



## MEMORANDUM

**TO:** Adult Softball Managers  
**FROM:** J.J. Brannan, Recreation Coordinator  
**DATE:** July 09, 2024  
**SUBJECT:** Fall Adult Softball League Information

### DIVISIONS OFFERED AND DAYS OF PLAY:

Coed Tuesday Night (#14067)  
Thursday Night (#14068)  
Friday Night (#14069)

**LEAGUE FEE:** \$760 per team of ten (10) player's minimum, eighteen (18) player's maximum, plus a \$30 team name registration fee if applicable. The team name registration fee applies once annually and every time a team name is changed. Each nonresident player will be charged an additional \$13 for the season, due in advance with the league fee.

**FEE AND ROSTER DEADLINE:** All fees and rosters are due by 5:00 p.m. at the Parks and Recreation Department on Thursday, August 1, 2024. **Team Rosters will not be accepted unless they are complete with signatures and include full payment of fees.** Payment will be accepted in cash, one lump sum check (make payable to the 'City of Brentwood'), or Visa/MasterCard.

**LEAGUE ENTRY:** All teams will be accepted on a first-come, first-serve, basis determined by date and time of league fee payment.

**LEAGUE MANAGERS MEETING:** A mandatory managers meeting will be held on Thursday, August 15 at 6:30pm Managers will receive additional information about the meeting location the week prior.

**LEAGUE PLAY:** League play will be held at Sunset Park Athletic Complex at 655 Sunset Rd.

**START DATES:** The league is scheduled to start the week of August 20, 2024. Please call the City of Brentwood Parks and Recreation office at (925) 516-5444 if you have any questions or need any further assistance.

You may also contact J.J. Brannan, Recreation Coordinator at 925-516-5388 or [jbrannan@brentwoodca.gov](mailto:jbrannan@brentwoodca.gov)

**City of Brentwood Parks and Recreation Department League Roster**

**Team Name:** \_\_\_\_\_

**2024 Fall Adult Softball League - League Night:** \_\_\_\_\_ **Note:** Limit of 10 minimum, Maximum 18 players, and 1 coach per team roster.

*Each of the undersigned has read the release carefully, understands, and assumes the risks involved.*

<b>TEAM MANAGER</b>		
<b>1</b>	Last Name, First Name (Print)	Address
	Signature	Phone Number Emergency Contact/Phone Number
<b>PLAYERS</b>		
<b>2</b>	Last Name, First Name (Print)	Address
	Signature	Phone Number Emergency Contact/Phone Number
<b>3</b>	Last Name, First Name (Print)	Address
	Signature	Phone Number Emergency Contact/Phone Number
<b>4</b>	Last Name, First Name (Print)	Address
	Signature	Phone Number Emergency Contact/Phone Number
<b>5</b>	Last Name, First Name (Print)	Address
	Signature	Phone Number Emergency Contact/Phone Number
<b>6</b>	Last Name, First Name (Print)	Address
	Signature	Phone Number Emergency Contact/Phone Number
<b>7</b>	Last Name, First Name (Print)	Address
	Signature	Phone Number Emergency Contact/Phone Number
<b>8</b>	Last Name, First Name (Print)	Address
	Signature	Phone Number Emergency Contact/Phone Number
<b>9</b>	Last Name, First Name (Print)	Address
	Signature	Phone Number Emergency Contact/Phone Number
<b>10</b>	Last Name, First Name (Print)	Address
	Signature	Phone Number Emergency Contact/Phone Number

<b>11</b>	Last Name, First Name (Print)	Address	
	Signature	Phone Number	Emergency Contact/Phone Number
<b>12</b>	Last Name, First Name (Print)	Address	
	Signature	Phone Number	Emergency Contact/Phone Number
<b>13</b>	Last Name, First Name (Print)	Address	
	Signature	Phone Number	Emergency Contact/Phone Number
<b>14</b>	Last Name, First Name (Print)	Address	
	Signature	Phone Number	Emergency Contact/Phone Number
<b>15</b>	Last Name, First Name (Print)	Address	
	Signature	Phone Number	Emergency Contact/Phone Number
<b>16</b>	Last Name, First Name (Print)	Address	
	Signature	Phone Number	Emergency Contact/Phone Number
<b>17</b>	Last Name, First Name (Print)	Address	
	Signature	Phone Number	Emergency Contact/Phone Number
<b>18</b>	Last Name, First Name (Print)	Address	
	Signature	Phone Number	Emergency Contact/Phone Number
<b>C</b> Coach	Last Name, First Name (Print)	Address	
	Signature	Phone Number	Emergency Contact/Phone Number

Note: Coaches are not eligible to play in games. Coaches do not pay non-resident fees.

