

**CITY OF PACIFIC GROVE
CITY COUNCIL POLICY**

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Municipal Softball Park Rules, Regulations & Improvements	100-8	March 2, 2011	1 of 6

I. Introduction

The Pacific Grove Municipal Softball Park, located at the intersection of 17 Mile Drive, Short Street, and Pico Avenue in Pacific Grove, provides a venue for organized softball games for youth and adult players. The purpose of this policy is to provide a framework of operating rules to allow for community use while protecting the residential character of the surrounding neighborhood. The policy also outlines priorities for future improvements to the ballpark.

The original content of this policy was the product of an extensive community process, led by the Planning Commission and Recreation Board and adopted by the City Council in 1992. The involved groups envisioned periodic updates in response to evolving community needs and circumstances.

II. Rules and Regulations

A. Scheduling of Play. The length of seasons is defined as follows.

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| High School Softball: | February through May |
| Youth Baseball/Softball League: | February through November. |
| Adult Socko League: | September to November |

- 1) Regular Youth league games will be scheduled Monday – Saturday, while adult Socko League games will be scheduled Monday through Thursday only.
- 2) Weekdays are defined as Monday through Friday; Weekends are defined as Saturday, Sunday, and holiday Mondays.

B. Tournaments. A maximum of eight (8) weekends per year will be used for tournament play. Every attempt will be made not to schedule tournaments on consecutive weekends. Under no circumstance shall tournaments be scheduled on four consecutive weekends.

C. Special Events. The primary purpose of the ball park is as a ball field; up to three special events per year may be scheduled with Recreation Board and City Council approval.

D. Hours of Play.

- 1) Game starting time will be no earlier than 9:00 a.m.
- 2) No new innings will be started after 9:30 p.m.
- 3) Field lights will be turned out by 10:00 p.m., whether the game is finished or not.
- 4) These hours of play will apply to all games whether on a weekday, weekend, or holiday.

E. Complaint Procedures. The City Recreation staff is responsible for operating the ball park in accordance with the terms set forth herein.

- 1) Grievances should be directed to the Recreation office staff at City Hall, who will

- document the complaint and will provide a written response to the complainant.
- 2) Residents may call City Hall to leave a message at the time of the infraction.
 - 3) The complaint will be documented the following day, and a response will be provided from staff.
 - 4) The Recreation Office will maintain a log, which will be available for review by interested parties.
- F. Clean-up: Groups using the Softball Park shall clean up the field, dugout, and bleacher areas upon completion of events. Public Works maintenance staff will clean facilities periodically as part of City-wide maintenance and custodial responsibilities.
- G. All use of Pacific Grove Municipal Softball Park shall comply with the rules and regulations set forth in the Pacific Grove Municipal Code, Chapter 14 Parks.

III. Policies Governing Use of the Ball Park

- A. **General.** The Pacific Grove Municipal Softball Park is dedicated to serving the softball/baseball public for recreational purposes. Preferential treatment is not to be given to any individual or group.
- B. **Operation.** The park is a facility of the City, operated under the direction of the City Manager and his or her designated representative(s), the Recreation staff.
- C. **Enforcement.** The City Manager and his or her designated representative(s) shall be responsible for the enforcement of these rules and regulations.
- D. **Violation.** Violation of any rules contained in this policy or other City Ordinances pertaining to the park shall subject the person, teams, leagues, or organizations to removal or possible suspension from the park.
- E. **Existing Ordinances.** The City has adopted certain rules and regulations regarding parks in the Municipal Code. Violation of these laws is a misdemeanor (MC 1.16.010). In cases of conflict between these rules and Municipal Code provisions, the Municipal Code and the penalties set out there shall prevail.
- F. **Softball and Baseball Rules.** Amateur Softball Association Rules, or the Official Baseball Rules (or their modifications), shall govern all play in the park.
- G. **Liability.** The City of Pacific Grove is not responsible for accidents, injury, or loss of individual property. The individual or organization granted use of a facility shall be held responsible for reimbursing the City for any loss or damage to City property caused by such use. The applicant shall be required to file a certificate of insurance in an amount not less than \$1 million, naming the City of Pacific Grove as an additional insured. This certificate will be filed with the Recreation staff at least 30 days prior to the event, and must have at least 10 day notice of cancellation. Such insurance must and will be primary to any City Insurance.
- H. **Priority Classifications.**
1. Department Sponsored Activities. Recreation activities and programs sponsored by the

City of Pacific Grove.

