



WHEATON PARK DISTRICT
Administration Office
102 E. Wesley St.
Wheaton, IL. 60187
(630) 665-4710

WHEATON PARK DISTRICT
Community Center
1777 S. Blanchard
Wheaton, IL. 60189
(630) 690-4880

Adopted: April 2002
Amended: June 2011
Amended: October 2015
Amended: July 2019
Updated June 2020

WHEATON PARK DISTRICT OUTDOOR ATHLETIC AREAS FEE SCHEDULE AND USAGE POLICY

GROUP CATEGORY	BALL FIELD/ NATURAL GRASS AREAS WEEK DAY DAYTIME USAGE MONDAY - FRIDAY	BALL FIELD/ NATURAL GRASS AREAS EVENING 5P/WEEKEND USAGE – NO LIGHTS	BALL FIELD/ NATURAL GRASS AREAS EVENING 5P/WEEKEND USAGE – WITH LIGHTS	GRAF PARK SYNTHETIC TURF FIELD	GRAF PARK SYNTHETIC TURF FIELD – WITH LIGHTS
A	\$25/hour	\$30/hour	\$60/hour	\$80/hour	\$110/hour
B	\$40/hour	\$45/hour	\$80/hour	\$95/hour	\$130/hour
C	\$45/hour	\$55/hour	\$90/hour	\$110/hour	\$145/hour

Reservations are for one (1) hour time periods.

POLICY STATEMENT
REGARDING USE OF OUTDOOR ATHLETIC AREAS

I. RENTAL CATEGORIES

- A. Resident: Youth/Adult Serving Groups who reside within park district boundaries. (Boy Scout, Girl Scout, Church Groups)
- B. Nonresident: Youth/Adult serving groups/individuals who reside outside park district boundaries. Organizations that have formal non-for-profit status in the state of Illinois.
- C. Commercial: Individuals, groups and organizations within the park district as well as out of district, for the purpose of monetary gain. Nonresident organizations that are unable to prove formal non-for-profit status in the state of Illinois

Certificate of Insurance (Updated June 2020)

Must provide a current Certificate of Insurance with Wheaton Park District listed as Additionally Insured & listed as Certificate Holder with General Liability of \$1,000.000 /minimum

*Additional Fees may be applied for maintenance cost and or supplies. Fee would include but not limited to chalk and surface material. Additional fees may be applied for maintenance to layout and stripe a field that is not normally used by a Wheaton Park District program.

A group or organization from within the park district is defined as having 70% of its members residing in Wheaton Park District.

A group or organization is charged the Non-Resident or Commercial rate. In order for a group or organization to be charged the resident rate, the group or organization must provide a list/ roster of participants with addresses that proves that the group has a majority of its members residing in Wheaton Park District boundaries.

II. SCHEDULING

- A. Park District programs and activities have priority over all others, and, if necessary, will supersede a group's activity.
- B. Any regular extended use of a particular athletic area(s) may be scheduled three (3) months in advance in writing. These will be approved **only after** regular Park District seasonal programs have been scheduled.
- C. Once presented and approved, any changes may be made only with approval of the Park District.
- D. Approval and scheduling will be based on the availability of an outdoor athletic area and consistent with the Wheaton Park District Statement of Objectives by Priorities. (See #IV)
- E. Baseball and Softball fields will open no earlier than April 1st, weather permitting.
- F. Athletic Turf Grass fields will open no earlier than April 10th for practices.
- G. Athletic Turf Grass fields will open no earlier than the third weekend of April for games.
- H. No tournament should be scheduled before May 15.

III. Key Usage

- A. No groups shall duplicate any Park District key without prior permission from the Park District.
- B. Each group shall submit in writing the name of those people in the group who will have keys, along with their home phone numbers. The Park District shall be notified of any changes, additions or deletions in the list as they occur.
- C. Keys may not be lent out to another organization at any time once a group has permission to use them.

