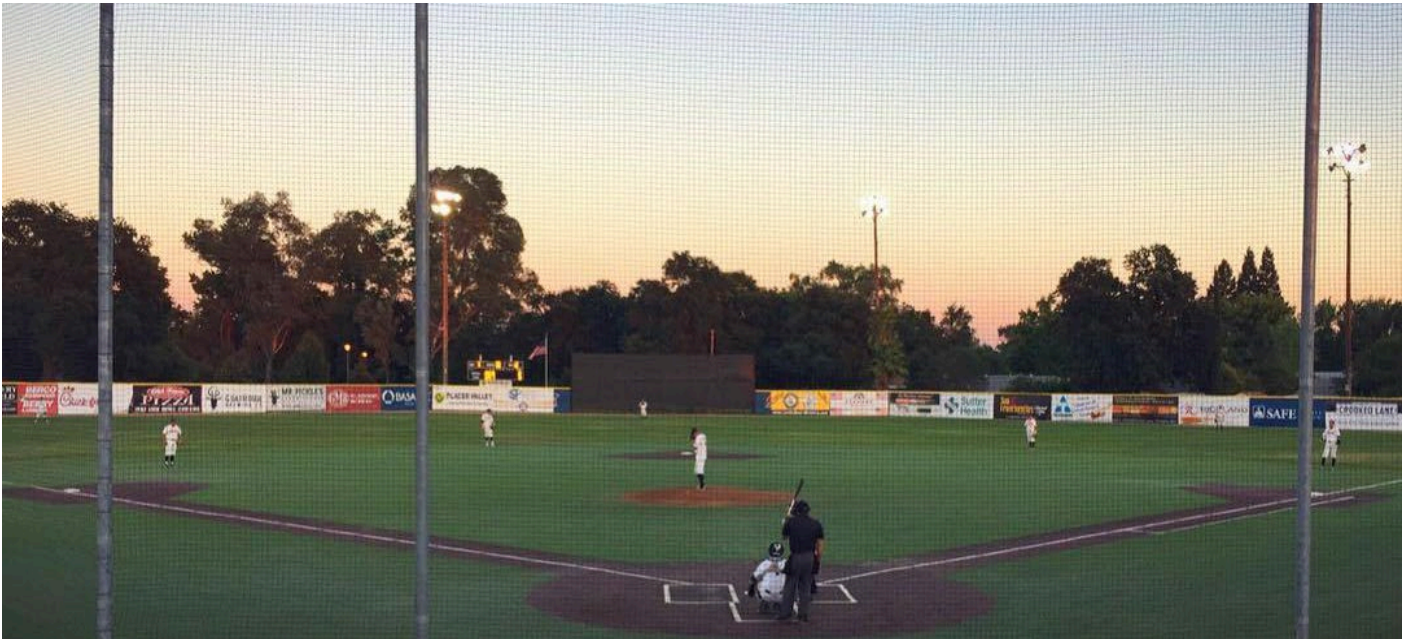


# CITY OF LINCOLN FACILITY USE PACKET

## McBEAN STADIUM



**65 McBean Park Drive, Lincoln, CA**



**CITY OF LINCOLN PUBLIC SERVICES DEPARTMENT  
RECREATION DIVISION**

2010 FIRST STREET  
LINCOLN, CA 95648

Office: 916-434-3220 / Fax: 916-434-8057

# McBEAN STADIUM

With recent renovations that include an artificial turf infield, Bermuda grass outfield, improved bleacher seating & fencing, McBean Stadium is once again one of the premier baseball facilities in the Sacramento region. First established in 1925, McBean Stadium got its roots when World War II ended and a group of workers from the Gladding-McBean clay works factory formed a league known as the Placer-Nevada Baseball League. Eight teams comprised the league and the Lincoln Potters played home games at what was considered the best field in the league for featuring groomed grass, grandstands and lights. Today, McBean Stadium serves as home to the Lincoln Potters of the California Collegiate League, William Jessup University Baseball, and Lincoln Little League.

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## FEE SCHEDULE

Damage Deposit	\$1,000
Matinee (weekdays before 4pm)	\$55/hr
Prime Time (weekdays after 4pm, weekends & holidays)	\$80/hr
Lights	\$30/hr
Maintenance *	\$130/hr

\* Fee per man hour for maintenance to be withheld from damage deposit should the non-compliance with any guidelines, rules, regulations or procedures require the attention of City staff.

