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IMPORTANT PHONE NUMBERS

League Coordinator – Ralph Mirelez. 221-6356

League Leader – Neva Menchaca. 221-6308

Sports Supervisor – Marc Rademacher. 221-6309

RAIN-OUT UPDATES - CITY LINE. 416-2489 Code 5640

Manager's Points of Emphasis

As Manager/Coach for my team, I will:

- Arrive early on the first night of the season to ensure that our roster is filled out, signed and turned in fifteen (15) minutes prior to our scheduled game time and our line-up for the game is delivered to the scorekeeper ten (10) minutes before scheduled start time
- Be sure that all players on my roster are at least 16 years of age, and that all players 16 and 17 have signed on the appropriate section of the roster, along with their parent or legal guardian. In addition to the separate consent form that must be signed by the 16 or 17 year old player and the parent or legal guardian in the presence of the field supervisor, who will witness the signing. **NO EXCEPTIONS! If a player(s) is found to be under the age of 16, all games that player(s) participated in will be forfeited** (*Pg. 5, sec. IX, A – Rosters*)
- Be responsible for information in the Softball handbook and make sure my team knows the same (*Pg. 5, sec. IV – Manager's Responsibilities*)
- Turn my line-up in, each week, at least ten (10) minutes prior to the scheduled start time of our game and it will include **last name, first initial and jersey number of all players**
- Be responsible for the actions of my team members
- Ensure that no manager/coach, player, or team representative drink alcoholic beverages before or during a game (*Pg. 5, sec. XI, A – At the Fields*)
- Have respect for the game
- Have respect for the officials
- Have respect for the other team, the fans and the facility (*pg. 6, sec. XII, A – Misconduct's and Ejection's*)
- Help to retrieve foul balls & over-the-fence homeruns, or assign someone associated with our team to do so (*Pg. 7, Sec. XV, K – Homerun Rules*)
- Assure that there is a substitute to replace any ejected player

I understand that this is *recreational* softball and is supposed to be fun and competitive for everyone involved. I will do my part to ensure it is an enjoyable experience; not make a travesty/mockery of the game for everyone at the facility whether they are a player, spectator or official.

CITY LEAGUE SOFTBALL RULES & REGULATIONS

I General Information

- A. All Managers/Coaches are responsible for the information contained in this manual as well as any information that is mailed or distributed by the Sports staff. Managers/Coaches must share all information in this manual with team participants.
- B. The appropriate rule books (USSSA for slow pitch and ASA for fast pitch) will govern rules and regulations not contained in this manual.
- C. **ELASTIC CLAUSE:** The League Coordinator shall have complete charge of the Adult Softball League. Any and all situations not specifically covered by these rules shall be acted upon by the League Coordinator and all actions by the League Coordinator will be FINAL.

II Purpose of League Play

The purpose of the league to be sponsored by the Fort Collins Recreation Department is to combine the interest of both men and women softball players in the community to **friendly competition and clean sportsmanship.**

III Recreation Department's Responsibilities

- A. Provide a schedule of games.
- B. Provide game balls and scoreboards,
- C. Schedule all staff required to run the game.
- D. Provide at least one umpire.
- E. Provide a scorekeeper.
- F. Keep a record of all games played.
- G. Provide all necessary personnel to handle maintenance and other duties as needed.
- H. Handle any misconduct situations with the guidelines stated in the "Code of Conduct."
- I. Provide awards for 1st place teams in each league. Winners will be decided by:
 1. Overall standings.
 2. Head to head records.
 3. All three way ties will be broken by the League Coordinator to determine the league champion.

