



Wheaton Park District Field Use Guidelines Agreement
All Sports COVID-19 Guidelines
Updated August 15, 2020, September 3, 2020, March 10, 2021

The Wheaton Park District has issued the following guidelines for athletic field usage:

- Fields will be coordinated with Toni Giovenco - Wheaton Park District Athletic Manager
- Must submit a Certificate of Insurance with the following criteria to Toni Giovenco
 - Wheaton Park District listed as Additionally Insured.
 - Wheaton Park District listed as Certificate Holder
 - General Liability of \$1,000,000/minimum
- Application must be submitted by Kopion Football Club to Wheaton Park District.
- Wheaton Park District Outdoor Athletic Area Fee Schedule and Usage Policy has been received by Kopion Football Club.
- Wheaton Park District has submitted to Kopion Football Club the Soccer Goal Safety and Education Policy.
- "Zack Law" Acknowledgement has been received by the Wheaton Park District.
- Wheaton Park District issue permit(s).
- Wheaton Park District made modifications to our invoicing process, effective August 2020.
- All rates listed on the Outdoor Area Usage Application will be applicable. Kopion Football Club will be invoiced for maintenance cost (layout, stripe fields, sod, or reseeding, etc.), supplies (field lining paint, etc.), which are not normally needed/used by a Wheaton Park District Program.
- Material and labor (Parks will invoice)
- Banners \$100 per field for guidelines, Mask banners \$100 (Athletics will invoice with Finance Department).
- Sandburg Port a Potty will be invoiced by the Pit Stop Company (630-377-7000) directly to Kopion Football Club for September and October 2020. Kopion Football Club needs to work with Sandburg school for placement.
- Wheaton Park District Cost for Soccer Fields

Soccer Field sizes	Set up /Measure & lay out Cost	Total cost to line a soccer field & set up (Week 1)
110x60	\$150	\$150
80x55	\$110	\$110
60 x 45	\$110	\$110



Rates – Soccer:

- Kopion Football Club teams must have at least 70% Wheaton Park District residents on a team to qualify for the \$20 per player/per season discount (Please submit rosters)
- Non-resident teams will be billed at \$40/hour for use of WPD fields. (Please submit rosters)
- All games will be invoice at \$40 x 1.5 hours. (Please submit schedule)
- Rental dates: **April 5th- June 13th**

American Legion 110 X 60 Soccer goals 8 X 24 –

- Place goals
- WPD Parks department will line fields. (See rates on page 1)
- Field layout was done by Parks department. Invoice \$150
- Athletic staff set up nets. Invoice \$35
- Restroom on site. Let us know if you need a port a potty.

Briar Knoll 60 x 45 /Soccer goals 6.5 x18 –

- Place goals
- WPD Parks department will line fields (See rates on page 1)
- Field layout was done by Parks department. Invoice \$110.
- Athletic staff set up nets. Invoice \$35
- Cannot put port a potty at Briar Knoll.
- Rental days and times: Weekdays 4:30PM-7:30P and Weekends 8am-6P.

Kelly 60 X 45 Soccer goals 6.5 X 18-

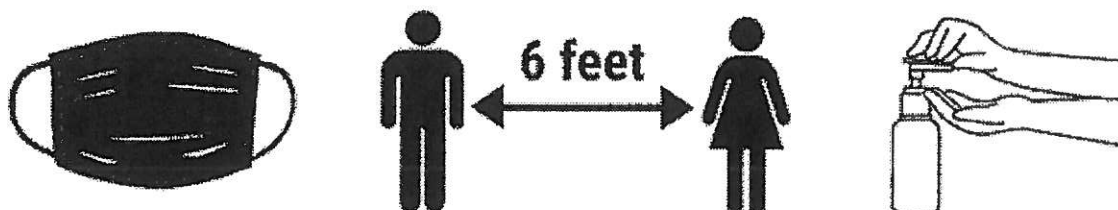
- Place goals
- WPD Parks department will line fields (See rates on page 1)
- Field layout was done by Parks department. Invoice \$110
- Athletic staff set up nets. Invoice \$35
- Potty a Potty on site

Whittier 80 X 55 Soccer goals 7 x 21

- Place goals
 - WPD Parks department will line fields (See rates on page 1)
 - Kopion will line fields Invoice \$110.
 - Athletic staff set up nets. Invoice \$35
 - **Need to order a Port a Potty (90 per month) Pit Stop Company to invoice Kopion directly. Cleanings request to company needs to be Monday/Fridays.**
- While we anticipate the rentals to go smoothly, the ability for them to occur is dependent on our region (Region 8) to continue in Phase 4 and the All Sports Guidance to continue to allow the rental's type of activity.



