

## BLUFFTON PARKS & RECREATION DEPARTMENT

### RULES FOR LEAGUE USAGE OF THE BALL DIAMONDS - 2021

1. Only sanctioned leagues may use the diamonds unless prior approval is given by the Bluffton Parks & Recreation Board. A league official **must** attend a Park Board meeting and request the use of facilities prior to any league drafts, practices, or games. **All leagues are required to furnish the Park Superintendent with a certificate of liability insurance in the amount of not less than one million dollars, showing the City of Bluffton as an Additional Insured on the policy prior to using any facility.**
2. Each league **must** submit a schedule of games to the Park Superintendent in **triplicate** by **2 weeks prior to the first game of the current season. Only 1 game per night** is to be scheduled until (BHMSD) school is out, except on Friday, where 2 games may be played. Games on school nights are not to be played past 9:00 p.m. No games are to be scheduled on the holidays of Memorial Day weekend or July 4<sup>th</sup>.
3. Each league **is required** to submit a correct and current list of all players with their home addresses.
4. Fees for league use of the diamonds are determined by the Park Board on an annual basis. League **fees and deposits are due by May 1st** of the current year. Checks should be made payable to the **“Parks & Recreation Capital Improvements Fund”** and should be sent to the City Clerk/Treasurer’s office, 128 E. Market St. The current fees are as follows:
  - 1 night \$400 per diamond
  - 2 nights \$500 per diamond
  - 3 nights \$600 per diamond
  - 4 nights \$700 per diamond
  - 5 nights \$800 per diamond
  - 6 nights \$900 per diamond
  - T-Ball \$450 per diamond
  - Travel \$150 per team (Sundays & practices only) Must provide own bases (cannot use league bases) and no other equipment to be used. Diamonds will be maintained on Fridays when convenient and time allows, no other maintenance will be done. Travel season is May 1 - Aug 31.

League season ends with championship games. Further games that require diamond maintenance from there, including All-Stars, require a rental agreement and rental fees. Leagues are not to negotiate “rentals” with other teams or leagues. Only the Park Board can approve diamond use.

\*Tournaments: with lights/ \$90.00 per day without lights/ \$80.00 per day

Tournaments may not begin before 9:00 a.m. due to the city noise ordinance.

NEW 2021 – Tournament Discount 4 diamonds for the price of 3! No further tournament discounts will be given.

\*A \$125.00 refundable deposit is due at the time of rental. This deposit will be refunded if the facilities are cleaned up at the end of the **season/tournament. If at any time during the season, the park board deems it necessary to keep the deposit, due to damages or excessive trash, the league MUST issue another deposit payment BEFORE any games or practices resume.** Deposit and rental agreements are due 2 weeks prior to the requested tournament dates. Tournaments that are 2 or more days in length are required to pay rental fees in full, 2 weeks in advance. **Separate checks should be made for the fees & deposit. The deposit checks should be given directly to the Park Supt.**

5. Noncompliance with rules 1 - 4 above will lead to non-maintenance and use of the Park Department diamonds until such time as compliance occurs.
6. Parks close at 11:00 p.m., all games, and including tournaments **must** end at 11:00 p.m. Failure to end games by 11:00 p.m. will cause the league to forfeit their deposit and require a new deposit for games/practices to resume.

7. Lights and scoreboards **must** be turned off after completion of games by the team(s) that are last to play. It is not the responsibility of the concession employees or any other Park employee to do this. If the diamond lights are left on, a fine of \$15.00 each time will be assessed to the team and/or league. This fine is due immediately. It is also the duty of the team(s) to see that all equipment is properly stored following the games. This is to include, but not limited to the bases & scoreboard controls. If the scoreboard controls are left out, leagues may lose the right to have the use of the scoreboard.
8. No diamond maintenance will be done for practices or practice games. Diamond maintenance is for scheduled league games only.
9. Each league, team, and individual coach is expected to give their fullest cooperation to park maintenance personnel, park superintendent, and the members of the park board.
  - a. Maintenance of diamonds shall take precedence over practices.
  - b. Each league, team, and individual coach is expected to leave all maintenance and repair work to park personnel. Please report any maintenance problems immediately to either the Parks Superintendent at 824-6069 or the Maintenance Supervisor at 824-2200. **We welcome your assistance; however, it is to be done under the guidance and direction of park personnel.**
10. **ALL** leagues are reminded that **alcoholic beverages are PROHIBITED on park properties**. Violation of this rule by any member of a league could lead to immediate suspension of that team and/or member from use of the diamond.
11. Dugouts are to be cleaned by each team immediately following their games. This includes, but not limited to, removing all trash & emptying the trash receptacle in the dugout. **The trash is to be picked up by the last 2 teams to play each night in the bleacher areas near the dugouts.**
12. The Parks Superintendent (or her/his designate) has the authority to take action she/he believes right and prudent in the event it becomes necessary, in her/his judgment, to preserve order or to ensure public safety, this includes canceling/delaying games due to inclement weather and/or field conditions.
13. League officials have the right to appeal to the Park Board, should a disagreement occur.
14. All leagues are to abide by the lightening policy that has been adopted by the Park Board. (See attached)
15. Leagues will be financially responsible for anything used exclusively by the leagues (i.e.: press boxes, scoreboards, and scoreboard controllers). Each league will also be required to purchase their own backstops if pitching machines are used. Please note that backstops & any other physical changes to the diamonds must be approved by the Park Board. Any person “working” in the press box must be at least 14 years of age, and only those “working” are to be allowed in the press box. No exceptions.
16. Leagues are to provide **First Aid** kits for their teams. Ice may be obtained at the Parks Department concession stands (Roush and Jefferson Parks), for use in case of injuries.
17. No “pepper” against the diamond fences. Please use the batting cages.
18. **Release and Indemnification Agreements MUST be signed and returned BEFORE** any tryouts, practices or games may be held if they are held on the ball diamonds.
19. Keys (3) must be provided to the Park Superintendent for any locks place on all park property prior to any games or practices.
20. All changes to the schedule including rainout make-up game dates & times are to be given to the Sports

