

BLUFFTON PARKS & RECREATION DEPARTMENT

RULES FOR LEAGUE USAGE OF THE BALL DIAMONDS - 2023

1. Only sanctioned leagues may use the diamonds unless prior approval is given by the Bluffton Parks & Recreation Board. A league official will need to attend a Park Board meeting and request facilities before league drafts, practices, or games. Leagues will need to furnish the Sports Coordinator with a certificate of liability insurance for at least one million dollars, showing the City of Bluffton as an Additional Insured on the policy before using any facility.
2. A copy of the game schedule is due to the Sports Coordinator at least two weeks before the first game of the current season. One game per night is allowed until (BHMSD) school is out, except on Friday, where two games may be played. Games on school nights may not be played past 9:00 p.m. Games may not be scheduled during Memorial Day weekend or July 4th.
3. Each league may be required to submit a current list of all players and their status as living inside or outside of the city limits.
4. The Park Board determines fees for league use of the diamonds annually. 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 given to the Sports Coordinator at 128 E. Market St. The current fees are as follows:

1 night	\$450 per diamond
2 nights	\$550 per diamond
3 nights	\$650 per diamond
4 nights	\$750 per diamond
5 nights	\$850 per diamond
6 nights	\$950 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 additional maintenance will be done. Travel season is May 1 - Aug 31.

League season ends with championship games. Other games that require diamond maintenance, including All-Stars, need 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/ \$100.00 per day without lights/ \$90.00 per day

Tournaments may only begin after 8:00 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 the park board deems it necessary to keep the deposit due to damages or excessive trash at any time during the season, the league will need to issue another deposit payment BEFORE any games or practices resume. Deposit and rental agreements are due two weeks before the requested tournament dates. Tournaments 2 or more days in length must pay rental fees in full, two weeks in advance. **Separate checks should be made for the fees & deposit.**

5. Parks close at 11:00 p.m., all games, including tournaments, **must** end at 11:00 p.m.
6. Lights and scoreboards need to be turned off after completing 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 league. This fine is due immediately. The

team's duty (s) is also to see that all equipment is stored correctly following the games. This includes but is not limited to the bases & scoreboard controls. If the scoreboard controls are left out, leagues may lose the right to use the scoreboard.

7. Diamond maintenance is for scheduled league games only and will not be done for practices or practice games.
8. Each league, team, and individual coach is expected to give their fullest cooperation to park maintenance personnel, park superintendent, and park board members.
 - a. Maintenance of diamonds shall take precedence over practices.
 - b. Maintenance and repair work should be left to park personnel. Adding gravel, kitty litter, or brooming water off the diamond is not allowed. Improper maintenance causes lasting damage, and while we welcome your assistance, it must be done under the guidance of park personnel. Please report any maintenance issues immediately to the Sports Coordinator at 824-6069 or sports@blufftonindiana.gov.
9. Alcoholic beverages are PROHIBITED on park properties. Violation of this rule by any league member could immediately suspend that team and member from using the diamond.
10. Dugouts are to be cleaned immediately after each team's games. This includes, but is not limited to, removing all trash & emptying the trash receptacle in the dugout. **The garbage in the bleacher areas near the dugouts is to be picked up by the last two teams to play each night.**
11. The Parks Superintendent (or their designate) has the authority to take action they believe proper and prudent in the event it becomes necessary, in their judgment, to preserve order or to ensure public safety; this includes canceling/delaying games due to inclement weather and field conditions.
12. League officials may appeal to the Park Board should a disagreement occur.
13. For safety reasons, all leagues are to abide by the lightning policy that the Park Board has adopted. (See attached)
14. Leagues will be financially responsible for anything used exclusively (i.e., press boxes, scoreboards, and scoreboard controllers). Each league will also be required to purchase their backstops if pitching machines are used. Please note that the Park Board must approve backstops & any other physical changes to the diamonds. 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.
15. Leagues are to provide their own First Aid kits (including instant cold packs) for their teams.
16. Batting into the diamond fences is NOT ALLOWED. Please use the batting cages.
17. 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.
18. Three keys or a combination code must be provided to the Park Superintendent for any locks placed on park property before any games or practices.
19. All changes to the schedule, including rainout make-up game dates & times, are to be given to the Sports Coordinator by text or email (sports@blufftonindiana.gov) 48-hours in advance. Makeup games are to be scheduled in back-to-back time slots and the available time slots and dates are to be used BEFORE weekends. A \$25.00 fee will be charged if weekend days are requested when open weekday times/days are available. The fee is due at the time of the request. Concession stands will be open on the makeup dates provided staff is available.

20. Any advertisements, banners, or other objects placed on Park property will be at the discretion of the Parks Department. Banners should be appropriate for a family atmosphere. Any banners or other objects that the Parks Department determines are not appropriate or causing damage to the property, facilities, or equipment will be removed at the expense of the team, league, or tournament representatives. Banners shall be placed and removed within a reasonable time.
21. Official league names, contact personnel (names, addresses & telephone numbers), diamond diagrams, and dimensions must be provided in writing before any practices or games may be held. Any changes or repair requests need to be given to the Sports Coordinator.
22. 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 should be given to the Sports Coordinator to be added to the city website for reference.
23. Tobacco products are prohibited within 50 feet of the diamonds and concession stands. This includes but is not limited to cigars, cigarettes, vapor cigarettes, and chewing tobacco. This consists of all league officials, coaches, and umpires.
24. 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.
25. All-day tournaments or events will be assessed an additional \$75 fee to cover the expense of emptying the dumpster.
26. The league is empowered by the Park Department to control the behavior of participants and spectators during events to the same extent that the Parks Department is empowered. The league can eject an unruly or dangerous participant, coach, parent, or spectator from the premises during events.
27. The league shall not allow any vehicles to park in areas that are not designated parking areas unless special permission is authorized by the Park Department.
28. Violation of these regulations can result in the loss of diamond privileges by the team(s) and league(s) and forfeiture of all fees.

* Note* A potential new law may or may not affect volunteer youth coaches about "concussion training." This may become mandatory by state law. If and when it becomes a requirement for youth coaches, any 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 before 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 by the Bluffton Parks & Recreation Dept. I also agree to make this policy known to all my coaches, umpires, and parents.

League Representative PRINTED Name

_____ Date _____
League Representative Signature

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 two weeks before the rental date unless the Park Superintendent gives another date.

RELEASE AND INDEMNIFICATION AGREEMENT

I / We have read and fully understand the rules and regulations governing the use of these facilities and agree to abide by the rules and regulations., I /We also agree to be responsible for any 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 2023 season.

I AND/OR THE ORGANIZATION HEREBY AGREE NOT TO SUE any of the persons or entities mentioned above for any 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, 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 _____