

City of Placentia
Consequences for Non Compliance



PURPOSE

The purpose of this policy is to implement a systematic method of enforcing the Policy For Use of City Athletic Facilities and the Placentia Municipal Code.

POLICY

The City of Placentia reserves the right to cancel or suspend approved facility permits for games, practices and other usage based on user groups violating the Placentia Municipal Code and/or the established Athletic Field Use and Allocation Policy. Notwithstanding this policy, the City of Placentia and/or the City of Placentia Recreation and Parks Commission and/or the Placentia Yorba Linda Unified School District reserve the right to revoke any user group's right to use any City of Placentia facility / school district facility for any single serious violation.

The penalties for incident one, two and three can be altered based on the severity of the violation as determined by the Community Service Director or designee and/or the Recreation and Parks Commission and/or the Placentia Yorba Linda Unified School District. Any additional or modified penalty will be discussed with the user group's representatives.

INCIDENT ONE

Incident One consists of documented activity in direct violation of City Municipal Code and/or the Policy for Use of Athletic Facilities.

INCIDENT ONE PENALTY

A letter will be written to the user group's president and field allocation representative documenting the violation. A field report and/or pictures of the violation may be included for reference. Organizations will have one week (7 days) to provide Community Service Staff with an explanation of the infraction. Community Service Staff and Group President can meet with the Sports Advisory Sub-Committee of the Recreation and Parks Commission to find an appropriate resolution. A copy of the incident will be placed in the groups file.

INCIDENT TWO

A second documented activity in direct Violation of City Municipal Code and/or the Policy for Use of Athletic Facilities occurring within one year of first incident.

INCIDENT TWO PENALTY

A letter will be written to the user group's president and field allocation representative documenting the violation and informing them on the subsequent penalty. The penalty for a second incident will be the revocation of the use permit for the site(s) where the violations occurred for one day. Additionally the Community Service Director or designee has the right to assign a Field Ambassador to the user group at the site of the violation. The user group will be billed for the assigned hours of the Field Ambassador at the appropriate rate per hour. The Field ambassador will act as a staff person on duty to monitor activity at that site and report any further violations to the City.

INCIDENT THREE

A third documented activity in direct violation of City Municipal Code and/or the Policy for Use of Athletic Facilities occurring within one year of incident one.

INCIDENT THREE PENALTY

Permits will be revoked for the remainder of the allocation period and the user group could potentially lose future allocation for up to twelve months.

APPEAL PROCESS

Any user group issued reprimands, suspensions or revocation of field use has the right to appeal. The appeal must be filed within five (5) working days of receiving the ruling in order for it to be deemed timely. The appeal must be filed with the Community Services Department.

The appeal will go to directly to the Placentia Recreation and Parks Commission. Within ten (10) working days of receipt of the appeal by the Community Services Department, Recreation and Parks Commission will meet to begin the appeal process. Failing a resolution or if the organization filing the appeal is unsatisfied, the appeal must be brought to the Placentia City Council.