IV Manager's Responsibilities

- A. Inform all team members of the information contained in this manual or any printed material provided by the League Coordinator.
- B. Inform all team members of game times, dates and locations.
- C. Insure and monitor that all team members are recorded on official roster, including changes and additions throughout the season.
- D. Make sure all participants are at least sixteen (16) years of age.
- E. Inform Recreation Department, in a timely manner, of any difficulties that may occur.
- F. Be responsible for the actions of your team.
- G. Notify the Adult Sports office of any changes in the team manager or team manager's address or phone number(s).
- H. Be aware of all information posted at the ballfields including rain-out schedules, tournament information, and league standings.
- I. Adhere to all league rules as stated.
- J. See that the line-up is turned in to the scorekeeper ten (10) minutes before game time, with last names, first initials, and numbers.

V Before the Season Starts

If there are any changes in reference to the contact person for the team (change of manager, change of manager's address, phone number, etc.), the Sports office must be notified immediately, failure to do so may result in your team not being notified of schedule changes/revisions, etc.

- A. **Field Reservations** – Fields may be reserved at 413 S. Bryan Avenue. All fields must be reserved in person at the Sports office and the fee paid at the time of reservation. **Early in the year, some fields will be going through renovation and conditions may vary.**
- B. **Special Scheduling Requests** – No special requests for early or late games. A team may postpone a game in case of an emergency. The judgment of the League Coordinator shall prevail in determining an emergency. If the other team cannot make up the game, the game will be declared a forfeit. **NOT ALL GAMES ARE GUARANTEED TO BE RESCHEDULED!**
- C. **Player List** – If teams need players, the Sports office has a list of players (men and women) looking for teams to play on. Call 221-6356 or 221-6308 for more information.

VI **Rain-Outs**

- A. If **rain interrupts** a game and it has not gone five innings (4 ½ if the home team is ahead), when it is rescheduled it will resume from the point that it originally ended.
- B. **Special scheduling for these games cannot be guaranteed.** *If the rain-out is to be made up*, the rain-out schedules will be available online at www.fcgov.com/sports and they will be posted at Rolland Moore Park. We will not make up games that you do not show up for. **It is not guaranteed that rain-outs will be made up on your teams' normal league night.**

VII **Determination of Wet Ground**

On weekdays, prior to 4:00 P.M., the determination will be made by the Recreation staff. After 4:00 P.M. or on weekends or holidays, the Field Supervisor will determine when grounds are too wet to play. On questionable days, call **City Line at 416-2489 code 5640 after 4:00 P.M.** for determination of playing conditions. We cancel games due to safety factors. If, in our minds, we feel someone could be injured due to field conditions we will postpone play.

VIII **Team Classifications**

Men's, Women's, and Coed:

- A. **Division I:** Teams consisting of top level athletes who play consistent offense and defense. Team has a good mixture of power and speed. These teams probably participate in several tournaments and have scheduled practices.
- B. **Division II/Coed Comp:** Teams have some power and speed, but are not as well balanced and lack the consistency of the Division I teams. Several players may only be average on defense and/or offense.
- C. **Division III:** Teams consists of average to below average skilled players and some players who are lacking consistency on offense and defense.
- D. **Division IV/ Coed Rec:** Teams generally are made up of inexperienced players. Teams lack power and overall defensive skills. Players participate for exercise and enjoyment of the sport. Purely a recreational division.

IX **Rosters**

- A. The keeping of the players' roster for each team, transferring of players, and addition of new players shall be the responsibility of, and subject to approval of, the Field Supervisor.
- B. All team rosters are unlimited. Players may be added anytime during the season. Player additions must be made at the fields by contacting the Field Supervisor. Each player added must sign the roster before they will be allowed to participate.
- C. All players must be at least 16 years of age (cannot play until the day they turn 16). Players 16 and 17 years of age are allowed to play in the adult leagues. There is a separate section on the roster for 16 and 17 year old players to sign along with their parent or legal guardian. In addition, there is a separate consent form that must be signed by the 16 or 17 year old player and the parent or legal guardian in the presence of the Field Supervisor, who will witness the signing. **NO EXCEPTIONS! If a player(s) is found to be under the age of 16, all games that player(s) participated in will be forfeited.**
- D. Players may participate in multiple City League slow pitch teams, as long as they are not in the same league on the same night, and must play only in the same division, or one division up or down. They may also play fast pitch and coed if desired. Any player found playing on two City League slow pitch teams on the same night in the same league will be suspended for a minimum of two (2) games. Players dropping from one team after playing one or more games must wait two (2) games before playing on another team in the same league. Notification must be made in writing to the league coordinator so a filing date can be made.
- E. **Players must have a photo I.D. available for identification at all games.** Any team found guilty of playing a person under an assumed name will be charged with a forfeit, which includes a \$25.00 forfeit fee. That player and coach may also be ineligible to participate in the league for the remainder of the season.
- F. **Roster checks:** Random roster checks will be made by Field Supervisors and Sports staff without notice. Any participant found playing that is not on the roster will be immediately suspended.
- G. The league coordinator will make the final decision regarding player eligibility.