Coordinator and the Maintenance Supervisor **only**. 48-hour advance notice is required. **They are to be made in writing (with a legible signature of the person making the request. Text and email requests are also acceptable. Request made in any other manner will not be honored.** Makeup games are to be scheduled in back-to-back time slots and the open time slots and dates are to be used BEFORE weekends. There will be an additional \$25.00 charge when weekend days are requested when there are open weekday times/days available. The fee is due at the time of the request. Concession stands will be open on the makeup dates provided staff is available.

21. Violation of these regulations can result in the loss of diamond privileges by the team(s) and/or league(s) and forfeiture of all fees.
22. No banners or signs may be posted without **prior approval by the Park Board**. Please don't make arrangements for any advertisements or any other similar items without Park Board approval. All banners/signs shall not be placed on the diamond fences earlier than one (1) week prior to the first game of the season. The banners also must be removed within one (1) week of the final league tournament or sooner if requested by the Parks Department. There is potential for fees to be assessed for banners. This will be evaluated on a year-to-year basis. A fine may be assessed if there is a delay in removing them.
23. Official league names, contact personnel (names, addresses & telephone numbers), diamond diagrams, and dimensions are to be provided in writing before any practices or games may be held. Any and all changes or repair requests and given to the Park Superintendent.
24. A copy of all Parks Department and League rules, regulations and agreements, must be on hand at each press box to refer to in case of need. These should also be made available to all players, coaches, officials, and parents by posting them in the window boxes at each concession stand. League rules will be added to the city website for the public's reference.
25. No unapproved materials shall be put on the diamonds, i.e.: gravel, kitty litter, etc. for any reason! Brooms are also NOT to be used on the diamonds. Approval can only be given by park personnel, not league officials.
26. Tobacco products are prohibited within 50 feet of the diamonds and concession stands. This includes, but not limited to cigars, cigarettes, vapor cigarettes, and chewing tobacco. This includes all league officials, coaches, and umpires.
27. Communication between the parks department and the leagues should only be directed to the Sports Coordinator by the League Association President. Coaches and parents are not to approach park employees (maintenance or concession workers), nor should anyone, other than Sports Coordinator or Park Superintendent, make any request to the Park Maintenance Supervisor, particularly after work hours.
28. All day tournaments will be assessed an additional \$75 fee to cover the expense of emptying the dumpster.

\* Note\* There is a potential new law that may or may not affect volunteer youth coaches in reference to "concussion training". This may become mandatory by state law. At this time, it seems to be focused on school coaches, but if and when it does become a requirement for any and all youth coaches, any and all coaches using the Bluffton Parks and Recreation facilities will be required to participate in that training.

## **BLUFFTON PARKS & RECREATION DEPARTMENT**

### **LIGHTNING DISTURBANCES POLICY**

The purpose of this policy is to provide guidelines in making decisions concerning the suspension and restarting of activities based on the presence of lightning. The safety of all participants and spectators is of the utmost importance when following the guidelines. These guidelines shall be followed in all City of Bluffton Parks and any outdoor events sponsored by the City of Bluffton.

All activity supervisors, umpires, or parks department employees shall monitor local weather conditions before and during events.

