

# 2021 Manager and Player Handbook



City of Malibu Community Services Department  
23825 Stuart Ranch Road  
Malibu, California 90265  
310.456.2489 x363  
[MalibuCity.org/AdultSports](http://MalibuCity.org/AdultSports)



Kate Gallo  
Recreation Supervisor  
City of Malibu, Community Services Department

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[MalibuCity.org/AdultSports](http://MalibuCity.org/AdultSports)

Dear Adult Softball Managers and Participants,

Welcome to the 2021 Adult Softball League. This handbook has been written to assist you in understanding the policies and expectations set forth by the City of Malibu Community Services Department. I encourage you to read through the handbook so you can become more familiar with the program. Team Managers are required to read, understand, and explain all policies outlined in the handbook to their team upon team registration.

Feel free to contact me with any questions you might have, I look forward to working with all of you. Thank you for participating in a City of Malibu Community Services program.

Sincerely,

Kate Gallo

## Important Contact Numbers

City Hall ..... 310-456-2489

Fax ..... 310-456-3356

Malibu Bluffs Park ..... 310-317-1364

Kate Gallo (Recreation Supervisor)..... 310-456-2489 x363

### **\*ONLINE SCHEDULES\***

**RULES, GAME SCHEDULES, AND OTHER  
INFORMATION CAN BE FOUND ONLINE AT  
[MALIBUCITY.ORG/ADULTSPORTS](http://MALIBUCITY.ORG/ADULTSPORTS)**