## RULES & REGULATIONS

- Curfew is 10:00 pm
- Smoking is PROHIBITED
- Metal cleats are PROHIBITED
- Glass containers are PROHIBITED
- Shelled seeds or nuts are PROHIBITED
- Motor vehicles of any kind are PROHIBITED
- The sale of, possession of, and/or consumption of alcohol is by PERMIT ONLY
- NO ANIMALS, except trained service animals

***FAILURE TO COMPLY WITH THE GUIDELINES OF ANY POLICY, RULE, REGULATION OR PROCEDURE HEREIN MAY RESULT IN FORFEITURE OF YOUR DAMAGE DEPOSIT, AN ADDITIONAL FINE TO COVER COSTS, CANCELLATION OF YOUR EXISTING PERMIT(S), AND/OR LOSS OF ALL FUTURE RENTAL/ALLOCATION PRIVILEGES.***

***IT IS THE RESPONSIBILITY OFF EACH USER GROUP TO ENSURE THAT ALL COACHES/PARENTS/PARTICIPANTS UNDERSTAND, ABIDE BY, AND ENFORCE THESE POLICIES & PROCEDURES.***

## FIELD USE GUIDELINES

- All users are expected to leave the facility clean and orderly by removing all trash, debris, personal belonging, etc. from all areas of the facility after each use.
- All gates, including those leading underneath the bleachers, must be locked before leaving.
- Before each use, please check the field notification box on the wall of the storage room to see if any field conditions may be hazardous. City staff will check this box Mon – Fri and address all items in this box. This box is not for general maintenance items, only hazardous conditions for the next user. See the Facility Maintenance Protocol for general maintenance items or conditions that require immediate attention.
- A facility walkthrough with parks maintenance staff is required for all first-time users. Please contact Scott Boynton at 916-871-4309 to coordinate.

### **Bullpen Maintenance** – AFTER EACH USE BEFORE LEAVING

- Dirt areas must be raked, holes filled & tamped, and final raking completed to leave a smooth uniform surface.
- Tarps must be reinstalled over mounds and home plate areas.
- Clay is available in the storage room if needed along with tamps & rakes.

### **Infield Care**

- Use only “General Use” bases for all practices, clinics or camps. These are marked “General Use”. “Game Day” bases are marked “Game Day”.
- Bases shall be removed at the end of each practice or game and returned to the storage room.
- Once bases are removed, replace anchor plugs and sweep all infill material built up around bases back to a smooth uniform condition. Brooms are in the storage room.
- When taking batting practice, rubber mats located in the storage room must be used under the feet of the batter to avoid any unnecessary wear & tear to the turf.
- Use of metal cleats is prohibited.

### **General Stadium Care**

- All users are expected to leave the facility clean and orderly by removing all trash, debris, personal belonging, etc. from all areas of the facility after each use including under bleachers. A dumpster is located beyond the left field fence and trash can liners are located in the storage room to replenish liners in cans.
- Please walk the entire site to ensure all gates are locked and the facility is secure before leaving.

## **Parking Lot Care**

- Please ensure all trash, debris, personal items, etc. are removed and the parking lot is as clean as it was when you arrived. A dumpster is located beyond the left field fence if needed.
  - The parking lot is foul ball territory so park at your own risk.
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- **PLEASE REPORT ANY DAMAGE OR UNSAFE CONDITION TO THE CITY OF LINCOLN. SEE THE FACILITY MAINTENANCE PROTOCOL PROVIDED IN THIS PACKET AND DISPLAYED ON THE STORAGE ROOM WALL FOR DIRECTION.**
  - **IT IS IMPARATIVE THAT THE INCLEMENT WEATHER POLICY HEREIN IS ADHERED TO DURING PERIODS OF RAIN, INCLEMENT WEATHER, OR ANY OTHER TIME PLAYABILITY IS IN QUESTION.**

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## INCLEMENT WEATHER POLICY

City athletic fields have been designed and are maintained for the enjoyment and use of Lincoln residents. The purpose of this policy is to guide the use of City athletic fields, to prevent injuries and damage to the playing surface brought upon by inclement weather and/or unsafe playing conditions. An effective field maintenance program is essential for safe, quality fields and sport complexes. User groups are asked to help us by accepting and adhering to these rules. Groups who use the City athletic facilities are expected to assist in protecting their participants and fields during periods of rain or inclement weather.

### **Policy**

The City of Lincoln reserves the right to cancel or suspend field use permits when field conditions could result in injury to players or cause damage to the fields. Permits may also be cancelled when the health and safety of participants are threatened due to impending conditions, including but not limited to, heavy rains, smog alerts or pesticide application.

### **Procedure for Determining Field Playability & Informing the Public**

When there is inclement weather on a normal business day, the City's Public Works maintenance staff will assess the playability of the field to determine field playability. The designated City representative shall have the authority to close the field and this decision is not negotiable. If a field closure can be determined by 3pm, then City staff will notify affected user groups of field closures via email/phone. If status cannot be determined before 3pm or if it's not a normal business day, then fields shall be inspected by the user group at time of use to determine playability. In this case, the user group must employ the playability criteria used by City staff.