X **League Play Begins / Conflicting Dates**

League play for the spring season will begin mid March.

League play for the summer season will begin Early May.

League play for the fall season will begin late August.

Several leagues will be affected by holidays and other field conflicts. Look over your schedule carefully for field changes or non-scheduled dates.

XI **At the Fields**

- A. **Alcohol** – **No alcoholic beverages are allowed in City Parks.** No player, manager, coach, or team representative is allowed to drink alcoholic beverages before or during a game. The City of Fort Collins has an **“Open Container”** law that states: **“It is unlawful to have open containers of alcoholic beverages in any city park or ball field.”**

The Fort Collins Police Department is enforcing the open container ordinance. In cooperation, the City Sports Division will suspend participants from league play in the following manner:

1. **First Offense** – Two league game suspension and a letter sent to the manager/coach informing the team of the offense and suspension.
 2. **Second Offense** – League suspension for one full year from the date of the offense and a one game suspension for the entire team. A letter to the team sponsor informing them of the violation and suspension.
- B. **Glass Bottles** – According to Ordinance #62, no person shall bring any glass containers or have possession of the same while in the City’s Parks. This is for your own safety and the safety of others.
- C. **Dogs** – Ballfields are no place for dogs. Players and spectators are requested to refrain from bringing their dogs to the ballfields. No dogs shall be left unattended or without a leash. Dogs must not be tied and left unattended.
- D. **Soft Toss** – There is no hitting into any fences or backstops allowed. This causes severe damage to fences and will not be tolerated. Violators will be charged for damages.

XII Misconducts and Ejections

In order to prevent injuries, the following rules will be strictly enforced:

- A. **Zero Tolerance Rule:** The City of Fort Collins has adopted a “ZERO TOLERANCE RULE” towards foul language and taunting. Any player using any type of FOUL LANGUAGE or TAUNTING of any kind will be removed from the game without warning.
1. A warning shall be given to both teams prior to the beginning of the game. This means the umpires will give the managers the warning in pre-game; managers are responsible for relaying the warning to their team so all players are aware. After the warning, all instances of FOUL LANGUAGE or TAUNTING heard by an umpire will result in a player ejection. If the ejection results in a team having less than the allotted number of eligible players required to continue the game, then the game will be declared a forfeit.
 2. Any FOUL LANGUAGE voiced in a manner loud enough to be heard by other players or fans and umpire(s) will be dealt with immediately.
- B. **Any gestures** or phrases directed at the opposing team, umpires, staff, or fans that are considered offensive, will be dealt with immediately. Such gestures or phrases would include, but are not limited to:
1. Saying derogatory comments to umpires, staff, fans or players.
 2. Flipping people off.
 3. Tossing or throwing a ball, glove, bat or other object at a player, staff, fan or umpire.
- C. **Fake Tag:** Any player who uses a fake tag will receive an immediate ejection from the game. A warning will not be given.
- D. **Thrown bat rule:** A player will be ejected immediately and charged with an out if he/she flagrantly throws a bat, regardless if it hits a person or not.
- E. **Ejections:** Any player, coach, manager, fan, or participant ejected from a game **must leave the complex and not return that same evening**. If the person does not leave within a desired amount of time (**2 minutes**) the game will be declared a forfeit. Any participant who is ejected from a game will be suspended from the current game immediately as well as the next scheduled game.
1. **If you get caught violating suspension, stricter penalties will be imposed.**
- F. **Misconduct:** We believe sponsors are important to the softball program. When deemed necessary, a letter will be sent to the teams sponsor(s) informing them of player, coach, manager or fan misconduct or poor sportsmanship. Please refer to the player code of conduct at the end of this manual. Misconduct’s will be handled by the League Director and Misconduct Committee and their decision is final.