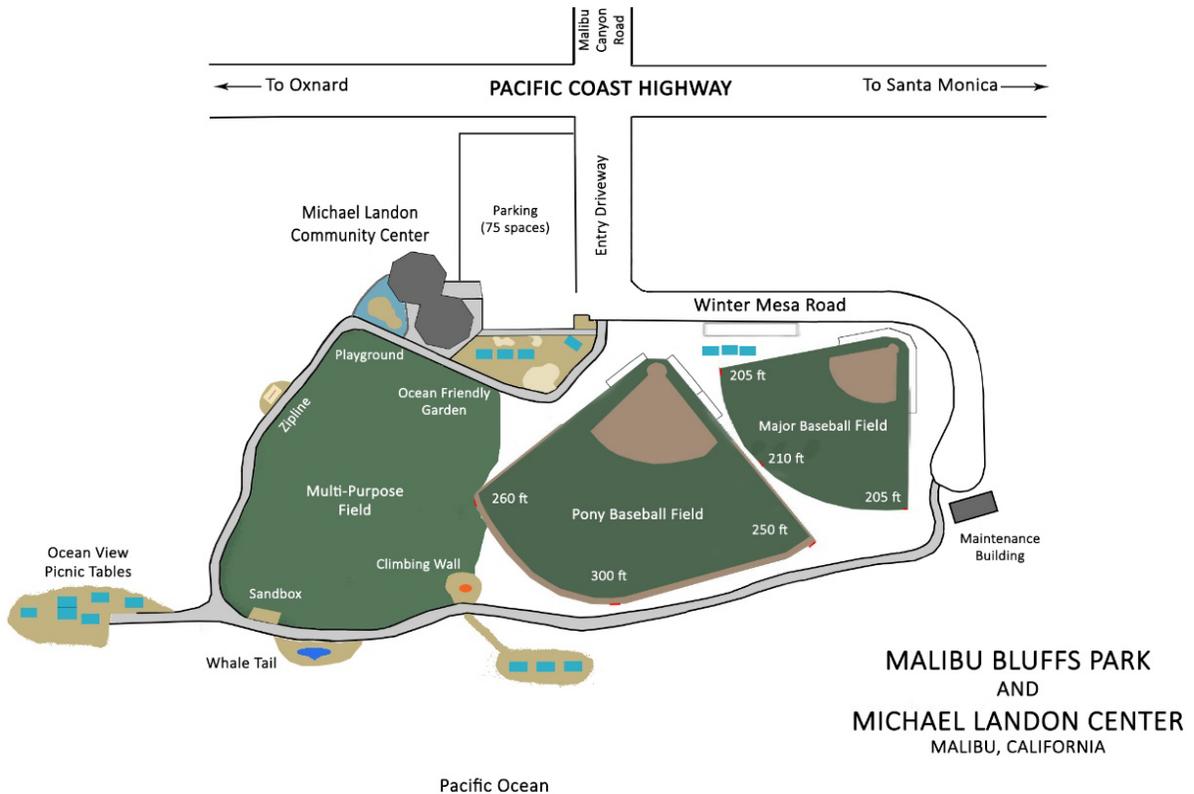
# 2021 Important Dates

Sunday, July 11	Summer League Begins
Sunday, August 29	Summer League Ends
Wednesday, August 31	Registration Deadline for Fall *or when full
Sunday, September 19	Fall League Begins

## Location

### MALIBU BLUFFS PARK- PONY FIELD

24250 Pacific Coast Highway, 90265. 310-317-1364.



## 2021 ADULT SOFTBALL LEAGUE CODE OF CONDUCT

In order to provide an atmosphere of fun and sportsmanship, certain regulations are necessary and must cover all who are connected with the program. Violations of these simple acts of good sportsmanship and common courtesy will not be permitted to impact the program. The supervisor shall see that all players, coaches and spectators abide by the City of Malibu Community Services Department "Code of Conduct".

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1. The following regulations should be kept in mind and no person, player, manager, coach or others in the program should be in violation of the following:
  1. Intimidating or aggressive action towards an official, spectator or other player will not be allowed.
    - a. Result: (2) game suspension and up to (1) year suspension and/or probation of (1) year.
  2. A physical attack on an official, spectator or other player will not be allowed. Officials are required to immediately eject the player and report such player to the Recreation Supervisor.
    - a. Result: (3) game suspension to (5) year suspension and/or (1) year probation, depending on the severity of the infraction. After (2) years the player or coach may appeal to the Recreation Supervisor.
  3. No profane, obscene, derogatory or racial remarks to an official, spectator or other player, or speak in such manner as to cause a disturbance will be allowed. Officials are required to immediately eject the player and report such player to the Recreation Supervisor.
    - a. Result: Ejection from game and/or (2) games to (1) year suspension, and/or (1) year probation.
  4. Participants shall abide by the official's final decision. Officials are required to immediately eject the player from further play and report such player to the Recreation Supervisor for failure to comply with the decision. Managers/Coaches have the opportunity to speak with the official, if they are not the ejected participant.
    - a. Result: (1) game suspension to seasonal suspension and/or (1) year probation.
  5. Consuming alcohol. State Law (SMMUSD) and Park Rules (Malibu Bluffs Park) prohibits the presence of alcohol, intoxicants, hallucinatory drugs or narcotics on these premises.
    - a. Result: (2) game suspension, to (1) year suspension and/or probation of (1) year.
  6. No smoking. State Law (SMMUSD) and Park Rules (Malibu Bluffs Park) prohibits smoking anywhere at the facility.
    - a. Result: Probation for (1) year to (3) game suspension.
  7. Participants shall not use flagrant rough tactics in the play of the game against an opposing player. Officials are required to immediately eject the player from further play and report such player to the Recreation Supervisor.
    - a. Result: (2) game suspension to (1) year suspension and/or probation of (1) year.
  8. There shall be no unnecessary throwing of equipment, or any other objects.
    - a. Result: Ejection from the game to season suspension and/or (1) year probation.

**2021 ADULT SOFTBALL LEAGUE  
CODE OF CONDUCT \*CONTINUED\***

9. There will be no cause for defacement or destruction to any public facility or equipment.
  - a. Result: (1) game suspension to (1) year suspension and/or payment to replaced damaged facility or equipment.
  
10. There shall be no illegal player participants in any athletic contest. All players must be registered with the City of Malibu and assigned to a particular team to be eligible to play.
  - a. Result: Manager, Coach and/or player will be suspended for the season and/or probation for (1) year. Any games that the illegal player participated in will be called for forfeit.
  