**City of Brentwood, Parks and Recreation Department – Roster, Release and Assumption of Risk Form**

I hereby agree to play for \_\_\_\_\_ Team in the Brentwood Parks and Recreation Department's 2024 Fall Adult Softball League

**This is a waiver and release – read it carefully before you sign it.**

In consideration of the acceptance of my application for entry into any Sports League, through this roster, I hereby waive, release and discharge any and all claims for damages, for death, personal injury or property damage which I may have, or which hereafter may occur to me, against the City of Brentwood, Brentwood Union School District, and Liberty Union School District, as a result of my participation. This release is intended to discharge the City of Brentwood, Brentwood Union School District, Liberty Union School District, its officers, officials, employees, and volunteers from and against any and all liability arising out of or connected in any way with my participation in the League, even though that liability may arise out of carelessness or negligence on the part of the City of Brentwood, Brentwood Union School District, and Liberty Union School District or persons named above.

**I further understand that accidents and injuries can arise out of my participation; knowing those risks, nevertheless, I hereby agree to assume those risks and to release and hold harmless all of the persons and agencies mentioned above who might otherwise be liable to me for damages.** It is further understood that this waiver, release and assumption of risk is to be binding on my heirs and assigns. I understand that no medical insurance is provided by City of Brentwood, Brentwood Union School District, and Liberty Union School District.

I attest that I am at least 18 years of age and that I will, if asked, provide a legal photo identification document verifying date of birth and identity.

***I also attest that I have read and agree to follow the Activity Code of Conduct***

This is a release; I have read this release carefully. I understand and assume the risks involved.

City of Brentwood, Parks and Recreation Department – Manager Responsibilities Agreement

I, \_\_\_\_\_ hereby agree as the Manager for \_\_\_\_\_ Team in the City of Brentwood, Parks and Recreation Department 2024 Fall Adult Softball League to abide and comply with the following:

**I am Responsible for:**

- Attending meetings held by the City of Brentwood, Parks and Recreation Department and its representative.
- Being knowledgeable of and keeping his/her team members informed of League rules, policies, schedules, changes and any important information.
- Providing a complete roster to the Parks and Recreation Department.
- Providing proof of residency for all players on his/her team when Team Roster is turned in to the Parks and Recreation Department.
- All players being 18 years of age or older.
- Providing positive identification or proof of residency, if challenged. This proof must be provided within 24 hours of the protest or challenge.
- The payment of all league's fees, including any NSF payment that may occur.
- The conduct of his/her players and spectators at all times.
- Enforcing all COVID-19 guidelines.

I have read and understand the above information. I agree to assume all responsibilities of a team manager.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

## ACTIVITY CODE OF CONDUCT

1. **Activity Code of Conduct:** This Code of Conduct will be in effect before, during and immediately after all City of Brentwood (“City”) activities when on City controlled property. All activities held in Brentwood shall be conducted in compliance with the Brentwood Municipal Code (“Municipal Code”) and any rules and regulations (“R/R”) specific to utilizing a particular facility/program. Violations of the Code of Conduct and R/R may result in penalties specified below. Violations of the Municipal Code may also result in civil and/or criminal citations. Any flagrant violation of the Code of Conduct, the Municipal Code and/or R/R may result in immediate expulsion from the class/program/facility. Further disciplinary action may be taken, and the participant/spectator may not be issued a refund.
2. **Goal:** The goal of the City of Brentwood Parks and Recreation Department (the “Department”) is to provide and promote recreational activities for persons interested in good conduct, fair play, and sportsmanship in a pleasant, safe and healthy environment. One objective in developing this Activity Code of Conduct (“Code of Conduct”) is to enhance the enjoyment of the activity by the participants.
3. **Definitions:** For the purpose of the Code of Conduct, unless otherwise apparent from the context or defined elsewhere in the Code of Conduct, certain words and phrases used are defined as the following:
  - a. **Activity:** A specified form of action in the area of recreation. An activity may include, but is not limited to, a class, program, sports league, special event, training, or meeting.
  - b. **Flagrant:** Extreme or deliberate violation of rules and regulations and/or customary acceptable behavior.
  - c. **Instructor:** One who imparts knowledge or skill to another.
  - d. **Official:** An authorized authority who supervises the activity.
  - e. **Parent:** A mother, father, legal guardian, grandparent, aunt, uncle, brother, sister or anyone spectating or representing the child at an activity.
  - f. **Participant:** One who takes part in an activity.
  - g. **Person of Authority:** Any full or part-time City of Brentwood employee and/or independent contractor authorized to supervise and enforce City of Brentwood rules, regulations or codes, as they pertain to a specific activity.
  - h. **Spectator:** An observer or on-looker of an activity.
  - i. **Volunteer:** An individual, coach, manager, team parent, umpire, referee, teacher, or other official who is giving their time and expertise and acting in a non-paid capacity.
4. **Violations:**
  - a. All violations of the Code of Conduct, the Municipal Code and/or R/R can result in a penalty, which may exceed the minimum penalty.
  - b. In case an incident arises that is not covered by the Code of Conduct, and/or R/R, the lead person of authority will determine what action will be taken.
  - c. Multiple and/or flagrant violations of the Code of Conduct, the Municipal Code and/or R/R by a team may result in a team suspension.
  - d. Any person and/or team ejected from an activity must leave the facility immediately; the person and/or team must remove himself/herself/team out of sight and sound of the official/instructor/person of authority.
    - i. **Failure to abide by section 4.d will result in a minimum two (2)-activity dates/games/matches/meets/class suspension for the individual and/or team.**

**Penalty:**                   **First Offense:** The team, including all rostered players whether present or not during the violation, will be ejected and suspended from the following activity, game, match or meet, and an incident report filed with the lead person of authority.

