

**RULES AND REGULATIONS GOVERNING THE USE OF COUNTY PARKS AND RECREATION AREAS FOR CROSS-COUNTRY PURPOSES AS ADOPTED BY THE BOARD OF RECREATION COMMISSIONERS, ON JULY 5, 1977, BY RESOLUTION #R-77-7-195**

Be it resolved by the Monmouth County Board of Recreation Commissioners that the following Rules and Regulations governing the use of County Parks and Recreation Areas for Cross-Country purposes are hereby adopted for the protection, regulation, and control of parks, roads, driveways, sidewalks, paths, lakes, pools, fountains, trees, flowers, shrubs, statuary, buildings and other things contained in and upon property controlled by the Monmouth County Board of Recreation Commissioners.

1. No school or organization shall use a County Park or Recreation Area for Cross-Country Meets or Practices without first having obtained written permission, in advance, from the Board of Recreation Commissioners. Permission shall only be granted on a yearly basis.
2. No school or organization shall hold meets or practices in any area or on any courses that has not been approved for the said purpose. The Board of Recreation Commissioners reserves the right to close any course or area to runners and to designate alternate courses or areas.
3. No school or organization shall be granted permission for use of a park or Recreation Area without first attending a meeting with the Manager in charge of the specific area.
4. No school or organization shall hold a meet which has not been confirmed in writing, including rain dates, and other reschedules.
5. Criteria for the approval of Cross-Country Meets is as follows:
  - County Schools, County Organizations, and State Universities (Dual and Tri Meets)
  - Any special Meet that is beneficial to the County Cross-Country Program and that does not cause any damage to the resources or interfere with the operation of the Park.
6. Violation(s) of any park System Rules and Regulations or any other specific regulations pertaining to Cross-Country by a home or visiting team, organization, or an individual member will result in the following disciplinary action taken against the team or organization which received Cross-Country Meet approval:
  - FIRST OFFENSE – Written Warning.
  - SECOND OFFENSE – Two (2) Weeks Suspension.
  - THIRD OFFENSE – Suspension for the remainder of the season and the following season.

## **Monmouth County Park System Administrative Procedures for Cross-Country Meets at Holmdel Park**

Use of lands managed by the Monmouth County Park System for cross-country meets or practices is subject to all the rules and regulations of the Park System including the Administrative Procedures outlined below. It is the responsibility of each team coach to be familiar with all rules, regulations, and procedures and to convey this information to all team members.

1. Requests to schedule cross-country meets at Holmdel Park may be made via fax or e-mail on school letterhead paper or from an official school e-mail address. Include in the request the following information:
  - a. name of the school and home course
  - b. name of the coach
  - c. date of requested meet
  - d. indicate whether dual or tri meet
  - e. indicate whether scheduling for a boys team, a girls team, or both and grade level
  - f. contact phone number and e-mail address

Fax request to 732-946-9567. E-mail request to [mborcher@monmouthcountyparks.com](mailto:mborcher@monmouthcountyparks.com). Special permission must be obtained in writing for any meet that involves more than four (4) schools or teams or for teams for whom Holmdel is not their home course. Please address correspondence to: Monmouth County Park System, Attn: Holmdel Park Manager, 805 Newman Springs Road, Lincroft, NJ 07738.

2. A **fee** is to be paid by teams and organizations wishing to use Holmdel Park for cross country meets. Fees adopted by the Monmouth County Board of Recreation Commissioners are reviewed annually.

Please see Schedule No. 2 - Athletic Facilities. High Schools using Holmdel Park as their "home-course" must pay their season fee before their first meet of the season. Organizations requesting a special permission meet must pay the required fee no later than three (3) weeks prior to their scheduled meet.

3. Scheduled meets have priority over any practice. No practices shall take place on high school meet days. (check meet schedule for practice availability). Mondays and Tuesdays shall be reserved for dual and tri meets. Half the weekly meets are to be scheduled on Monday and half are to be scheduled on Tuesday. Thursday afternoons are reserved for middle school meets. Runners and coaches are to be aware that multiple meets may be going on in the park on the same day. Runners warming up shall "make way" for race participants.

4. The Park Manager must approve all rescheduled meets in writing. Rescheduled meets that have not been approved by the Park Manager will not be held.

5. All buses for dual and tri meets must be parked on the south side of the Forest Edge parking lot.

6. **Teams attending championship meets:** Only team buses will be allowed to drop off in Holmdel Park during championship meets. All vehicles must park off site. Shuttle buses into Holmdel Park will run from designated off site parking areas.

7. Team signs & banners brought to meets are to be free standing. Signs shall not be attached to any facility, equipment or natural feature of the park.

8. Marking the course: mark out paint or flour may only be applied to grass or the soil surface. **NO** facility, equipment, pavement or natural feature shall be marked.

9. For the safety of all runners and visitors, and to protect the natural features and resources of the park, certain areas of the park are **OFF LIMITS** to cross-country runners. Please refer to the attached cross-country map of Holmdel Park.

a. The **crosshatched areas** of the cross-country map are **NO RUNNER ZONES**. These are set-aside for the general public to enjoy the park in cross-country free areas.

b. The **shaded areas** of the cross-country map are **walk only zones**. For safety reasons no running or jogging shall take place in these areas. All Park roadways, parking lots, buildings and patios are **walk only zones**.

c. Park buildings, patios, walkways, parking lots and roadways are not to be used as warm up/exercise or practice areas. Equipment shall not be stored on any patio or in any building.

d. Running spikes are not to be worn in park buildings or on patios.

10. The Monmouth County Park System reserves the right to close any area to runners and designate an alternate course.

11. Any injury sustained by a runner at the park must be reported in writing to the Park System.

12. Cross-country runners and coaches shall abide by the direction of the Park Rangers. They enforce the rules, regulations and procedures for cross country meets within County parks. As employees of the Board of Recreation Commissioners they are vested with police authority and empowered to issue summons and make arrests for violations of County Park Rules and Regulations. Cross-country runners and coaches are to be aware of the cross-country rules, regulations, and procedures and are responsible for their conduct and the conduct of their guest teams.

SCHEDULE NO. 2 ATHLETIC FACILITIES 2012 FEES AND CHARGES  
AS ADOPTED BY THE MONMOUTH COUNTY BOARD OF  
RECREATION COMMISSIONERS ON DECEMBER 19, 2011 BY  
RESOLUTION NO. R-11-12-19=445

CROSS COUNTRY

2012

Single Meet - Up to 150 Runners \$180.00 Home Course (per season)	\$365.00
Special Meet Base Price (per meet)*	
Option #1 -- 151 - 1,500 Runners	\$915.00
Option #2 -- 1,501 - 3,000 Runners	\$1,835.00
Option #3 -- 3,001 - 5,000 Runners	\$3,065.00
Park System Ranger - (per hour) \$37.00	

*\*Permittee will be required to provide insurance & additional support services & may be required to pay for supplemental staff.*



## HOLMDEL PARK CROSS-COUNTRY INITIAL MEET REQUEST

NAME OF ORGANIZATION: \_\_\_\_\_

NAME OF COACH/  
MEET DIRECTOR: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

EMAIL: \_\_\_\_\_

PHONE #: \_\_\_\_\_

NAME OF MEET: \_\_\_\_\_

DATE OF MEET: \_\_\_\_\_

STARTING TIME: \_\_\_\_\_

ENDING TIME: \_\_\_\_\_

NUMBER OF PARTICIPANTS: \_\_\_\_\_

NOTES: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_