11. Any participant (manager, player, coach, spectator etc.) ejected from (2) contests during the season shall be suspended.
  - a. Result: (1) year suspension, effective the date of the last ejection and probation for (1) year.
  - b. Any player, manager, coach, or spectator ejected or removed from an athletic contest must leave the facility within (5) minutes or the game will be forfeited.

The Recreation Supervisor may discipline and/or suspend teams, players, or managers for incidents not specifically covered in this handbook and the Code of Conduct, but which might constitute poor conduct and/or are considered detrimental to the program. Staff reserves the right to establish guidelines for any and all rules or infractions not covered in the League Rules and to refuse participation to any individual who does not abide by the Code of Conduct, League Rules, or the spirit of sportsmanship.

**CITY OF MALIBU COMMUNITY SERVICES DEPARTMENT  
BLOOD RULE**

A player or coach, who is bleeding, has an open wound, or who has blood on them or their clothes shall be prohibited from participating further in the game until appropriate treatment has been administered. The player or coach must immediately leave the playing area to receive medical attention. Though they may be able to play again later, they cannot go back and participate again until the wound is taken care of, bleeding has stopped, and all contaminated equipment has been replaced.

## 2021 ADULT SOFTBALL LEAGUE RULES AND REGULATIONS

SCMAF rules ([scmaf.org](http://scmaf.org)) will govern play with the following exceptions:

### 1. Team Manager:

One person designated as team manager (or his/her appointed assistant) shall be present at all games involving their team. This person is responsible for the conduct of their team, and their team's understanding of league rules. They shall see that their team is ready to play on time, hustles on and off the field, and shall act as spokesman for their team in all discussions. The manager must run their team, having full control over ALL of the team's players.

### 2. Team Rosters:

- A. A complete team roster is required for all teams. Team rosters must be turned in to City Hall, Malibu Bluffs Park, or to the Field Supervisor before the first game.
- B. Each player on the roster must complete a Player Registration Form.
- C. A roster must have a minimum of 12 players and a maximum of 18 players. A minimum of 4 players on a team's roster must be female.
- D. Upon filing and acceptance of the roster, each manager agrees that they have read all of the rules and regulations, and further agrees that they will conduct themselves and control their team in accordance with all policies, rules, and regulations. The manager shall report all players' changes of address to the League Director. The League Director will work through the manager to conduct official league business such as scheduling, make-ups, disciplinary actions and protests.
- E. There will be no player additions to the rosters after the fourth game.

### 3. Player Eligibility:

- A. An individual must be 18 years of age to participate.
- B. A player can only play on 1 team per day, unless the game is a pre-determined forfeit.
- C. At no time shall a manager or another person sign a roster/waiver form for another.
- D. An individual may be liable for signing another person's name on the roster/waiver form in case of injury.
- E. The City reserves the right to see proper identification of any player in question.
- F. Any player unable to present positive identification will be considered an illegal player and prohibited from playing.
- G. The use of illegal players will result in an immediate forfeit.

## 2021 ADULT SOFTBALL LEAGUE RULES AND REGULATIONS

### 4. Player Add & Drops:

- A. No additions or deletions of players will be allowed after the end of the fourth game.
- B. Players must have registered and played in a minimum of 3 games during the season to be eligible for playoffs.
- C. A player who is dropped from a team roster during the season is not eligible to be added by the same team, or another team.

### 5. Game & Starting Times:

- A. The scorekeeper has sole responsibility for keeping track of time and score. The starting time will begin right after the umpire tosses the coin. The game will begin on time regardless of how many players each team has.
- B. Teams must have a minimum of 7 (4 female and 3 male for Co-Ed) players to start the game. The team with 7 players will become the visiting team and bat first. If the 8<sup>th</sup> player does not arrive once the home team comes to bat, the game will be declared a forfeit.
- C. A batting lineup must be submitted prior to the game. The game will not start until all necessary paperwork is turned in, but the game clock will start.
- D. No players name shall appear in the line-up unless the player is available in the area.
- E. Slow pitch games will last 6-innings or 70 minutes (1 hour 10 minutes), or 4 complete innings when called because of rain or darkness. No new inning will be started after 1 hour of play.
- F. If after 3-½ innings the home team is ahead by 10-runs or more, or after 4 innings and the home team is behind by 10 runs or more, the game will be considered complete.
- G. Games tied at the end of regulation will be extended a maximum of (1) inning. If the game is still tied, the game is considered complete and will be recorded as a tie (with the exception of forfeitures and playoffs).
- H. If a game has to be called due to inclement weather, darkness, lightning, etc., it shall be resumed from the exact point where it was stopped as long as one inning has been completed. (Exception: If the game is not tied and 4 innings have been completed, depending on score/home team, the game is considered a complete game.)
- I. Game time is forfeit time with the following exceptions: Team with the legal number of players has the option of:
  - i. Asking for immediate forfeit; or
  - ii. Starting the game clock and allow the team up to 5 minutes to get the proper number of legal players. Failure to field a team within the 5 minutes will result in a forfeit. NOTE: The waiting time is counted as game time.