IV. STATEMENT OF OBJECTIVES BY PRIORITIES

After the Wheaton Park District programs, leagues and teams have been scheduled and field needs have been determined for each season, available time slots will be opened for rentals based on the priority list.

Field availability is based on the user priority list, field conditions, weather and resting schedule.

Priority List:

1. To provide athletic opportunities and facilities for Wheaton Park District sponsored athletic programs, leagues and tournaments.
2. To provide athletic facilities for School District #200, and other schools residing in Wheaton, sponsored athletics-programs.
3. To provide athletic facilities for adults and families who are residents of Wheaton Park District.
4. To provide athletic facilities for youth serving organizations with a minimum of 70% residency within their roster/program list.
5. To provide athletic facilities for other organizations and non-resident groups.

V. RESERVATION PROCEDURE

- A. Application for use of outdoor athletic areas may be made in person at the Wheaton Park District Administration Office, 102 E. Wesley St., Monday through Friday from 8:30 am to 4:30 pm, or the Community Center, 1777 S. Blanchard, Monday through Friday 5 am to 10 pm, Saturday, 7 am to 7 pm and Sunday 8 am to 6 pm.
- B. Written application must be made on the form provided by the Park District and signed by the adult assuming responsibility for the group.
- C. Applications may be made up to six (6) months in advance but should not be made less than eight (8) days in advance of requested date.
- D. Full payment of rental fee is due no less than eight (8) days prior to use of the facility. (Late payment will result in a late fee of \$20).
- E. The supplying of inaccurate information on the permit or violation of park rules will be cause for revocation of permit. No refund will be granted.
- F. Permits must be approved by the Director of Athletics, Assistant Director of Athletics, or by one of the Athletic Managers. One copy of the approved permit is given to email or mailed to the person making the reservation and one copy is kept on file.
- G. Reservations are for one (1) hour time periods. Additional time may be reserved at one (1) hour time blocks.
- H. Rental charges are subject for periodic change.
- I. Permits are mandatory for all athletic grass turf game fields and athletic grass turf fields at American Legion, Atten Park, Briar Patch Park, Graf Park, Northside Park and Seven Gables Park. Permits are not mandatory for non-game fields in parks other than American Legion, Atten Park, Briar Patch Park, Graf Park, Northside Park and Seven Gables Park but do guarantee a designated athletic area. An athletic grass turf game field is one that lined for a particular sport.
- J. Permits are not mandatory for groups under 20 people for non-game fields that are not located in American Legion, Atten Park, Briar Patch Park, Graf Park, Northside Park or Seven Gables Park, but do guarantee a designated athletic area.
- L. No permits are issued for holidays or holiday weekends.
- M. Cancellation of a reservation must be received at least five (5) days prior to the reserved time. Failure to comply with this requirement will result in loss of the rental fee. In case of inclement weather, the rental fee will be returned, or an alternate date may be scheduled.

- N. The park district reserves the right to terminate or reschedule any and all permits for any reason deemed to be in the best interest of the District. Disorder amongst patrons may be grounds for cancellation of a permit and subsequent denial of future permits.
- O. Organizations obtaining permits must provide a certificate of insurance naming the Wheaton Park District and DuPage County Forest Preserve District* as the certificate holder and as additionally insured for public liability insurance. The insurance shall be commercial general liability insurance with "occurrence" based covered protecting the Wheaton Park District and DuPage County Forest Preserve District* against all liability claims which may arise during the course of using the outdoor athletic area. The limits of liability shall not be less than One Million Dollars (\$1,000,000.00) each occurrence/bodily injury/property damage combined single limit and Three Million (\$3,000,000.00) aggregate bodily injury/property damage combined limit. All such policies shall be primary and not require contribution from the Wheaton Park District or Forest Preserve District's* insurance. This must be given to the Athletic Department at least eight (8) days prior to the field/court usage.

