



## **RESOLUTION 2021-1119**

### **RESOLUTION ESTABLISHING AFFILIATE ASSOCIATION AGREEMENT**

WHEREAS, the Harrisburg Township Park District has established the Community / Affiliate Association / Intergovernmental Agreement Policy; and

WHEREAS, the Harrisburg Township Park District recognizes that certain organizations exist within the community whose purposes are to serve and enhance recreational opportunities for a specific purpose and group. These organizations provide for their own leadership and organizational and operational structure. Public recreational facilities and programs create a mutually beneficial environment in which to provide quality recreation for all the individuals served by the parties, as well as the general public.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE HARRISBURG TOWNSHIP PARK DISTRICT, SALINE COUNTY, ILLINOIS, AS FOLLOWS:

#### **I. DEFINITIONS**

The following words shall have the following meanings when used in this Policy.

“District” means HARRISBURG TOWNSHIP PARK DISTRICT.

“Board” means the Board of Commissioners of the District.

“Field” means any District owned athletic field, court, building, premises, or facility.

“Athletic Field / Facility Guide” means the District Athletic Field / Facility Use Policy and the District Athletic Field / Facility Guide.

“Participant” means any person registered for an Affiliate Association program.

“Agreement” means this Affiliate Association Agreement.

“Disaffiliate” means to end its official connection with.

“HYA” means Harrisburg Youth Association, Inc.

“SYSA” means Saline County Youth Soccer Association.

#### **II. PURPOSE**

The District recognizes that at times it is in the best interest of the community that the District work with outside organizations in coordinating, integrating, and consolidating the planning and provision of recreational facilities and programs when basic functions are compatible and public benefit may be derived. Through working relationships with outside organizations and joint efforts, each party can contribute to greater public service.

### III. POLICY / PROCEDURES

The District is willing to establish a working relationship and cooperative agreement with Harrisburg Youth Association, Inc. (HYA) and Saline County Youth Soccer Association (SYSA).

“Affiliate Association” shall mean any group or organization meeting the following qualifications and accepted by Resolution of the District:

- The group or organization shall have its own volunteer board with a set of bylaws adopted to guide their board in policy making decisions.
- The group or organization and its bylaws must be compatible with District philosophy.
- The group or organization shall conduct background checks on board members, coaches, managers, and any other persons, volunteers, or hired workers who provide regular service to the organization and/or have repetitive access to or contact with players or teams.
- The group or organization shall appoint a group representative to serve as the liaison between the group or organization and the District for purpose of scheduling, planning, and dealing with problems and issues that may arise. The group representative shall attend District Board meetings as needed.
- The group or organization shall require signed and dated waiver of liability, release to be completed by all participants (in the case of minors, by their parents or legal guardians) carrying language as specified by the District.

Affiliate Associations Shall:

- Act in a manner that best represents the Harrisburg Township Park District.
- Coordinate with Harrisburg Township Park District on any administrative tasks that need assistance.
- Act according to their bylaws.
- Hold regular meetings that are open, available, and accessible to the public.
- Properly maintain their website including, but not limited to:
  - Post Meeting dates, times, locations, agendas, and meeting minutes
  - Update any outdated information
- Provide Harrisburg Township Park District with proper Insurance as specified in the District Athletic Field / Facility Guide and follow the Athletic Field / Facility Guide.
- Advertise Registration Dates in a timely manner.
- Close Registration Dates on a date/time that will allow for other program functions (uniform orders, scheduling, coach selections/meetings, etc.) to be completed in a timely manner.
- Have a Coaches Meeting to effectively communicate all needed program information to coaches.
- Understand/Accept that any field improvements funded/paid for by the Affiliate Association are to benefit that facility as a whole and anyone who uses the facility and those improvements become property of Harrisburg Township Park District.