XIII Uniforms and Equipment

- A. **Uniforms**
1. Like-colored shirts are required with a minimum of 6-inch numbers on the back of shirts. No identical numbers! The numbers are required for our scorekeepers to keep accurate records.
- B. **Footwear:** Shoes must be worn at all times (no bare feet).
1. **Softball shoes for slow pitch:** Any plastic spike or molded sole will be acceptable. No metal is to show on the bottom of the shoe.
 2. **Softball shoes for fast pitch:** Metal spikes are acceptable.
 3. Tennis shoes of any type are legal.
 4. Sandals, hiking boots, western cowboy boots, work boots, or similar footwear is not allowed.
- C. **Miscellaneous:**
1. **Equipment** - Bats, gloves, mitts, catcher’s gear, uniforms, etc., must be furnished by the team.
 2. **Helmets** - All fast pitch teams are required to have and wear helmets. Recreation will not supply these! Players and teams without helmets will not be allowed to play.
 3. **Jewelry** - Jewelry that would be hazardous as decided by the umpire or field supervisor will need to be removed, covered or taped.

4. **Hats** - Are optional and may be worn forward or backwards.

XIV **Communicable Disease Rule (Blood Rule)**

- A. Whenever a player suffers a laceration or wound where bleeding or oozing occurs, the game will be stopped immediately.
- B. The player will be removed from the game until the bleeding is stopped and the wound is adequately covered.
- C. If a legal substitute is available, they will replace the injured player and play will continue.
- D. If no substitute is available, the game clock will be stopped for a reasonable length of time (3 to 5 minutes) to enable the injured player time to dress his/her wound.
- E. The player may re-enter the game only with the umpire's approval. This means bleeding must be stopped and/or wound covered. Any article of clothing that is saturated with blood must be removed and replaced. Replacement jerseys are not required to have numbers.