## 2021 ADULT SOFTBALL LEAGUE RULES AND REGULATIONS

### 6. Forfeits:

- A. Any forfeiting team is responsible for paying their umpire fee, and their opponent's, umpire fees—\$40.00 total—before their next scheduled game. The score of a forfeited game is 10 – 0.
- **Informed Forfeits:** Teams that forfeit **MUST** notify a league official of their absence by **noon of the Friday prior to game day**. This will be declared an *informed forfeit* and will require no further penalty beyond the \$40.00 umpire payment.
  - **Uninformed Forfeits:** If a team does not show up, or they do not have the required number of players by game time, that team will be assessed an *uninformed forfeit*. In the event of an *uninformed forfeit*, the team will be issued a warning. If a team accrues a second *uninformed forfeit*, they **MUST** pay a **\$25.00 reinstatement fee** to the City of Malibu by **noon of the following Wednesday**. If the reinstatement fee is not paid, the team will be dropped from the league.
  - **Double Forfeit:** If both teams have fewer than 8 players, a double forfeit will be declared, and each team will be credited with a loss with the score recorded as 0-0.
    - Managers must turn in their line-up to the field supervisor/scorekeeper at least five minutes before the game is scheduled to start. Any player who arrives late is placed at the end of the batting order at any time during the game.
    - Managers must encourage players to enter and exit the field promptly in between innings. The umpire will first warn and then call the game a forfeit if a team continues to employ tactics to delay a game.
    - Games will not be rescheduled. Teams are required to play games as they read on the schedule.

### 7. Substitutions:

- A. A team will have the option of batting their entire legal roster (maximum of 18 players) or any number 8-18. The batting order will be established before the game starts. The starting batting order must be followed, but defensive changes may be made at any time. The umpire doesn't need to be told of any defensive changes, but must be informed of substitutions. Players arriving late may be added to the bottom of the batting order at the time they arrive.
- B. Teams may provide a "courtesy" catcher if their opponent has only 8 players. The catcher does not make any plays. Once a "courtesy" catcher is introduced, he/she must play the entire game until the team's 9th player arrives.

## 2021 ADULT SOFTBALL LEAGUE RULES AND REGULATIONS

### 8. Coed Rules:

- A. All players will start with a 1 ball and 1 strike count. After the 2<sup>nd</sup> strike, the ball must be hit in fair territory.
- B. Homeruns permitted.
  - a. 1 over the fence home run per inning. Additional over the fence home runs will result in an out.
- C. A team must have a minimum of 4 females at each game.
- D. Players must bat in alternating order by gender- woman, man, woman, man etc. When the number of males and females differ, the manager may bat a set rotation. The manager must declare the batting order before the start of the game.
- E. If a female batter is removed from the game, **due to injury only confirmed by the Umpire**, and no legal substitute is available, and a male batter is scheduled to bat prior to and following her position, an out will be recorded each time that position is scheduled to bat.
- F. A male batter who is walked on three consecutive balls shall be awarded second base. Base runners only advance if forced to vacate their bases.
- G. Outfielders must remain behind the outfield restriction line until the batter hits the pitch (the edge of the grass).
- H. There are no restrictions on a player (man or woman) as to which defensive position he or she may play so as long as there are 4 women on the defensive field.
- I. **Outfield Positions**: All three outfielders must stay at least (140) feet from home plate until the batter swings at the pitch. Each foul ball line will have a mark showing this distance.