VI. RULES GOVERNING USE OF ATHLETIC AREAS

- A. Adequate adult supervision, as determined by the Executive Director of the Wheaton Park District, must be provided at all times. Renting organizations may be required to employ officers of the Wheaton Park District.
- B. All groups or individuals using outdoor athletic facilities will be responsible for any set-up they may require and for the clean and orderly condition of the facility after their scheduled use.
- C. Set-up service may be arranged by indicating so on application under special arrangements. An additional charge will be assessed for set-up/clean-up service.
- D. Any use of loud speakers or public address instruments is prohibited except by special written permission from the Park District.
- E. The posting of advertisements is not permitted except in designated areas and upon approval of the Park District.
- F. No permit will be issued to an individual or group who will be charging admissions or fees on a regularly scheduled basis with the purpose of private monetary gain except by special written permission from the Park District. If an organization, group or individuals choose to run a concession stand requiring cooked food items must obtain a Health Department permit.
- G. Alcoholic beverages are prohibited by law on Park District property.
- H. Smoking and Vaping is prohibited at/by athletic areas.
- I. Gambling, lotteries or raffles are not permitted.
- J. If the area is left in such a condition as to require additional maintenance by the Park District or Forest Preserve District*, the individual signing the permit shall be billed for this expense.
- K. The Park District and DuPage County Forest Preserve District* will assume no responsibility for any accident or losses of property.
- L. All applicants agree to abide by all Wheaton Park District, and applicable DuPage County Forest Preserve District* Ordinances and rules, athletic field guidelines, regulations or procedures pertaining to the use of Park District facilities.
- M. Any organization, group or individual wishing to use motorized vehicles within designated park boundaries must obtain written permission from the Park District and Forest Preserve District* eight (8) days prior to rental date and provide additional insurance coverage.
- N. At time of reservation, a permit will be issued. Bring the permit with you to the athletic area in order to eliminate any conflicts. Those individuals with permits will have priority over facility usage.

- O. All Wheaton Park District parks close at dusk unless otherwise posted.
- P. Requests for the lighted outdoor athletic areas must be made at the time of the field application.
- Q. Organizations obtaining permits must provide a certificate of insurance naming the Wheaton Park District and DuPage Forest Preserve District* as the certificate holder and as additionally insured for public liability insurance. This must be given to the Athletic Department at least eight (8) days prior to the field/court usage.
- R. Please be aware that the signer of the application is waiving and releasing all claims for injury for themselves and to the others of his/her group that might arise out of the rental. The Wheaton Park District and DuPage County Forest Preserve District* shall assume no responsibility for any accident, theft or loss of property. The renter shall hold the Wheaton Park District and DuPage County Forest Preserve District* Board and staff members harmless for any costs or liability resulting from activities or programs of the renter. Applications must be completed in full and signed by an adult (21 years or older) who must assume responsibility for the group and be present during the entire rental period. Inaccurate information will result in cancellation of the permit with the loss of rental charges and/or deposits.
- S. Individuals, groups, and organizations must agree not to discriminate on the basis of disability, in accordance with the American with Disabilities Act, while utilizing any park district facility.
- T. Athletic usage policies are subject to change without prior notice.

** Applicable only to athletic field rentals at Danada South.*

**Graf Park
Synthetic Turf Field Rules**

Please help to protect this community asset by observing the following rules.

- Field use requires a permit. See field rental information.
- Water only. No other food or drinks, including but not limited to soda, sport drinks, sunflower seeds, gum, or chewing tobacco is allowed on the synthetic turf. Glass containers are prohibited.
- Smoking is prohibited.
- Metal spiked shoes are not allowed on the synthetic turf. Clean athletic shoes (free of mud) and plastic cleats are permissible.
- Only freestanding field markers and sports equipment may be used on the synthetic turf. No stakes, posts, poles or markers of any kind may be driven into the field.
- Tables and chairs are not allowed on the synthetic turf.
- Portable soccer goals may be moved by Park District personnel only.
- Golfing, shot putting, javelin or discus throwing is prohibited on the synthetic turf.
- During athletic competitions all spectators shall remain in designated spectator areas.
- Whenever you hear thunder or see lightning, all activity must be suspended, and all persons should move to a place of safety until 30 minutes after the last time you see lightning or hear thunder.
- Wheeled devices, including but not limited to motorized vehicles, bicycles, wagons, inline skates, scooters and skateboards are not allowed on the synthetic turf.
- Pets are not allowed on the turf field.