COVID-19 Safety Reminders



- Face masks are required by all participants, spectators, and coaches.
- Teams should not exceed 25 participants, excluding coaches.
- Spectators for activities will be permitted but will be based on the nature of the program the venues that the activity is taking place. All spectators would need to have 30 ft. social distancing between them and the participants and 6 ft. social distancing between spectators who are not members of the same household or party. In the case 30 ft. is not practicable for the venue, spectators are seated on the opposite side and distance least 12 ft. from participants.
- Intraconference or intraleague play, tournaments, and league play are subject to the All-sports Guidance, limitations based on the classified "risk" level of the sport/activity.
 - <https://dceoresources-ss-assets.s3.us-east-2.amazonaws.com/public/Restore-Illinois/businessguidelines4/allsports.pdf>

Process of Handling COVID-19 Symptoms and Exposure

Process of handling COVID-19 symptoms and exposure of rental participants.

- Notify Athletic Manager Adam Lewandowski at alewandowski@wheatonparks.org . Adam will then contact the Wheaton Park District Human Resource Manager, Matthew Jay.

Our Athletic Department continues to operate under the All Sports Guidance.

All Sports Guidance (updated August 2020, January 15, 22,2021, February 2, & 5, & March 10, 2021):



HIGHER RISK	MODERATE RISK	LOWER RISK
<ul style="list-style-type: none"> Basketball Boxing Football Hockey Lacrosse Martial Arts Rugby Ultimate Frisbee Wrestling 	<ul style="list-style-type: none"> Futsal Flag Football or 7v7 Football Paintball Racquetball Soccer Volleyball Water Polo Wheelchair Basketball 	<ul style="list-style-type: none"> Archery Badminton Baseball Bass Fishing Bowling Competitive Cheer Competitive Dance Climbing Crew Cross Country Cycling Fencing Disc Golf Scholastic Golf Gymnastics Horseback Riding Ice Skating Ropes Courses Sailing, Canoeing, Kayaking Sideline Spirit Skateboarding Softball Skiing Swimming/Diving Tennis Track and Field Trap Shooting Weight Lifting

Below are the Type of Play Levels:

The level of play allowed is dictated by current public health conditions

Level 1	No contact practices and team play only
Level 2	Intra-team scrimmages allowed, with parental consent for minors; no competitive play
Level 3	Intra-conference or Intra-EMS-region ¹ or Intra-league play/meets only; state- or league-championship game/meet allowed for low-risk sports only
Level 4	Tournaments, out-of-conference/league play, out-of-state play allowed; championship games allowed



The following Play Levels are allowed according to sport risk and current mitigation Tier:

Sports Risk	Phase 4	Tier 1	Tier 2	Tier 3
Lowest Risk	Level 4	Level 4	Level 3	
Medium Risk	Level 4 for sport played outdoors Level 3 for sport played indoors	Level 3	Level 2	Pause all indoor sporting activities, including youth and adult recreational sports. Outdoor sporting activities may continue at Level 1.
High Risk	Level 3	Level 2	Level 1	

- Teams at Play Level 3 may play against non-conference opponents, including opponents from other EMS regions, if the opponent is located within a 30-mile radius and plays at Level 3 or 4.
- Teams at Play Level 4 may play against in-state non-conference opponents, including opponents from other EMS regions, if the opponent also plays at Level 4. If playing outside of Illinois, teams at Play Level 4 should avoid travel to areas of higher risk as recommended in the [IDPH Travel Guidance](#). For more information and guidance, please review the HR and Travel Policies below.