2. Co-sponsored Recreation Groups. Recognized civic, community, or local organizations whose recreation activities are being presented in conjunction with the Recreation Department.
3. School-sponsored activities. 1) Adult or youth activities sponsored by the Pacific Grove School District, or 2) activities or programs sponsored by the schools within the Pacific Grove School District area and run by the Associated Student Body.
4. Community Youth Groups. Any organized youth group having the following qualifications: is a non-profit group; has a majority of its members 17 years of age or younger and residents of Pacific Grove; has voluntary adult leaders or chaperones; is recreational in nature; has no membership restrictions other than age or gender; has a definite organizational structure; meets regularly; maintains a primary interest in community school-age youth.
5. Community Adult Groups. Any organized group having the following qualifications: is a non-profit group; has a majority of its members who are residents of Pacific Grove; has no membership restrictions other than age and gender; is recreational in nature; has a definite organizational structure; meets regularly.
6. Resident Use, Private. Any resident youth or adult group, or any individual not covered by qualifications of any other priority grouping which meets for the purpose of private recreational activities.
7. Non-resident Use, Private. Groups or organizations composed of non-residents of the City of Pacific Grove. Depending on the type of use, this classification may be required to meet specific criteria as deemed appropriate by the Recreation Director.
8. Commercial Use. Groups or organizations which are commercial or profit oriented.

I. Conditions of Priority Use.

1. Permission for use of facilities will be granted upon the condition that all rules governing the use of said facilities will be followed. Failure to comply with these rules will be cause for the permit to be revoked.
2. The Recreation Department reserves the right to cancel, reassign, or otherwise adjust reservations to comply with the demands of its own programs or emergency requirements.
3. A permit to use the facilities will be issued provided 1) issuance will not obstruct or interfere substantially with recreational use, and 2) the date and time requested have not been allocated by permit or assigned to a Recreation Department function.
4. The application must be completed in person by a qualified representative of the requesting group or party, at least 18 years of age.
5. The representative of the requesting group or party shall be required to post a cash deposit, applicable to the rental of the facility, as stated in the Use Fee Policy, at the time the permit is issued. The balance of the fees due must be paid three days prior to use.
6. Applications for permits may be filed up to 180 days in advance of the date requested, and at least ten days in advance of that date. Permits may not extend over 90 days. All requests for facilities for fund raising purposes must be filed at least 45 days in advance

of the event.

7. If the nature of the event changes, or if the number of the participants increases, the Recreation Department must be notified at least seven days in advance and, if necessary, fees and charges will be changed in accordance with applicable rates.
 8. The premises and facilities must be restored to the condition of the permitted use, within the time specified in the permit.
 9. The requesting group or party is personally responsible for all damages to the facilities being used.
 10. The requesting group or party shall comply with all requirements of the Health and Safety Code, City Ordinances, Recreation Department Policies, Fire Department Policies, and any other applicable laws.
 11. The Recreation Department agrees to furnish, at the established service charges, the equipment which is regularly a part of the facility. Additional equipment is the responsibility of the group granted use, subject to Recreation Department approval.
 12. The use of facilities must be compatible with the established purpose of the recreational facility.
 13. The sponsoring organization, group, or individuals must reimburse the City for all direct and incidental expenses for the use of City personnel and facilities. The City has absolute discretion in determining the number of personnel that will be provided for an event.
- J. **Limitations of Use.** The following activities are prohibited in the park: tackle football, archery, soccer, circuses, rugby, lacrosse, golf and related golf skill activities, operation of electric or gas model airplanes, cars, or rockets, and the use of firearms.

Adopted by City Council 4-1-92

Amended 7-20-05

Amended 3-2-11; Resolution 11-015

Amended 11-7-18; Resolution 18-041