Report any damage or vandalism to the Wheaton Park District by calling the Community Center at (630) 690-4880.

Synthetic Turf Field Rentals

The synthetic turf field and the field lighting are available for rental. A permit is required for organized team activities. Individuals/ Groups wishing to use the synthetic turf field must obtain a permit to use the field. Please contact the Wheaton Park District at (630) 668-3371 for fees and availability.

Thank you for your cooperation!

Wheaton Park District
Athletic Field Use Guidelines

We are all committed to provide high quality, safe playing surfaces for our multi-use athletic facilities, but we need the help and consideration of all user groups in protecting the turf from excessive damage due to game and practice activities. The turf grass is the safety surface for the athletic fields.

During the spring before soil temperatures are warm the roots of grass are shallow and the blades are still dormant, any twisting or turning on the turf can cause damage. Therefore, the turf can be easily damaged with heavy play and little moisture due to the shallowness of roots.

The following athletic areas open for the season for practice, weather permitting, on:

1. Baseball/Softball: April 1st
2. All Athletic Turf Grass Fields: April 10th

All Athletic Turf Grass fields will open for the season for games the Third Weekend in April.

If any of the following conditions occur, scheduled games and practices must be canceled or postponed.

1. Standing water on the field of play.
2. Soil Saturation:
 - Walking on turf causes water to surface
 - Walking on turf on heels causes indentations
 - One inch or more of rain 48 hours prior to scheduled game or practices accompanied by steady rain on game or practice day.
 - Steady downpour of rain on game or practice day which could cause damage to turf or injury to participants.
3. Extreme drought conditions where 50% of the playing surface has turned dormant.
4. Audible thunder or visible lightning.
5. Visibility (darkness)

All coaches, referees, and umpires are responsible for insuring the safety of field playing conditions at all times during the scheduled play. *Safety implies protection of the resource, as well as the participants.*
No tournament should be scheduled before May 15.

Wheaton Park District
Board of Commissioners



**Wheaton Park District
Application for Outdoor Athletic Areas**

Date of Application: Feb. 8, 2021
Name of Park Desired: Cicaf Park (Park)
Location/ Field Desired: Turf
Day(s) of the Week Desired: _____
Exact Date(s) Desired: Sat March Please see attached
Exact Time Desired: _____
Name of Organization: West Suburban Turf / Wheaton Rams
Purpose or use: Tackle Football games
No. of People in Group: 24 men roster
Do the majority (70%) reside within the Wheaton Park District? Yes

Special Arrangements: _____

Person In-Charge: Brenden Lane Email Address: B.Lane53@hotmail.com
John Hovon
Address: 811 Ottawa Ct City: Cubati St. IL Zip: 60188
Home Phone: _____ Work Phone: _____ Cell Phone: 616 550-8791
Alternate Contact: _____ Email Address: B-Lane53@hotmail.com
Home Phone: _____ Work Phone: _____ Cell Phone: 630-709-7291

I, the undersigned, have read, understand and agree to abide by the Wheaton Park District/DuPage County Forest Preserve District's 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.

Brenden Lane [Signature] 2/8/2021
Print Name Signature Date

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



Wheaton Park District Field Use Guidelines Agreement
All Sports COVID-19 Guidelines
Updated August 15, 2020, September 3, 2020, February 12, 2021

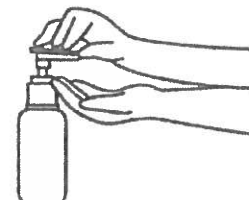
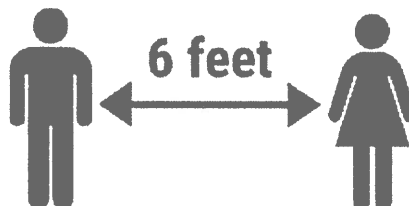
The Wheaton Park District has issued the following guidelines for athletic field usage:

- Fields will be coordinated with Adam Lewandowski - Wheaton Park District Athletic Manager
- Must submit a Certificate of Insurance with the following criteria to Adam Lewandowski
 - 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
- Wheaton Park District will issue field permit(s)
- All rates listed on the Outdoor Area Usage Application will be applicable
 - Additional fees may include
 - Banners for COVID guidelines, face masks banners etc. - \$50-\$100 per banner depending on size
 - Port a Potty costs
 - Parks or Athletic material and labor
 - Supervision
- Rates:

GROUP CATEGORY	BALL FIELD/ NATURAL GRASS AREAS WEEK DAY DAYTIME USAGE MONDAY - FRIDAY	BALL FIELD/ NATURAL GRASS AREAS EVENING SP/WEEKEND USAGE - NO LIGHTS	BALL FIELD/ NATURAL GRASS AREAS EVENING SP/WEEKEND USAGE - WITH LIGHTS	GRAF PARK SYNTHETIC TURF FIELD	GRAF PARK SYNTHETIC TURF FIELD - WITH LIGHTS
A	\$25/hour	\$30/hour	\$60/hour	\$80/hour	\$110/hour
B	\$40/hour	\$45/hour	\$80/hour	\$95/hour	\$130/hour
C	\$45/hour	\$55/hour	\$90/hour	\$110/hour	\$145/hour

- 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.
 - o <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 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 Sprint • 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 trainings 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
Lower-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.
Higher-Risk	Level 3	Level 2	Level 1	Outdoor sporting activities may continue at 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.
 - 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
 - a. when actively eating or drinking,
 - b. people with medical conditions or disabilities that prevent them from safely wearing a face covering,
 - c. Individuals younger than 2 years of age, and
 - 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.

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

On behalf of West Suburban 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 - West Suburban 707 Club LLC.

Mike Benard
Executive Director

Renter Representative

BRANDON LANE
Name (Print)

Director
Title



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

09/10/2020

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 have ADDITIONAL INSURED provisions or 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. 1712 Magnavox Way Fort Wayne IN 46804	CONTACT NAME: Mass Merchandising Underwriting	
	PHONE (A/C, No, Ext): 1-800-426-2889	FAX (A/C, No): 1-260-459-5105
	E-MAIL ADDRESS: info@sportsinsurance-kk.com	
	PRODUCER CUSTOMER ID:	
	INSURER(S) AFFORDING COVERAGE	
INSURED West Suburban 7 on 7 Club LLC. 6801 West Roosevelt Rd Berwyn, IL 60402 A Member of the Sports, Leisure & Entertainment RPG	INSURER A:	Nationwide Mutual Insurance Company
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER: W01840372

REVISION NUMBER:

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	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	X		6BRPG0000007258600	09/10/2020 5:36 PM EDT	09/10/2021 12:01 AM	EACH OCCURRENCE	\$2,000,000
							DAMAGE TO RENTED PREMISES (Ea Occurrence)	\$1,000,000
							MED EXP (Any one person)	\$5,000
							PERSONAL & ADV INJURY	\$2,000,000
							GENERAL AGGREGATE	\$5,000,000
							PRODUCTS - COMP/OP AGG	\$2,000,000
							PROFESSIONAL LIABILITY	\$2,000,000
							LEGAL LIAB TO PARTICIPANTS	\$2,000,000
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NOT PROVIDED WHILE IN HAWAII <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			6BRPG0000007258600	09/10/2020 5:36 PM EDT	09/10/2021 12:01 AM	COMBINED SINGLE LIMIT (Ea accident)	\$2,000,000
							BODILY INJURY (Per person)	
							BODILY INJURY (Per accident)	
							PROPERTY DAMAGE (Per accident)	
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION						EACH OCCURRENCE	
							AGGREGATE	
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					PER STATUTE <input type="checkbox"/> OTHER	
							E.L. EACH ACCIDENT	
							E.L. DISEASE - EA EMPLOYEE	
							E.L. DISEASE - POLICY LIMIT	
A	<input type="checkbox"/> MEDICAL PAYMENTS FOR PARTICIPANTS			6BRPG0000007258600	09/10/2020 5:36 PM EDT	09/10/2021 12:01 AM	PRIMARY MEDICAL	
							EXCESS MEDICAL	\$100,000