**Maximum Penalty:** Players on the team, including all rostered players whether present or not during the violation, are subject to expulsion from the Department’s activities or use of facilities
5. **Abusive Manner - NO PERSON SHALL:**
  - a. Refuse to abide by an official’s/instructors/person of authority’s decision(s).
  - b. Be guilty of overt demonstration of dissent at an official’s/instructors/person of authority’s decision(s) by throwing sports gear or equipment or any other forceful action.
  - c. Dispute with, or disrespect an official/instructor/person of authority or publicly discuss with an activity participant or spectator, a decision reached by an official/instructor/person of authority in a derogatory or abusive manner.
  - d. Verbally attack in an abusive manner any other person.
  - e. Act in a disruptive manner.
  - f. Use profane, obscene or vulgar language.
  - g. Verbally, visually or physically harass any official/instructor/person of authority, volunteer, participant or spectator.

**6. Rough Tactics - NO PERSON SHALL:**

- a. Direct or use unnecessary rough tactics in the course of an activity against the body of another person.

**7. Use of Tobacco Products - NO PERSON SHALL:**

- a. During the course of an activity as a participant, spectator, volunteer, or official/instructor/person of authority; partake in smoking or chewing tobacco products.

**PENALTY:First Offense:** Individual/team will receive a warning.

**Second Offense:** Individual/team shall be ejected from the activity; automatic suspension from the following activity, game, match or meet, and an incident report filed with the lead supervisor.

**Third Offense or Flagrant:** Increased suspension of activities, games, matches or meets or to a maximum penalty of expulsion from the Department’s programs or use of facilities.

**8. Aggression - NO PERSON SHALL:**

- a. Attack or act in an aggressive manner towards another person; be a willing participant in a fight; or threaten another person with a physical attack.

**9. Alcohol or Gambling - NO PERSON SHALL:**

- a. Appear at the activity area at any time in an intoxicated condition or be allowed to consume alcoholic beverages while participating, watching, officiating/instructing, or volunteering during an activity. The presence and/or the consumption of any and all alcoholic beverages are prohibited at all City parks. See Municipal Code 7.02.120.
- b. Gamble or place bets concerning the outcome of an activity with any spectator, volunteer, official/instructor/person of authority, or participant.

**PENALTY:First Offense:** Ejection from the activity; automatic suspension from the following activity, game, match or meet, and an incident report filed with the lead supervisor.

**Second Offense or Flagrant:** Expulsion from the Department’s programs or use of facilities, and/or criminal charges filed.

**10. Suspended or Non-Rostered Participants - NO PERSON OF AUTHORITY/VOLUNTEER SHALL:**

- a. Knowingly allow a suspended participant to participate in a game, match, meet, or activity during the participant’s time of suspension in any manner (such as a player, coach or, scorekeeper) or allow a non-rostered person to actively participate in a game, match, meet, or activity/program.

**PENALTY:First Offense:** Any game, match or meet that a suspended or non-rostered person participates in will be forfeited. The rostered person will also be suspended from participation at the next scheduled game, match, meet, or activity and the coach/manager may be suspended from the following game, match or meet, or activity/program as determined by the Department. A non-rostered person is not considered a participant. The non-rostered person may not participate on, nor coach or manage any team for the remainder of the season.

**Second Offense or Flagrant:** Expulsion from the Department’s programs or use of facilities.

**11. Acknowledgement:**

- a. I hereby pledge to provide positive support, care, and encouragement for those participating by following this Activity Code of Conduct.
- b. I will encourage good sportsmanship by demonstrating positive support for all players, coaches, Brentwood Parks and Recreation Department (“BPRD”) staff, instructors and officials at every game, practice, sports event, activity or program.
- c. I will place the emotional and physical well-being of others ahead of my personal desire to win.
- d. I will support coaches, BPRD staff and officials, in order to encourage a positive experience for all.
- e. I will reinforce an environment that is free from drugs, tobacco, vape and alcohol and will refrain from their use at all activities.
- f. I will treat other players, coaches, BPRD staff, instructors and officials with respect regardless of race, sex, or creed.

**By signing this, I hereby acknowledge that I have read, understand, and will abide by the Sports Philosophy and Activity Code of Conduct.**

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Print Participant Name Participant Signature Date

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Print Parent/Guardian Name Parent/Guardian Signature Date