XV **The Game**

LEAGUES ARE NOT SANCTIONED BY U.S.S.A

- A. ****Infield Fly Rule:** A batter who hits a fly ball in the infield is automatically out, time is called and the ball is dead when there are runners on first and second, or first, second and third bases with less than two outs. **NOTE:** The ball remains live and in play, with runners in jeopardy.
- B. **Official Game:** All games will be seven (7) innings or 55 minutes for slow pitch and one hour and fifteen minutes for fast pitch. If the game is tied, extra innings will be played with the "International Tie-Breaker Rule" used until a winner is decided.
- C. **International Tie-Breaker Rule:** After the completion of seven (7) innings or the time has expired and the score is tied, the "International Tie-Breaker Rule" will be in effect:
 - 1. The last legal batter in the preceding inning shall be placed on second base to begin the next inning and each succeeding inning until the tie is broken.
- D. **Run Rule:** A slow pitch team ahead ten (10) runs at the end of five (5) complete innings (or 4 ½ innings, if home team is ahead) or fifteen (15) runs after four (4) innings (or 3 ½ innings, if home team is ahead), or twenty (20) runs after three (3) innings (or 2 ½ innings, if home team is ahead) shall be the winner. For fast pitch there will be a seven (7) run rule after five (5) innings.
- E. **Time Limit:** No new inning shall begin after 55 minutes of play for slow pitch games and one hour and fifteen minutes of play for fast pitch games. If an inning is in progress when the time limit is reached, the inning and game shall be finished according to the official rules.
- F. **Warm-up:** No infield practice will be allowed. Teams should use the warm-up area located outside of the playing field. Absolutely no play on the field if any maintenance is being performed.
- G. **Game Time:** A coin toss will determine home team. Game time begins with the coin toss. **At game time, if a team has not turned in a complete and correct line-up, the opposing team will be given the option of "Home or Visiting Team" (No coin toss and game time is started)!** If neither team has turned in a complete and correct line-up, a coin toss will determine the home team and time will begin.
- H. **Forfeits:** If at the starting time, as per schedule, one team does not have enough players (at least 6), that game will be a forfeit. Game time is forfeit time. The plate umpire's decision will be final on forfeiture of any game.
EXCEPTION: The forfeit rule does not apply if the preceding game has been delayed.
 - 1. If a team has a full squad, nine (9) players for fast pitch, ten (10) players for slow pitch, that team must start the game with a full team.
 - 2. If a forfeit occurs, the team(s) scheduled for that field may practice until fifteen (15) minutes before the scheduled start of the next game on that field. Under no circumstances will umpires or scorekeepers be utilized.
- I. **Forfeit Fee:** A team shall be ineligible to continue this program after forfeiting one game unless they pay the league \$25.00 for the game they forfeited. Reinstatement fee must be paid prior to their next scheduled game.
- J. **Protest:** A \$50.00 (cash) fee will be charged at the time of the protest. If the protest is upheld, the fee will be refunded. Protests can only be made on interpretation of rules or player eligibility. In the case of a protest for player ineligibility, \$50.00 per player will be charged. If a protest can not be settled at the field, notation will be made at the time of protest and the game will continue.
- K. **Homerun Rules: Division I – One up Rule:** Each team can hit up to one more over the fence homerun than the other. Each over-the-fence homerun after the one up rule will be an out. **Division II – Two (2) over-the-fence homeruns per game per team.** Each over-the-fence homerun after two (2) will be an out. **Division III – any over the fence homeruns are outs.** **Division IV/Leisure – any over the fence homeruns end the half of the inning.**
YOU HIT IT YOU GET IT! Clock will run and the umpires will not retrieve balls hit out of play.
Players hitting over the fence homeruns will not run the bases.

- L. **Ball and Strike Count:** All City slow pitch league games will start with a count of 0 and 0. This means three (3) balls you walk and two (2) strikes you're out.
- M. **Pitching Arc Limit:** The arc limit will be a minimum 6' from the ground to a maximum of 12' from the ground.
- N. **Re-entry rule:** All starting players may re-enter a game, but must do so in the same batting order. There is no limit to the number of times a starting player can go out and re-enter a game.
- O. **No Courtesy Runner:** If a player is injured, he/she can be removed from the game without an out taken. If a player is safe on a play but injured and has to leave the game, the player just leaves the field of play and no out is taken, the base is just left unoccupied. That player may not re-enter the game. If the player wants additional time to rest, but wants to stay in or re-enter the game, an out will be taken at the base. The player or coach involved will be given the option. **Again, NO Courtesy Runners Allowed.**
- P. **Number of Batters:** In all slow pitch leagues, teams can bat as many players as they would like. If they have ten (10), they must play ten (10) players. This means they can bat fifteen (15) if they have them, provided they are present and on the line-up at the start of the game.
- Q. **Late Arrivals:** If you have a line-up of less than ten (10) players at game time, you may add additional players, upon their arrival, up to ten (10), into the game at the bottom of the line-up. Once ten (10) players are reached, all additional players must be used as **substitutes only**. Do not list players on your line-up that are not present.
- R. **Retiring from play:** If a player comes out of a game and does not bat: (exception: injury on the field **NOTE:** an illness is not an injury). If ten (10) players or less - no automatic out is taken when this player would come to bat. If eleven (11) players or more - an automatic out will be taken when this player would come to bat, unless a substitute player was inserted for the retired player. **(This includes ejections).**
- S. **Safety Bases:** Safety bases will be used for all slow pitch leagues. Players who are going to round first must touch the white part of the base, on all other plays the player must touch the orange part of the base or be called out.

