

# **POLICY & PROCEDURES\***

## **BALLFIELD USE**

### ***City of Wadsworth***

#### **AGREEMENTS & FEES:**

**INDIVIDUALS / COMMUNITY GROUPS:** A \$25 fee will be charged per season (April-July and August-October) to any individual/ group using a City of Wadsworth baseball/softball field without an accompanying paid pavilion reservation (\$10 with a paid pavilion reservation). Said fees do not include prep. Groups requiring prep must pay a \$50 fee, per use, with or without a pavilion reservation (48 hour notice required for prep). 'Groups' scheduling more than five practices/games per season are considered an 'organization' and are subject to written agreement and 'sports organization' rules.

**SPORTS ORGANIZATIONS:** Formal agreements are required for all sports organizations.

- Fees owed the City (\$50 per team per season) are outlined in formal agreements and include field prep for games
- Team fees are due by April 30<sup>th</sup> for spring/summer play and September 30<sup>th</sup> for fall play. Failure to submit payment may result in schedules being canceled.
- Agreements must be signed prior to the City scheduling fields for practices/games.
- Scrimmages (no prep) may be scheduled at \$10 per scrimmage
- Tryouts (including prep) may be scheduled (minimum 48 hours notice) at \$10 per field, per day
- Sports organizations shall provide the City with a list of names and contact information for league officers, commissioners, and scheduling contacts

#### **SCHEDULES:**

Commissioners/their designees (not individual coaches) are responsible for submitting all initial schedules, as well as any changes/additions/ deletions. All scheduling must be submitted using the online field registration. A minimum of two individuals per organization should be assigned scheduling privileges to allow prompt response to coaches' scheduling changes.

Team schedules must be submitted to the City no later than March 31<sup>st</sup> for spring/summer play and August 31<sup>st</sup> for fall play. After those dates, field use is subject to first-come, first-served availability. Reservations will be open to the general public beginning April 1<sup>st</sup> for spring/summer play and September 1<sup>st</sup> for fall play.

Commissioners and coaches are responsible for checking the accuracy of all schedules.

A minimum of 48 hours notice must be given to the City for any additions to the schedule that entail field prep, which will be provided as per agreement with the City.

Tournaments must be scheduled with the City a minimum of two (2) weeks in advance.

#### **RESPONSIBILITIES:**

After each game, teams shall rake in depressions around bases, home plate and pitchers mound. Rakes are to be supplied by Association or coaches. NO motorized dragging of fields is permitted.

Teams shall conduct themselves in a responsible manner, being mindful of neighbors and others using the parks.

After each game, teams shall make sure that all trash/debris is deposited into trash containers. Teams should bring trash bags when excessive trash is anticipated, which should be tied and left beside city containers. Additional city bins may be requested for tournaments, etc. and will be supplied, if available.

All team member drop-offs, unloading of equipment, etc. shall be conducted in a safe manner and in accordance with traffic laws. Stopping/parking in fire lanes or at yellow marked curbs and blocking of driveways and traffic (even temporarily) are strictly prohibited. Parking shall be limited to paved/gravel areas designated for vehicles.

\* Commissioners are responsible for sharing these policies and procedures with all coaches

\*\* 'City' refers to the Assistant Director of Public Service or his designee

Questions? Call Kathy Stugmyer at 330.335.2708 kstugmyer@wadsworthcity.org

***The City of Wadsworth reserves the right to cancel agreements and schedules for any teams/individuals/groups violating City policies or engaging in behavior that is disruptive to the community and/or detrimental to park facilities.00000000***

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