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

Sexual Abuse or Sexual Molestation Liability - \$1,000,000 each occurrence (included above)/\$1,000,000 aggregate (included above)

Legal Liability to Participants (LLP) limit is a per occurrence limit.

Sport(s): Football (Flag & Touch) Age(s): 12 and under, 13-15

The certificate holder is added as an additional insured, but only for liability caused, in whole or in part, by the acts or omissions of the named insured.

CERTIFICATE HOLDER

Wheaton Park District
1777 S. Blanchard St
Wheaton, IL 60189
(Owner/Lessor of Premises)

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

Coverage is only extended to U.S. events and activities.

** NOTICE TO TEXAS INSURED: The Insurer for the purchasing group may not be subject to all the insurance laws and regulations of the State of Texas

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – DESIGNATED
PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)
Wheaton Park District 1777 S. Blanchard St Wheaton, IL 60189
Named Insured: West Suburban 7 on 7 Club LLC.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

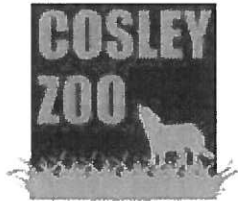
Donna Siciliano

From: Sue Wahlgren
Sent: Wednesday, March 3, 2021 4:35 PM
To: Mike Benard
Cc: Donna Siciliano
Subject: Veterinary contract
Attachments: Veterinary contract signed 2021.pdf

Mike:

Attached is the 2021 veterinary contract for your signature. Sorry about the delay, it took me several weeks to get it back from the vets. Once signed, could you please return it to me so I can ensure everyone has a copy.

Thanks much.



Sue Wahlgren | Director



630.510.5035 | cosleyzoo.org

A Lifetime of Inspiration Begins Here

1356 N. Gary Ave., Wheaton IL 60187 | swahlgren@wheatonparks.org

A Facility of Wheaton Park District.

ACCREDITED BY THE
**ASSOCIATION
OF ZOOS &
AQUARIUMS**

Follow us:  

COSLEY ZOO
VETERINARY CONTRACT 2021
Tawnia Zollinger, DVM Animal Medical Clinic
Laura Meals, DVM

Term of contract:

This contract shall remain in effect until mutually terminated or revised. The contract is to be reviewed on an annual basis.

The following terms are agreed upon:

Veterinary Staff:

Tawnia Zollinger DVM, of the Animal Medical Clinic will be the primary veterinarian for Cosley Zoo. Veterinarians employed at the Animal Medical Clinic will assist with procedures performed at the clinic when Dr. Zollinger is not available. For any veterinary work performed at the zoo, Laura Meals DVM, will serve as an additional consulting veterinarian and will participate equally in routine on-site visits. In the absence of both Dr. Zollinger and Dr. Meals, Dr. Elise Ciribassi will serve as the back-up veterinarian. For large animals except equine, Dr. Lynda Gould, Ashton Animal Clinic will be used. For equine work, Dr. Heather Huffman of the Illinois Equine Field Service will be called. All veterinary services are to be coordinated by the primary veterinarian except in critical or emergency situations where a veterinarian must be contacted.

Zoo Staff:

The veterinarian(s) will work and communicate directly with the Animal Curator or staff designated by the Zoo Director.

Routine Rounds:

The veterinarian is to make rounds of the zoo every other week at a designated time. Any change in the designated time must be agreed upon between the veterinarian and the Animal Curator or Zoo Director in advance. Rounds will be completed with the Animal Curator or staff designated by the Zoo Director or Animal Curator.

