

**ADULT ATHLETICS POLICY MANUAL
OWATONNA PARK AND RECREATION
ADULT ATHLETIC LEAGUES AND ASSOCIATIONS**

OBJECTIVE

The objectives of this policy manual are to extend, perfect, continuously improve, and foster municipal athletics in accordance with the philosophies of the Owatonna Park and Recreation Department. Philosophy to present a healthful, wholesome, quality recreational experience to all those interested in participation, and to uphold the principals of good sportsmanship and fair play.

REQUIREMENTS FOR LEAGUES

- A.** Individual players, teams, and associations become league members with proper registration and application as stated in Section I of this policy.
- B.** Team registration must include name of athletic association, name of team, managers' names, address, home, work or cell phone numbers, and email addresses.
- C.** Player registration must include name of athletic association, name of team, players name and signature, manager's signature, as well as address, birthdate, home and work or cell phone numbers.
- D.** Entry fees and player fees must be paid in full.

GOVERNING BODIES

- A.** The operation of the leagues shall be governed by the Owatonna Park and Recreation Board and the Park and Recreation staff. Associations and individual members may recommend changes in operation to the Park and Recreation Department for their specific sport.

POLICY CHANGES

- A.** Any article in this policy can be changed by the Park and Recreation Board. Recommendations from association shall be considered before any formal action is taken.

SECTION I
ELIGIBILITY RULES

A. Player Eligibility

1. Players participating in Owatonna Adult Athletic Leagues must fall into one of the following categories: City and Non City residents pay the same fees in programs and the count reimburses Owatonna Park and Rec for the difference.

a. City Resident - lives within the city limits of Owatonna or pays property taxes in the city.

b. Non City Resident - lives or works in Steele County, outside of Owatonna.

c. Outside Player - lives and works outside Steele County boundaries, but within the State of Minnesota.

2. Non-Resident teams may enter an Owatonna League contingent upon available facilities and if the entry will benefit the league. The decision will be made by the Park and Recreation Department and corresponding association.

3. Participants on non-resident teams must reside within the same sports community, or meet State Association eligibility requirements in which the team sponsor is located.

4. No registered player is permitted to play for payment.

5. High School students, at their option, may participate in either the Adult Athletic leagues or the Youth Athletic leagues providing they meet all applicable eligibility requirements.

6. High School students age 16 and older are eligible to participate the Owatonna Park and Recreation Adult Athletic leagues. High School Students must be 16 prior to the start of the current league. No exceptions.

7. Those the age of 15 may petition in writing to the Owatonna Parks and Recreation Department in attempt to participate in adult sports programs.

B. Team and Play or Registration

1. The deadline for filing team rosters shall be set each year by the Owatonna Park and Recreation Department, and the corresponding associations.

2. a. Softball rosters may carry twenty players.

b. Adult volleyball rosters may carry eighteen players.

3. The Official Team Roster form must be turned into the Park and Recreation office during regular business hours before an individual may play in a league. Roster forms must be filled out in full and players paid before team is considered registered.

4. The deadline for filing additions to the roster forms shall be set each year by the Owatonna Park and Recreation and the corresponding association.

5. Community College, college athletes or high school students who are competing on an interscholastic level are not eligible to participate in that given sport that is sponsored by the Owatonna Park and Recreation and corresponding association. (High School student may once their season is complete)

6. Team Rosters

a. Every player in all leagues, must be on a team roster.

b. Team rosters will bind players participation with that team during any one season. However, if a player wants her/her release, the player may transfer to another team, but it must be before the team roster deadline. The player's name will be crossed off the original roster and the player must sign the new roster before participating with the new team.

c. Basketball, volleyball, broomball, and slowpitch softball players are permitted to play in one division/league of a sport. Exceptions to this rule are a slowpitch/volleyball player may also play master softball or in co-rec leagues at the same time.

d. All games in which an illegally registered or non-registered player takes part will be forfeited by the offending team under formal procedures. (Section IV) Managers using an illegally registered or non-registered player will not be eligible to manage or play for two or more local league games.

e. Second offense will result in managers suspension from league participation for the remainder of the season.

7. Transfer of Players

a. During Season: See Section I, Number 7, Letter b.

b. Players may transfer teams during the off season.

SECTION II

GAMES, SCHEDULES, AND EQUIPMENT

- A.** All games shall be played in accordance with rules as listed under local Rules and Regulations and official rule books as designated by the Owatonna Park and Recreation Department.
- B.** League schedules and playoffs will be arranged by the Park and Recreation Department and announced when possible after team registration deadline.
- C.** Game equipment, scorekeepers, and referees shall be furnished by the Park and Recreation Department. Umpires will be furnished by the Owatonna Softball Association.
- D.** League championships shall be determined by the league win-loss record. In case of a tie between two teams for first place, co-championship trophies will be awarded.
- E.** League champions are sanctioned to advance to post season tournaments. In case of a tie, head to head record will be used, followed by run/point differential head to head, if still tied, overall run/point differential will be used, and finally coin flip.

SECTION III

MEETINGS

- A.** The Owatonna Park and Recreation Department will conduct meetings to discuss league format, rules, policies, and issues as often as deemed necessary, but not less than once per year for each sport conducted.
- B.** All meetings will be open to sponsors, team managers, coaches, and players. Meetings will be announced by local media and the Park and Recreation website.
- C.** Any decisions made at a meeting shall be subject to final approval of the Park and Recreation Department and Park and Recreation Board.

SECTION IV

PROTESTS

A. Rule Protest Filing Procedures

- 1.** Protests regarding rule interpretation must be declared at the time of the dispute and the officials informed that, from that point, this game is under protest.

2. All protests must be filed **in writing at the Park and Recreation Office** by 5:00pm.
3. A fee of \$50.00 must accompany the written protest. The \$50.00 fee will be returned only in cases where the protest is accepted.