### **Criteria for Determining Field Playability at McBean Stadium**

The following information is the City policy regarding the use of McBean Stadium in wet conditions.

#### **Dirt Areas (pitching mounds and home plate areas of bullpens)**

The facility will be deemed unsafe and unplayable when any of the following conditions are present on any of the dirt areas of the field:

- There is standing water anywhere on the pitching mound or home plate area
- Your feet slip as you walk through the pitching mound or home plate area
- The depth of your footprint is greater than 1/2 inch on the pitching mound or home plate area

#### **Grass Areas (outfield)**

The facility will be deemed unsafe and unplayable when any of the following conditions are present on the outfield grass:

- There is standing water within the majority of a single playing position
- Your feet suction to the ground as you walk within the majority of a single playing position
- Your footprints fill with water in the majority of a single playing position
- Grass can be easily dislodged from the fields during play

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## FACILITY MAINTENANCE PROTOCOL

- Facility Maintenance Needs **“DURING” working hours** (M-F, 8am – 5pm)
  - If you have a concern &/or need regarding maintenance of a facility/park/field during regular work hours, please direct your call to the Public Services office at **916-434-2450** or email to [public.services@lincolnca.gov](mailto:public.services@lincolnca.gov). If emailing your request, please allow the next regular business day for response.
- Facility Maintenance Needs **“AFTER” working hours** (M-F, 5pm – 8am, and weekends)
  - If you have an immediate need regarding maintenance or repair at a facility/park/field after regular work hours, please direct your call to the Lincoln Police Department at **916-645-4040** to have the appropriate on-call staff person dispatched. If your need is not immediate, you may email Public Services at [public.services@lincolnca.gov](mailto:public.services@lincolnca.gov). If emailing your request, please allow the next regular business day for a response.

## CITY CONTACTS

### FACILITY RESERVATIONS

- Doug Brown, Recreation Manager
  - Office: 916-434-3222
  - Cell: 916-826-5659
  - Email: [douglas.brown@lincolnca.gov](mailto:douglas.brown@lincolnca.gov)

### MAINTENANCE

#### To Schedule Facility Walkthrough:

- Scott Boynton, Maintenance Services Manager
  - Office: 916-434-3245
  - Cell: 916-871-4309
  - Email: [scott.boynton@lincolnca.gov](mailto:scott.boynton@lincolnca.gov)

#### To Report Any Damage or Unsafe Conditions:

- See City of Lincoln Facility Maintenance Protocol

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#### To Return Facility Use Application

- Email to [douglas.brown@lincolnca.gov](mailto:douglas.brown@lincolnca.gov)
- Fax to 916-434-8057
- Drop off or mail to:

#### City of Lincoln Recreation

Attn: Doug Brown  
2010 First Street  
Lincoln, CA 95648

## FACILITY USE APPLICATION – McBEAN STADIUM

### APPLICANT INFORMATION

Organization Name: \_\_\_\_\_ Web Address: \_\_\_\_\_

Organization Address: \_\_\_\_\_

Primary Contact: \_\_\_\_\_ Title: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Secondary Contact: \_\_\_\_\_ Title: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### EVENT INFORMATION

Nature of Event / Title: \_\_\_\_\_

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

#### LIST FIELD USE TIMES FOR EACH DAY OF USE

MON	TUE	WED	THU	FRI	SAT	SUN

\* If your use request extends beyond one week and days and time vary, please attach a list of dates & times \*

### APPLICATION AGREEMENT

#### **RULES / REGULATIONS / COVID-19**

My signature below, as a representative of the organization named above, signifies that I have been informed of, read, and understand ALL the rules and regulations as outlined in the City of Lincoln Field Request & Allocation Packet.

Furthermore, I assume the responsibility of ensuring that the entire organization I represent abides by ALL conditions outlined. Finally, the organization agrees to adhere to and enforce all state & county guidelines and protocols related to COVID-19 as published by the California Department of Public Health and the Placer County Department of Health.

#### **INSURANCE**

The applicant shall procure and maintain public liability insurance against any loss or liability for damage which might result from or arising from its rental and use of the city's facilities, either to persons or property, of \$1,000,000.00 (one million dollars) combined with single limit. Such insurance shall name the City, its agents, officers and employees as additional insurers prior to the rental date(s) of the city's facilities.

#### **HOLD HARMLESS**

The applicant agrees to indemnify, defend and hold harmless the City of Lincoln, its agents, officers and employees, from any and all losses, costs, expenses, claims, liabilities, actions or damages arising out of the applicant's rental and use of the City's facilities, including but not limited to personal injuries up to and including death, exposure to communicable disease, and property damage of any kind, excepting only those damages caused by the City's sole negligence or intentional conduct.

\_\_\_\_\_  
*Organization Representative*

\_\_\_\_\_  
*Title*

\_\_\_\_\_  
*Date*