRANCE OF ALL DUGOUTS. WATER PITCHING MOUNDS, BASES, HOME PLATE AND IN FRONT OF PITCHING RUBBERS IN BULL PENS. (AT PARKS WHERE APPLICABLE.)COMPACT BALL DIAMOND MIX WITH A TAMPER AROUND PITCHING MOUNDS, BASES, HOME PLATE AND PITCHING RUBBERS IN BULL PENS.WATER INFIELDS WITH PUSH BUTTONS. (MAJESTIC AND DOOLITTLE ONLY)SPIN INFIELDS. START FROM OUTER EDGES AND WORK YOUR WAY TOWARDS THE PITCHING MOUND TO AVOID PUSHING BALL DIAMOND MIX TO PERIMETERS.CHECK OUTFIELD TURF FOR HOLES AND OR SAFETY CONCERNS. REPORT ANY CONCERNS TO ASSIGNED PGM STAFF AS LISTED ON PAGE 2.REMOVE BASES AND CLEAN OUT BASE POD SLEEVES ONCE PER WEEK.	<ul style="list-style-type: none">COORDINATOR MAY INFORM LEAGUE REPRESENTATIVE THAT THEIR LEAGUE TEAMS MAY NEED TO MOVE THEIR FIELDS PERIODICALLY TO AVOID WEAR PATTERNS. THIS PERTAINS TO NATURAL GRASS FIELDS FOR SOCCER, FOOTBALL AND LACROSSE ONLY. IT IS THE LEAGUE'S RESPONSIBILITY TO ADHERE TO THIS REQUEST.REMOVE LEAGUE EQUIPMENT AFTER EACH USAGE, SUCH AS GOALS, NETS ETC.FIELD LINING MUST BE COORDINATED WITH CLV STAFF. USAGE OF SMALL SIDED FIELDS MAY REQUIRE APPROVAL FOR PAINTING AND TURNING OF FIELDS.		
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LEAGUE WILL COMMUNICATE ALL AREAS REGARDING FIELD CONCERNS WITH THE APPLICABLE PARKS MAINTENANCE CONTACT LISTED ON PAGE 2 AND COPY THE LV CITY SPORTS COORDINATOR.						
FIELD MAINTENANCE REQUIREMENTS: I UNDERSTAND THAT ALL FIELD PREPARATION MUST BE COMPLETED BEFORE AND AFTER USE.						
LEAGUES WILL NOT USE ANY STAKES OF ANY TYPE IN THE SECURING OF ANY EQUIPMENT.						
LEAGUES WILL CONVEY TO SPECTATORS AND PARTICIPANTS THAT <u>STAKING IS NOT PERMITTED</u> (INCLUDING USE OF UMBRELLAS/SHADE STRUCTURES)						
LEAGUES: I HAVE RECEIVED INFORMATION ON THE ITEMS CHECKED ON THIS FORM AND UNDERSTAND THE RULES FOR USAGE OF THE FIELDS LISTED ABOVE. I FULLY AGREE TO COMPLY WITH THE RULES AND REGULATIONS OUTLINED. I WILL CONTACT THE APPLICABLE PARKS REPRESENTATIVE IF ANY OF THE ABOVE ITEMS NEED CLARIFICATION.						
LEAGUE PRESIDENT SIGNATURE		DATE				
NEW USERS MUST MEET WITH THE APPLICABLE PARKS MAINTENANCE STAFF LISTED ON PAGE 2 TO REVIEW THE ABOVE REQUIREMENTS. PARKS MAINTENANCE STAFF: I HAVE MET WITH THE PERSON LISTED ABOVE AND HAVE REVIEWED THE ITEMS ON THE CHECKLIST WITH THEM.						
PGM REPRESENTATIVE		DATE				