Health Monitoring

- Before allowing participation in sporting activities, sport organizers or coaches should ask whether participant is currently exhibiting COVID-19 symptoms. If participant does have symptoms, they should wait to enter premises or participate in any sporting activity for a minimum of 10 days after symptom onset OR until feverless and feeling well (without fever-reducing medication) for at least 24 hours
- Sport organizers or coaches should maintain attendance log of participants for contact tracing purposes. Sports organizers should maintain attendance logs of all facility rentals, spectators, and employees for contact tracing purposes

Physical Workspace

- Sports organizers should allow for at least 6 feet social distance for all participants not actively exercising or involved in the sporting activity (e.g., on the bench or sidelines, in the stands). If a sporting facility has stations for individual recreation activities, sport organizers should ensure at least 6 feet between stations. If stations cannot be moved, sport organizers should limit the number of open stations to ensure participants can maintain at least 6 feet social distance whenever possible



- **Sport organizers should designate an area for spectators with existing seating (e.g., bleachers) or in space around area of play. Organizers should ensure there is space available such that spectators can maintain at least 6 feet social distance between themselves and spectators that are not members of the same household or party.**
- Sports organizers or venues should configure space to ensure there is at least 30 feet social distance between spectators and participants or, in the case 30 feet is not practicable for the venue, spectators are seated on the opposite side of the playing space (e.g., field, court) from participants not actively engaged in play and at a distance of at least 12 feet from participants.
- Whenever possible, configure the area of play to allow for at least 6 feet social distance between participants, including for sports at Play Levels 2-4. Refer to the guidance above regarding mitigation efforts to lower transmission risk for particular sports.
- Designate an area separate from others for anyone who exhibits COVID-like symptoms during the activity session to isolate from others before being picked up to leave

Procedures for Cleaning and Disinfecting

- Minimize sharing of high-touch equipment between non-household individuals. If equipment is to be shared, sports organizers should sanitize equipment before and after use (see EPA approved list of disinfectants).
 - If practical, sanitize shared equipment during use (e.g., between drills) and encourage frequent hand sanitizing or hand washing, including during gameplay (e.g., between quarters, at time outs, when returning to the bench)

Staffing and Attendance

- For contact tracing purposes, sports organizers or venues should maintain a log of all spectators and nonparticipant visitors in attendance and schools or coaches should maintain a log of all participants in attendance.
- **Sports organizers should limit spectator attendance as follows, in accordance with regional Tier mitigation levels as outlined in the Restore Illinois guidelines:**
 - **a. When located in a region not facing specific mitigation efforts outlined in the Restore Illinois guidelines:**
 - **i. Gatherings of up to 50 spectators, indoors or outdoors, are allowed**
- Sports organizers should limit spectators to immediate household members or guardians of participants. Others should be considered only if space allows.
- Sports organizers or venues may host multiple groups of participants engaged in active exercise or gameplay (e.g., multiple games happening in the same location), both indoors and outdoors, if:
 - a. The venue allows for all attendees to maintain at least 6 feet social distance throughout gameplay and during any ancillary contacts (e.g., spectator areas, entry, exit, concessions, etc.).
 - b. The venue allows for separation of at least 30 feet between contests, with areas for each contest marked to discourage interaction and limit contacts between groups when not actively exercising or engaged in competitive play.



- o c. Sports organizers require all participants and attendees to wear appropriate face coverings over their noses and mouths
- **Sport organizers should design a plan to allow all attendees to maintain at least 6 feet social distance within the venue and, if needed, designate employee(s) or coaches to monitor capacity limits and social distancing.**
- **Sports organizers should ensure that any participants not actively exercising or participating in gameplay should sit on the sidelines at least 6 feet apart from one another.**
- Sports organizers should direct all individuals to refrain from shouting, singing, or chanting.
- Sports organizers should designate employee(s) or coaches to remind spectators, participants, and others to follow state guidance regarding face coverings, social distance, hygiene, behavior (e.g., no shouting, singing, or chanting), and other rules.

Customer Behaviors

- **Spectators and non-participant visitors must always wear a face covering that fully covers their nose and mouth and fits snugly against the sides of the face with no gaps, whether indoors or outdoors, except for**
 - o a. when actively eating or drinking,
 - o b. people with medical conditions or disabilities that prevent them from safely wearing a face covering,
 - o c. Individuals younger than 2 years of age, and
 - o d. Individuals who have trouble breathing or are unconscious, incapacitated, or otherwise unable to remove the cover without assistance.
- **All participants must wear a face covering that fully covers their nose and mouth and fits snugly against the sides of the face with no gaps, whether indoors or outdoors, unless a medical condition prohibits the participant from wearing a face covering.**
- All participants, attendees, and other individuals involved with sports activities should refrain from shouting, singing, or chanting.
- Participants should wash hands with soap and water or use hand sanitizer before participating and, when practical, during gameplay (e.g., between quarters, at time outs, when returning to the bench).
- Participants should bring their own source of water and refrain from using any communal sources of hydration (e.g., team water or sports drink jug).
- Participants should not share athletic towels, clothing, or shoes.
- All attendees should refrain from handshakes, high fives, fist bumps, hugs, "go-team" hand raises, etc.
- All attendees should refrain from spitting or blowing of the nose without the use of a tissue.