Affiliate Associations Shall Utilize the SportsEngine App:

- for all Registrations including participants, coaches, concession workers, and referees/officials
- to create and roster teams with coaches and participants
- to provide game schedules and/or practice schedules (if practices are scheduled)
- to communicate with coaches and participants
  - Weather Cancelations/Updates
  - General Announcements
  - Travel Tryout Information
  - Upcoming Registration Dates
- to provide Picture Day schedules and updates

Harrisburg Township Park District Shall:

- Assist in administrative duties as available.
- Assist in field maintenance and preparation as available.
- Provide the field to be utilized by the Affiliate Association.
- Act as Treasurer for Affiliate Association and all deposits and checks will be written out of the District's working cash checking account.

#### **IV. SPECIFIC AGREEMENTS**

Harrisburg Youth Association, Inc. will pay the following fees due in December of each year:

- Field Practice Rental Fees – Free
- Field Game Rental Fees - \$50.00 per day per field
- Lights Fee – Free
- Concession Stand Fee – Free

Saline Youth Soccer Association will pay the following fees due in December of each year:

- Yearly Facility Use and Maintenance Upkeep Fee – \$7,000.00
  - Includes Field Game Rental Fees and Field Practice Rental Fees
- Concession Stand Fee - Free

Affiliate Associations agree to adhere to the Harrisburg Township Park District Athletic Field / Facility Guide and all Harrisburg Township Park District ordinances, resolutions, or policies.

The term of the above Specific Agreements (Item IV.) shall be for a length of five (5) years. At the end of five (5) years both the District and Affiliate Association shall agree upon fee revisions.

#### **V. AMENDMENTS**

The term of this Agreement shall commence upon the latter of the respective dates set forth next to the signatures of District representatives and Affiliate representatives below. All policies, resolutions or ordinances of the Harrisburg Township Park District which may conflict with this resolution shall be, and they are hereby, repealed.

Harrisburg Township Park District has the right to disaffiliate with any Affiliate Association who does not comply with the provisions set forth in this Agreement.

**VI. HARRISBURG TOWNSHIP PARK DISTRICT SIGNATURES**

This resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED THIS 19TH day of November, 2021.

AYES: 3  
NAYS: 0  
ABSENT: 0

APPROVED THIS day of November 19, 2021.

Richard Rumsey  
Richard Rumsey, President

Doug Emery  
Doug Emery, Vice President

11/19/2021  
Date Signed

ATTEST:

Michael Williams  
Michael Williams, Secretary/Treasurer



**VII. HYA AFFILIATE ASSOCIATION SIGNATURES**

IN WITNESS WHEREOF, the parties have hereunto placed their hands and seals with the specific authority of their HYA Board.

PASSED THIS 5TH day of December, 2021.

AYES: 7

NAYS: 0

ABSENT: 2

APPROVED THIS day of December 5, 2021.

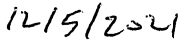


Blake Emery, President

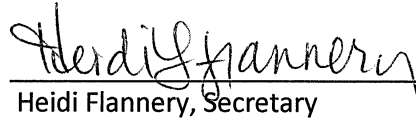


Damian Morris, Vice President

ATTEST:



Date Signed



Heidi Flannery, Secretary



**HARRISBURG  
YOUTH  
ATHLETICS**

**VIII. SYSA AFFILIATE ASSOCIATION SIGNATURES**

IN WITNESS WHEREOF, the parties have hereunto placed their hands and seals with the specific authority of their SYSA Board.

PASSED THIS 3RD day of January, 2022.

AYES: 5

NAYS: 0

ABSENT: 3

APPROVED THIS day of January 3, 2022.



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Greg McCulloch, President

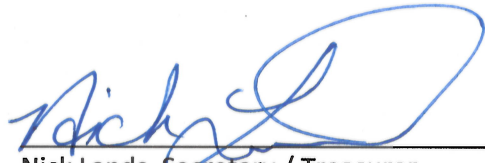


\_\_\_\_\_  
Jeff Cowsert, Vice President

ATTEST:



\_\_\_\_\_  
Date Signed



\_\_\_\_\_  
Nick Lands, Secretary / Treasurer