The criteria for suspension and resumption of play shall be as follows:

- A. When thunder is heard, or a cloud to ground lightning bolt is seen, the thunderstorm is close enough to strike your location with lightning. Suspend play and take shelter immediately.
- B. Thirty-minute rule. Once play has been suspended, wait for at least 30 minutes after the last flash of lightning is witnessed or thunder is heard prior to the resumption of the activity.
- C. Any subsequent thunder or lightning after the beginning of the 30-minute count, reset the clock and another 30-minute count should begin.

The suspension and resumption of play shall be the responsibility of the 1) umpire 2) coach (or event coordinator/league official) 3) Parks Department Official.

As the league representative, I have read & understood the lightning policy outlined above set by the Bluffton Parks & Recreation Dept. I also agree to make this policy known to all my coaches, umpires, and parents.

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League Representative PRINTED NAME

\_\_\_\_\_ Date \_\_\_\_\_  
League Representative Signature

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League Name

BLUFFTON PARKS & RECREATION DEPARTMENT  
Ball Diamond Rental Form

Today's Date \_\_\_\_\_ Date Requested: \_\_\_\_\_ Time Requested: \_\_\_\_\_

Name / Organization: \_\_\_\_\_ Address: \_\_\_\_\_

Person(s) Responsible: \_\_\_\_\_ Telephone: \_\_\_\_\_

Diamond Requested: \_\_\_\_\_ Jefferson T-Ball \_\_\_\_\_ Jefferson (#2, former Jr)  
\_\_\_\_\_ Roush Junior \_\_\_\_\_ Roush Farm \_\_\_\_\_ Roush SR. Girls \_\_\_\_\_ Roush JR. Girls  
\_\_\_\_\_ Wilson Field \_\_\_\_\_ Lion's Small Diamond

Purpose of diamond Rental: \_\_\_\_\_ Season \_\_\_\_\_ Tournament \_\_\_\_\_ Recreational \_\_\_\_\_ Practice

Special equipment needed: \_\_\_\_\_ yes \_\_\_\_\_ no if yes, what \_\_\_\_\_

Diamond Rental Fee: \_\_\_\_\_ Deposit required: \_\_\_\_\_ yes \_\_\_\_\_ no Amount: \_\_\_\_\_

**Payment must be paid in full no later than 2 weeks prior to the rental date unless another date is given by the Park Superintendent.**

**RELEASE AND INDEMNIFICATION AGREEMENT**

I / We have read and fully understand the rules and regulation governing the use of these facilities and agree to abide by the rules and regulations., I /We also agree to be responsible for any and all damage to property due to such occupancy and for the strict observance of the rules and regulations relative to the use of such facilities.

In consideration for the use of the \_\_\_\_\_ Ball Diamond, I, the undersigned (on behalf of the organization for which I am executing the Waiver) HEREBY WAIVE, RELEASE AND DISCHARGE from any and all claims or liabilities for death, personal injury, property damage, theft or damages of any kind, whether or not attributable to the negligence of the releasees, the City of Bluffton, the Bluffton Parks Department, the Mayor of Bluffton, the Common Council of the City of Bluffton, the Bluffton Board of Public Works and Safety, and any agents, successors, assigns or employees of any of the foregoing which may arise out of the use of the ball diamond by the organization for practices, games or during the 2021 season.

I AND/OR THE ORGANIZATION HEREBY AGREE NOT TO SUE any of the persons or entities mentioned above for any of the claims or liabilities that have been waived, released, or discharged herein.

I AND/OR THE ORGANIZATION AGREE TO INDEMNIFY AND HOLD HARMLESS, any person or entity identified above from any claims for damages or injuries asserted by others who may use the ball diamond during the course of our games or practices, including but not limited to, team participants, coaches, volunteers, spectators, employees, invitees, guest, or members of the organization on behalf to which I am executing this release, and all others who may use the ball diamond while I (we) are using it.

Although a rental fee may have been paid to the City of Bluffton for the use of the ball diamond, the Release and Indemnification Agreement is given as a material inducement to the City to enter into the user agreement and is an essential and integral component of said Agreement.

I HEREBY AFFIRM THAT I AM EIGHTEEN (18) YEARS OF AGE OR OLDER, THAT I HAVE READ THIS DOCUMENT AND UNDERSTAND ITS CONTENTS AND THAT I HAVE AUTHORITY TO SIGN IT ON BEHALF OF THE FOLLOWING ORGANIZATION.

Date: \_\_\_\_\_

\_\_\_\_\_  
Organization

\_\_\_\_\_  
Printed Name of Applicant or Group Rep.

\_\_\_\_\_  
Signature of Applicant or Group Rep.

\_\_\_\_\_  
Park Superintendent

Approved \_\_\_\_\_ Denied \_\_\_\_\_ Date \_\_\_\_\_