B. Eligibility Protest Procedure

1. Eligibility protests must include the name of the team and player who is being protested. The protest must be made before the end of the game to an official.

C. Protest Appeal Procedure

1. It shall be the duty of the Owatonna Park and Recreation Department and the appointed Rules and Protest Committee to sit in judgment on cases of protest. The Park and Recreation Department shall appoint the Rules and Protest Committee. The Rules and Protest Committee shall be comprised of a game official, team manager, and two players selected at random for the specific sport. The Softball Association shall be the Rules and Protest Committee for the adult slow-pitch leagues.

SECTION V

ENTRY FEE AND CHARGES

- A. The Owatonna Park and Recreation Department and Association will set team and player participation fees annually.
- B. Those players who are residents, non-resident or outside players as designated under Section A1 sub letters a,b,c, shall pay player fees as determined by the Park and Recreation Department yearly.

SECTION VI

ATHLETIC ASSOCIATIONS

- A. All Athletic Associations shall abide by Adult Athletic Leagues Policy of the Owatonna Park and Recreation Department.
- B. Any association use of city facilities are contingent on their availability and ability to abide to of all facility rules and regulations.

SECTION VII

SPORTSMANSHIP

A. Sportsmanship Policies

1. Unnecessary roughness, profanity, arguing with game officials and destruction of property will not be tolerated. Player or team probation or suspension may occur, depending on situation. Employees hired by the Owatonna Park and Recreation Department are authorized to maintain order and are in charge of the gymnasium, locker room areas, and athletic fields.
2. No tobacco or intoxicating beverages will be permitted in the game area. No intoxicating beverages on school district property.
3. Team name and apparel.
 - a. Park and Recreation officials have the right to change team names prior to the season if they are deemed offensive and/or inappropriate. No refunds will be given as a result of the name change for apparel or other team related items as a result of the change of the team name.
 - b. Team Name: Once the season has begun any team name deemed offensive and/or inappropriate will be disqualified for the rest of the season, with no refunds for any expenses to include: fees, apparel and the like.
 - c. Team Apparel: Individuals wearing what is deemed offensive or inappropriate by an official or Park and Recreation employee, will be asked to change or turn inside out the apparel prior to the start of the game. Failure to do so will be an automatic ejection. This ejection will apply towards section VII (A) 5, under sportsmanship.
4. Any player, manager or coach, may be suspended from any game by a referee, umpire, or supervisor under circumstances covered by the Rules and Regulations. Player or team probation or suspension may occur depending on the situation.
5. Any player, manager or coach suspended from a game must, if directed by the official, proceed immediately away from the game area before play is resumed. Failure to do so after one minute will automatically result in a forfeit of the game to the other team.
6. Any player, manager or coach ejected from a game twice during the season will be ruled ineligible for the remainder of the season. A player striking or handling an official, program supervisor, another player, or fan within the game area will be immediately suspended for the season and will not be eligible for one year (or more) in any adult athletic league sponsored by the Owatonna Park and Recreation Department.
7. Managers are held responsible for the behavior of eligible players in the line up and will be suspended as player and/or manager, and/or coach for violations. Suspension will vary

depending upon the situation. A new manager must be assigned duties if the former manager is suspended.

8. Any player using an assumed name will be barred from participation in the league for one year.

B. Sportsmanship Hearings/Appeals

1. A hearing will be granted to a player or manager who have violated sportsmanship regulations.

2. Sportsmanship appeal procedure.

a. It shall be the duty of the Owatonna Park and Recreation Department and the appointed Sportsmanship Committee to set in judgment of cases where violations of sportsmanship have occurred. The Sportsmanship Committee shall be appointed by the Park and Recreation Department. The Sportsmanship Committee shall be comprised of a game official, team manager, and two players selected at random for the specific sport. The Softball Association shall be the Sportsmanship Committee for the adult slowpitch leagues.

SECTION VIII

KNOWLEDGE OF RULES AND REGULATIONS

A. Each manager shall be supplied with a copy of these regulations and they shall acquaint their players with the contents of the same.

B. Any infringements of the regulations may lead to expulsion from the league or other measures as the committee shall decide.

C. No accident or injury insurance is provided for participation in any league by the Park and Recreation Department.

DEFINITIONS

Resident Team/Non Resident: Team that falls within the sports community boundaries (county).

Non-Resident Team: Team that falls outside the sports community boundaries (county).

Co-Rec Leagues: Men and women playing on the same team against other teams with the same status.

Post Season Tournament: An MRPA and/or MSF/NSF district, region, or state tournament.

Team Registration: Formally entering a team in an adult league.

Team Roster: The form each player must sign, and stating the player will adhere to the rules and regulations of the Park and Recreation Department. It holds harmless the City of Owatonna and corresponding association from all injuries incurred while participating.

Player Fees: A fee that is in addition to the team entry fee to cover maintenance and administrative costs of the Park and Recreation Department.

Resident: Participants that live within the city limits of Owatonna.

Non Resident: Participants that live outside the city limits of Owatonna.

Manager: An individual designated on each team to organize team operations and representatives that team to the Park and Recreation Department and/or association to handle responsibilities.

Team Registration Deadline: The last day at which team entries are taken.

Game Area:

Outdoor: An area defined by an acreage within Park Boundaries or outdoor School District Athletic property boundaries where a game is being played.

Indoor: An area defined by the total facility in which a game is being played.

One Year Suspension: A span of time when a player is not eligible to play. Begins at the point of suspension through the next year's sport season including post season tournament play.

Example: If a softball player is suspended on May 14, 2013, that individual would not be eligible to participate in any Park and Recreation Department activity through softball season tournament play 2014.