

Attachment "A"
Keiller Park

The City of Willcox Facilities & Maintenance section of Public Services & Works will perform the following:

<p>Field # 1</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Drag and Dress</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Set Bases at _____</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Set Pitcher's plate at _____</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Construct pitcher's mound with the following specification: _____</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Discontinue Irrigation on _____</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Provide Concession Stand Key, Hy-CoM19</p> <p>Field # 2</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Drag and Dress</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Set Bases at _____</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Set Pitcher's plate at _____</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Construct pitcher's mound with the following specification: _____</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Discontinue Irrigation on _____</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Provide Concession Stand Key, Ace M1</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Provide Announcer Stand Key, Kwikset5</p>

<p>Field # 3</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Drag and Dress</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Set Bases at _____</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Set Pitcher's plate at _____</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Construct pitcher's mound with the following specification: _____</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Discontinue Irrigation on _____</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Provide Concession Stand Key, C0184 (Ace)</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Provide Announcer Booth Key, Kwikset 5</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Provide Light Key, Master 0702</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Provide Shed Key, M1 (Ace)</p>

Unless otherwise specified trash cans are emptied, restrooms are cleaned and restocked on a daily basis during weekdays.

Arrangements for additional tasks may be requested by speaking with the Facilities and Maintenance Supervisor or the Public Services & Works Director.

Special Arrangements:

The "Participant" is responsible for establishing control of the area(s) requested for use. The City of Willcox is not responsible for loss due to acts of God or vandalism or by actions of others not affiliated with the City of Willcox.

**Attachment “B”
Keiller Park Checklist**

The Participant agrees to perform the following tasks:

General

- Obtain appropriate keys one business day prior to the event, by 3:30PM.
- Return keys within two (2) business days of event conclusion.
- Learn how to use ball field lights.
- Learn how to use infield irrigation.

Prepare Ball Fields

- Place Chalk Lines
- Verify Base Placement

Vendor(s)

- Request to waive requirement for all vendors to have individual permits.

Cleaning

Cleaning consists of removing all litter,, sweeping and mopping concession stand and tying up garbage bags and placing them in the dumpster. All areas should be left in the same or better condition as received.

- Clean Restrooms
- Clean Dugouts
- Clean Ball Field Concession Stand
- Fill in holes in batter’s box
- Fill in holes at all bases
- Fill in holes in front of pitcher’s mound

If Serving Alcohol

- Obtain Special Event Liquor License with the Arizona Department of Liquor.
- Provide Liquor Liability Insurance in the amount of \$1,000,000 naming the City of Willcox as additionally insured.
- Provide Security approved by Willcox Public Safety Department.

- Participant is responsible for notifying Parks & Facilities Maintenance of items that need special attention or repair.
- All equipment or personal items belonging to the “Participant” shall be removed by 8:00 a.m. on the day following the event.
- Premises shall be left clean and in good repair or deposit will be surrendered. Others charges may be assessed if significant damage occurs.
- City of Willcox officials reserve the right to enter / inspect the premises during the event.
- The “Participant” is responsible for establishing control of the area(s) requested for use. The City of Willcox is not responsible for loss due to acts of God or vandalism or by actions of others not affiliated with the City of Willcox.

Contact information:

Public Services & Works -----766-4213
Facilities & Park Maintenance-----507-0442
On-call -----766-2201