Emergency Service:

A veterinarian will be on call 24 hours per day, seven days a week for any emergencies. Expected response times will vary from 5 – 20 minutes depending on the time and day.

Record Keeping – ZIMS

- Dr. Zollinger, Dr. Meals and Dr. Ciribassi will be given access to create and read medical records in ZIMS.
- The veterinarians named above will be provided with training from Cosley Zoo staff to access and complete medical records in ZIMS.

- Drs. Zollinger, Meals and Ciribassi agree to not give out their passwords or use another person's username and password at any time.
- Drs. Zollinger, Meals and Ciribassi will make good faith efforts to enter accurate information within two weeks of the procedure/exam, not knowingly entering inappropriate or inaccurate information into ZIMS.
- Drs. Zollinger, Meals and Ciribassi agree to not distribute ZIMS information to anyone outside of Cosley Zoo staff without prior approval from the Zoo Director.

Services Provided:

Dr. Zollinger in cooperation with Dr. Meals is to perform or coordinate:

- Physical examinations and vaccinations
- Assistance with the evaluation of diets
- Oversight of the use of chemical immobilization by the zoo staff
- Keep accurate medical records and provide copies of non-ZIMS records to the zoo in a timely manner (less than two weeks)
- Evaluation of quarantine and isolation procedures
- Evaluation of disease/zoonoses prevention programs
- Necessary lab work and interpretation
- Gross necropsies and findings
- Euthanasia
- Procurement and proper administration of drugs
- Examination of medical records of any new animal prior to acquisition
- Any necessary treatment or surgery
- At a minimum, annually review preventative health protocols, nutrition and morbidity and mortality to identify any potential trends or issues

Compensation:

The two consulting veterinarian(s) will be compensated for their normal rounds via a retainer of \$500/month for their services (\$250/veterinarian). This retainer will cover the following services:

- Regular rounds (two visits per month, two-four hours per visit)
- Annual wildlife vaccinations
- On-site examinations during regular rounds
- On or off-site examinations of animals outside of regular rounds that have previously been diagnosed with a medical condition that requires rechecks for the same issue within two months of the original diagnosis
- Gross necropsy (time and service)
- All phone, e-mail, text, or other forms of remote communication consultations concerning medical management of animals

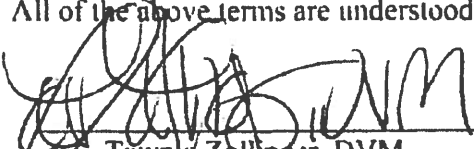
Other services provided by Dr. Zollinger, Dr. Meals and Dr. Ciribassi will be billed on a monthly basis, as follows:

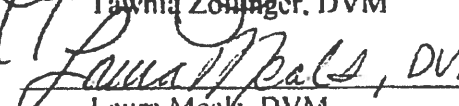
- All surgical procedures and lab fees will be provided at a 25% discount off of regular clinic fees

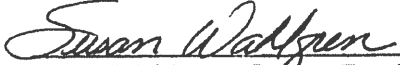
- Food and medications will be provided at the discounted rate of clinic cost plus 10%
- Any initial on or off-site examinations conducted outside of normally scheduled rounds will be billed separately by each veterinarian at \$55 per examination. As noted in "compensation", follow-up examinations from the initial diagnosis will be included at no cost for up to two months. If the medical condition persists for more than two months, each subsequent on or off-site examination (beyond two months) will be billed at \$33 per visit.

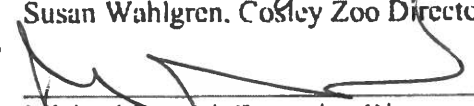
All services provided by the other veterinarians will be billed by their clinics at their normal rates on a monthly basis.

All of the above terms are understood and agreed upon.


Tawnia Zollinger, DVM


Laura Meaks, DVM


Susan Wahlgren, Cosley Zoo Director


Michael Benard, Executive Director
Wheaton Park District

3/4/2021

Date

SLW
Revised 01/2021