XVI COED Rules

- A. **Number of Players:** A minimum of 6 Players (minimum 3 females) can start a game. At no time can there be more males than females on the field of play for defense.
- B. **The Ball:** The 11 inch softball will be used when a female is batting and a 12 inch softball will be used when a male is batting.
- C. **Commit Line:** There will be a perpendicular line drawn two thirds of the way between 3rd base and home plate. Once a runner goes past that line they **cannot return to third base**, they are now considered a **force out** and must touch the orange safety base; the fielder must step on home plate to get the out. **NO TAG!!** If the fielder tags the runner or touches the wrong base, the runner is safe. If the base runner goes back to third base after crossing or touching the Commit Line or touches the wrong base they are out.
- D. **Batting Order:** Male and female players must alternate in the batting order. Teams may bat one more male than female. **NOTE:** If a team starts the game with an odd number of batters a female player must occupy the first position in the batting order. When batting two males back to back; it must be at the bottom of the line-up, with a female batting at the top of the line-up.
- E. **Walks:** When a male batter receives a base on balls or intentional walk, he will be awarded first and second base with the next female batter having the option to walk or bat. When batting two males in a row, if the first male batter receives a base on balls or intentional walk, he will be awarded first base **only**.
- F. **Home Run Rules: Competitive** - There is one (1) over-the-fence home-run allowed; with any additional over the fence home-runs ruled an out. **Recreational** - Any over-the-fence home-runs will automatically end that half of the inning.

City of Fort Collins Recreation Department
SPORTS CODE OF CONDUCT

Applicability:

This Sports Code of Conduct applies to all sports organized by the City of Fort Collins Recreation Department, whether taking place on City-owned property, or on any other property that the City has arranged to use.

“Sports” include any and all activities or events listed under the category of “Sports” in the most current edition of the City of Fort Collins *Recreator* Publication. The City may add or delete activities from this category in the City’s discretion.

Definitions:

City: The City of Fort Collins.

Coach: The person designated as a team’s spokesman. May be either a player or non-player.

Field of play: The part of a court, field, ring or other sports venue that is considered within the boundaries for regulation play of a particular sport.

Field Supervisor: A City employee in charge of the operation and staff of a scheduled sports game, match, or event, as well as this Code of Conduct.

Manager: The City’s Recreation Manager/Sports or such other person as the Director of Recreation may specify.

Official: A person who the City has arranged to be present at a sports venue for the purpose of administering the rules of the game, match or event, as well as this Code of Conduct.

Parent: The legal guardian or other family member responsible for a child who is under the age of 18 and is participating in a sport sponsored by the Recreation Department.

Participant: Any coach, player, parent, spectator, official or any other person involved in any way with any sport sponsored by the Recreation Department.

Participation: Any involvement in a Recreation Department sport, including spectating, officiating, playing, coaching, or attending a sporting event.

Player: A person who physically participates in a sport or is on the roster of the team or group participating in the sport.

Probation: A period of time during which a person who has previously violated the Sports Code of Conduct may have no further violations.

Recreation Department: The City of Fort Collins Recreation Department.

Sport: Any Recreation Department-organized activity or event that is listed under the category of “Sports” in the most current edition of the City’s *Recreator* publication or a new yet-to-be advertised activity that is run by a recreation staff member who is specifically designated by organizational chart as a member of the sports team.

Spectator: A person who watches a sport for entertainment with no physical involvement.

Sportsmanship: Conduct, such as fairness, respect for one’s opponent and for officials, and graciousness in winning or losing, that are appropriate to one participating in a sport.