Guidelines are subject to change if updated guidance is provided by the Illinois Department of Public Health. While we are excited to be offering these rentals and anticipate them running smoothly, the ability for these rentals to occur is dependent on formal guidance from the Illinois Department of Public Health. If the Wheaton Park District determines that these rentals cannot run safely, the rental will be canceled, and the renter will receive a refund for all rental dates that are cancelled.



Sources:

Restore Illinois Phase 4 Guidelines:/ All Sports Guidance updated February 5,2021 & March 10,2021.

- <https://dceoresources-ss-assets.s3.us-east-2.amazonaws.com/public/Restore-Illinois/businessguidelines4/allsports.pdf>

On behalf of **Kopion Football Club** (Renter Name), I have read, understand, and agree to have my participants comply with the regulations in this agreement. Failure to comply with these regulations may result in having the field permit revoked for the duration of the rental. We are working through this together and appreciate your assistance so that everyone can stay safe and have fun.

Wheaton Park District

Renter Name - **Kopion Football Club**

Mike Benard
Executive Director

Renter Representative

Rudy Keller

Name (Print)

President

Title



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
8/26/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	K&K Insurance Group, Inc. 301 Commerce Street, Suite 2370 Fort Worth, TX 76102	CONTACT NAME:	Sports Division	
		PHONE:	(800) 441-3994	FAX:
		E-MAIL ADDRESS:	kk.sports@kandkinsurance.com	
INSURED	Illinois Youth Soccer Association 1655 S. Arlington Heights Rd., Suite 201 Arlington Heights, IL 60005	INSURERS AFFORDING COVERAGE		NAIC #
		Insurer A:	Scottsdale Insurance Company	41297
		Insurer B:	Nationwide Life Insurance Company	66869
		Insurer C:		
		Insurer D:		
		Insurer E:		
		Insurer F:		

COVERAGES **CERTIFICATE NUMBER:** 20127504 **REVISION NUMBER:** 0

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD'L INSRD	SUBR WVD	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A	GENERAL LIABILITY	X		KKS-85527-00	9/1/2020	9/1/2021	EACH OCCURRENCE	\$1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$1,000,000
	<input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person)	\$5,000
							PERSONAL & ADV INJURY	\$1,000,000
							GENERAL AGGREGATE	\$5,000,000
							PRODUCTS - COMP/OP AGG	\$1,000,000
							PARTICIPANT LEGAL LIABILITY	\$1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:							
	<input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC							
A	AUTOMOBILE LIABILITY			KKS-85527-00	9/1/2020	9/1/2021	COMBINED SINGLE LIMIT (Ea accident)	\$1,000,000
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident)	
	<input type="checkbox"/> SCHEDULED AUTOS						PROPERTY DAMAGE (Per accident)	
	<input checked="" type="checkbox"/> HIRED AUTOS							
	<input checked="" type="checkbox"/> NON-OWNED AUTOS							
A	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR			XKS-85528-00	9/1/2020	9/1/2021	EACH OCCURRENCE	\$5,000,000
	<input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE	\$5,000,000
	DEDUCTIBLE							
	RETENTION \$							
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS	OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)		N/A				E. L. EACH ACCIDENT	
	If yes, describe under						E. L. DISEASE - EA EMPLOYEE	
							E. L. DISEASE - POLICY LIMIT	
B	PARTICIPANT ACCIDENT MEDICAL			BAX-314810-00	9/1/2020	9/1/2021		\$100,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

This certificate is issued on behalf of Illinois Youth Soccer Association & KOPION FC. Certificate Holder is Additional Insured as respects the operations of the Named Insured for sanctioned activities of the state association. CGL General Aggregate is on a per event basis.

