

**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 and Practices 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 and 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 meet, tri meet, special meet or practice
  - e. indicate whether scheduling for a boys team, a girls team, or both and grade level
  - f. contact phone number and e-mail address

Requests shall be made to Park Manager, Adam Harran, via phone or email. The Park Manager can be reached at 732-946-9562 or [adam.harran@monmouthcountyparks.com](mailto:adam.harran@monmouthcountyparks.com). The following must be received prior to a meet taking place at Holmdel Park:

- Permission from the Park Manager
- Payment
- Certificate of Insurance

Please address correspondence to: Monmouth County Park System, Attn: Holmdel Park Manager, 805 Newman Springs Road, Lincroft, NJ 07738.

2. Teams and organizations requesting use of Holmdel Park are required to pay all annually reviewed fees adopted by the Monmouth County Board of Recreation Commissioners. A certificate of liability insurance listing the County of Monmouth, Board of Recreation Commissioners, and their respective officers, servants, and agents as additionally insured shall be required.

Please see Fees and Charges - Athletic Facility Use. High Schools using Holmdel Park as their "home course" must pay their season fee before their first meet of the season. Organizations requesting permission to hold a special meet (Option #1-3) must pay the required fee no later than three (3) weeks prior to their scheduled meet. Teams using Holmdel Park as their home course and in addition wish to hold a special meet (4 or more schools/teams) shall be required to obtain an additional permit.

3. Special Meet requirements (4 or more schools and/or teams): Any request for a special meet shall require a signed agreement of conditions with the Monmouth County Park System. The fee shall be determined by the Park System based on the conditions of the agreement.

4. Scheduled meets have priority over any practice (check meet schedule for practice availability). All meets shall be scheduled between Tuesday and Thursday during the cross country season. 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. Practice requests may be denied by the Park Manager based on scheduled activities/events taking place at Holmdel Park.

5. 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.

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

7. Teams attending championship meets: Large championship meets may require spectators and team buses to park off site. When off site parking is required, only team buses will be allowed to drop off and pick up in Holmdel Park. All other vehicles must park off site. Shuttle buses into Holmdel Park will run from designated off-site parking areas.

8. 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.

9. 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.

10. 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.

b. 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.

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

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

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

13. 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.

**ATHLETIC FACILITY USE  
FEES AND CHARGES AS ADOPTED BY THE  
MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS  
ON NOVEMBER 21, 2022, RESOLUTION NO. R-22-11-21=360**

*Printed 11/29/2022*

|                                      | RESIDENT | NON-RESIDENT |
|--------------------------------------|----------|--------------|
| <b>JUNIOR SOCCER FIELD</b>           |          |              |
| Per 1 ½ hour time block              | \$33.00  | \$60.00      |
| <b><u>ATHLETIC FIELDS/COURTS</u></b> |          |              |
| <b><i>Youth</i></b>                  |          |              |
| Per 1 ½ hour time block              | \$44.00  | \$82.00      |
| <b><i>Adult</i></b>                  |          |              |
| Per 2 hour time block                | \$72.00  | \$138.00     |
| <b><u>IN-LINE SKATING RINK</u></b>   |          |              |
| <b><i>Youth</i></b>                  |          |              |
| Per 1 hour time block                | \$44.00  | \$82.00      |
| <b><i>Adult</i></b>                  |          |              |
| Per 1 hour time block                | \$72.00  | \$138.00     |

**CROSS COUNTRY**

|  |            |
|--|------------|
| Home Course (2 or more meets) Per Season | \$425.00   |
| Single Meet, Dual, or Tri Meet           | \$230.00   |
| Special Meet Base Price (per meet)*      |            |
| Option #1 -- Up to 1,500 Runners         | \$1,240.00 |
| Option #2 -- 1,501 - 3,000 Runners       | \$2,470.00 |
| Option #3 -- 3,001 - 5,000 Runners       | \$4,115.00 |

|                                 |         |
|---------------------------------|---------|
| Park System Ranger - (per hour) | \$46.00 |
|---------------------------------|---------|

***\*Permittee will be required to provide insurance & additional support services & will be required to pay for supplemental staff. Holmdel Park Cross Country Course is available for races, providing approval has been issued, September 1st through November 30th.***



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