Sports Venue: An area improved with fencing, buildings, bleachers, goals, turf or other landscaping, lines or other markings or any other facilities intended for use by players, officials, spectators or anyone else participating in a sport. Examples of sports venues include fields, courts, tracks, gymnasiums or field houses, arenas, pools, ice rinks and bowling alleys.

Suspension: Loss of the privilege to participate in any manner in a Recreation Department sport.

Unsportsmanlike: Exhibiting poor behavior through negative, disruptive or inappropriate actions.

Prohibited Acts:

No participant shall:

1. Physically attack any other participant or any City staff person. This includes but is not limited to striking, shoving, kicking or otherwise touching or subjecting another person to physical contact in a threatening or alarming manner.
2. Refuse to abide by an official's decision and /or contest such decision in an unsportsmanlike manner.
3. Use obscene language or gestures, harassing, insulting, taunting or challenging language, racial, ethnic or sexual slurs, or unsportsmanlike demonstrations of dissent concerning an official's decision.
4. Use unnecessary roughness in the play of a game against an opposing player.
5. Throw or cause to be deposited any object onto the field of play.
6. Violate the City of Fort Collins open container ordinance, or other state or local alcohol or drug laws, while at a sports venue, or enter the field of play while under the influence of drugs or alcohol.
7. Smoke in any indoor sports venue, or while coming off or going on the field of play, or while on the field of play, whether indoors or outdoors.
8. Display other unsportsmanlike conduct before or after games or events, or while at a sports venue during a scheduled activity, game, match or event.

Enforcement:

The minimum penalty for smoking shall be a warning, and the maximum penalty shall be ejection from the game. For all other violations, the penalties shall be as follows:

1. **Minimum Penalties.** Ejection from the current sports activity or event and suspension from the next scheduled game, activity, or event. Any participant who is ejected must leave the sports venue immediately. This means going far enough away that he or she cannot be seen or heard by any participant within the sports venue. Minimum penalties may be imposed onsite by an official or field supervisor.
2. **Medium Penalties.** Suspension for up to the remainder of the scheduled season or up to one year, and one or more years on probation. After review of the alleged violation by Recreation Department staff, medium penalties may be imposed if 1) another infraction has occurred by the individual resulting in a penalty within the past calendar year; 2) the individual violated more than one section of this Code during the current incident; and/or 3) in the judgment of staff, the severity of the infraction justifies penalty beyond the minimum but not to the maximum level. Medium penalties may be imposed in addition to minimum penalties.
3. **Maximum Penalties.** Suspension for one to five years. Maximum penalties may be imposed if, after review of the alleged violation by Recreation Department staff, it is determined that the severity of the violation justifies the maximum penalty, based on negative impact to the program, other participants, spectators, and/or staff. Maximum penalties may be imposed in addition to minimum and/or medium penalties.
4. Any behavior that is also a violation of law may result in criminal charges.
5. Any participant who engages in three or more of the prohibited acts described above during any twelve-month period shall be suspended for up to five years, followed by two years of probation.

6. Any participant who engages in a prohibited act while on probation shall be suspended for one to five years.

Appeals:

Appeals of any enforcement decision may be made by submitting a written statement of appeal to the Recreation Manager/Sports within fifteen (15) calendar days of the issuance of the decision to be appealed. If an enforcement decision is not appealed within fifteen days of issuance, it shall be considered final.

The statement of appeal shall include a description of the decision in question and related events, and the basis for the appeal. The appealing party may provide any additional information he or she believes is relevant in support of the appeal.

The Manager will conduct such investigation as he or she determines to be appropriate, given the basis of the appeal and the related facts, and may conduct an informal hearing on the matter in his or her discretion. In the alternative, the Manager may convene an Appeals Board made up of Parks and Recreation staff that has no personal involvement in the decision being appealed, and such board shall conduct an appropriate investigation.

The Manager or Appeals Board, if one is convened, shall issue a written decision on the appeal within thirty (30) days from the filing of the appeal. The written decision shall include an explanation of the basis for the conclusion reached.

REVISED: May, 2007