CERTIFICATE HOLDER

Wheaton Park District
1777 S. Blanchard Street
Wheaton, IL 60189

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Scott Fumal

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Wheaton Park District
Application for Outdoor Athletic Areas

Date of Application: 4/1/2021

Name of Park Desired: Whittier, American Legion, Kelly, Briar Knoll (Park)

Location/ Field Desired: Soccer Field

Day(s) of the Week Desired: Various days

Exact Date(s) Desired: April 5th- June 13th

Exact Time Desired: _____ Text _____
Text

Name of Organization: Kopion FC

Purpose or use: Soccer

No. of People in Group: Varies by team- rosters attached

Do the majority (70%) reside within the Wheaton Park District? yes all teams

Special Arrangements: _____

Person In-Charge: Rudy Keller Email Address: rudu_keller@sboglobal.net

Address: 915 W. LIBERTY ST. City: Wheaton St: IL Zip: 60187

Home Phone: _____ Work Phone: _____ Cell Phone: 630-465-9723

Alternate Contact: Janet Alman Email Address: jalman040608@gmail.com

Home Phone: _____ Work Phone: _____ Cell Phone: 630-306-3645

I, the undersigned, have read, understand and agree to abide by the Wheaton Park District/DuPage County Forest Preserve District* rules, regulations and guidelines. I am also aware that in renting an athletic area for myself and/or other participants, I invite for participation in the above rental, I will be waiving and releasing all claims for injuries my participants or I might sustain arising out of the above rental. I agree that while we use the park district facilities we will not discriminate on the basis of disability.

Rudy Keller [Signature] 4/1/2021
Print Name Signature Date

=====

OFFICE USE ONLY Approved: _____ Disapproved: _____ Deposit: _____ Rental: _____
Wheaton Park District Staff: _____ Date: _____ /AOAA.FORM

Wheaton Park District
"Zach's Law" Acknowledgement

I Rudy Keller acknowledge that I have received a copy of "Zach's Law" as of the date of my signature as noted below.



Signature

4/1/2021

Date

Kopion FC

Organization

WHEATON PARK DISTRICT, 1777 S. Blanchard., WHEATON, IL. 60189
OUTDOOR ATHLETIC PERMIT

PERMISSION IS GRANTED TO:	RUDY KELLER
ORGANIZATION:	KOPION FOOTBALL CLUB
ADDRESS:	915 W LIBERTY ST WHEATON, IL 60187
PHONE:	630-465-9723
FOR THE USE OF:	SOCCER FIELDS
PARK:	american legion, briar knoll, kelly, whitter
ON THE FOLLOWING DATES:	4/5-6/13
TIME:	430-730PM M-F, 8AM-6PM SAT, SUN
FOR:	PRACTICES AND GAMES

Rental Fee:

= FEES CALCULATED AFTER SEASON IS COMPLETE

Total Amount Due = TBD

Note: Rental fee and Certificate of Insurance is due before start date.

CONDITIONS:

1. The undersigned and/or group shall abide by all rules, regulations and conditions established by the Wheaton Park District
2. The Wheaton Park District has the right to cancel the Use Permit without liability (for due cause).

I hereby agree to the above conditions:



Signature of Representative

Name of Organization: KOPION FOOTBALL CLUB

Date: 4/7/21

Comments:

PERMIT IS NOT VALID WITHOUT SIGNATURE

Approved: **TONI GIOVENCO**

Wheaton Park District Staff

WHEATON PARK DISTRICT,
1777 S. Blanchard., WHEATON, IL 60189

What is the counselor-to-camper ratio?

ACA standards require different ratios for varying ages and special needs. Generally, the ratios at resident camps range from: One staff member for every five campers ages 4 and 5; one staff member for every six campers ages 6 to 8; one staff member for every eight campers ages 9 to 14; and one staff member for every 10 campers ages 15 to 17. At day camps the ratios range from: one staff member for every six campers ages 4 and 5; eight campers ages 6 to 8; one staff member for every 10 campers ages 9 to 14; and one staff member for every 12 campers ages 15 to 17. ACA standards also include the need to train staff to minimize 1:1 camper/staff interactions when out of sight of others.

Camper Age	Number Staff	Day-only Campers
5 years and younger	1	6
6–8 years	1	8
9–14 years	1	10
15-18 years	1	12