### 9. Base Running:

- A. Base distance is 60 feet. In using the double first base, the batter-runner must touch the orange side and the defense must use the white portion. On hits to the outfield, the batter-runner may use either side.
- B. As base runners you are not required to slide into a base. You may slide into a base, but you are not required to do so. You are however required to avoid contact with the defenseman. You may go to the right, left, slide etc. The emphasis is to avoid contact as much as possible in order to keep all players safe. As a base runner you do have the right to a given base path, however please be aware of potential dangerous plays, such as a runner running from 1st base to 2nd base and a double play. If a runner were to be hit with a ball on a throw, it would be at no fault of the baseman who threw the ball because they were trying to make the play at first base. If you are out at a base, clear the way for additional plays to be made and to ensure the safety of all participants.

## 2021 ADULT SOFTBALL LEAGUE RULES AND REGULATIONS

- C. When there is a play at home plate, the runner has the right of passage. If the catcher is standing on the plate and the runner slides into them, it is a legal play. If the catcher is not making a play, they should not be standing on the plate.
- D. Base runners must remain in contact with the base until the ball is pitched. Runners leaving the base too soon shall be declared out.
- E. Courtesy runners must be of the same gender. If a batter received a courtesy runner and bats again in the same inning, the batter may receive a runner again. If the same courtesy runner is not used, then the incorrect courtesy runner will be declared out once the pitcher has made one pitch to the next batter if discovered by the umpire or if the defensive team appeals to the umpire.
- F. **SCORING LINE:** A ten foot scoring line shall extend from the corner of home plate (closest to third base) at a 90 degree angle to third base foul line, starting at the batter's box. To score, the runner's foot must be on the ground on or beyond the line before the defensive player touches home plate with the ball in possession. Tags by a defensive player at home plate are not allowed. a. If a player runs between the foul line and the diagonal line from the commitment line to the scoring line the runner will be called out. b. If the runner creates contact with the catcher between the scoring line and home plate the player will be ejected and will serve a one game suspension, unless the collision is caused by an errant throw.

### 10. Pitching:

- A. The pitcher shall take position in the pitcher's box with one or both feet in the box as the ball is released, as determined by the Umpire. The ball must be delivered in a moderate speed in an underhand motion.
- B. A legally pitched ball must arc higher than the batter's head, yet not exceed a height of more than 16 feet above the ground. First offense, the pitcher will receive a warning. Any offense after the pitch will be called a ball.
- C. All leagues will use a home plate extension mat. Total dimension is (3' x 2'.) A pitched ball that hits any part of home plate, including the black edge, or the extension mat is a strike.
- D. Pitchers shall not wear a sweatband, bracelet or wristwatch on the wrist or forearm.
- E. Pitchers are allowed to warm up with 5 pitches in the first inning, each half inning thereafter they will be allowed to have three warm ups. When a pitcher relieves another, not more than one minute may be used to deliver not more than five warm-up pitches. For excessive warm-up pitches, a pitcher shall be penalized by awarding a ball to the batter. A pitcher returning to pitch in the same half inning will not receive warm-up pitches.

## 2021 ADULT SOFTBALL LEAGUE RULES AND REGULATIONS

### 11. Batting:

- A. All players will start with a 1 ball and 1 strike count. After the 2<sup>nd</sup> strike, the ball must be hit in fair territory.
- B. A batter may not bunt or chop with a downward motion at the ball. It will be declared a dead ball and the batter will be called out.
- C. The batter will be declared out when after having 2 strikes, he/she hits a foul ball.
- D. If a pitcher desires to walk a batter intentionally, the pitcher shall notify the home plate umpire, who shall award the batter first base.
- E. If the batter swings at the ball after it bounces on the ground, plate, or plate extension; the ball is dead and the batter is out.

### 12. Bats:

City of Malibu softball leagues are recreational and enforce these restrictions for the purpose of safety for its softball participants. Bats must pass all requirements listed below:

- Bat must be ASA approved and have an ASA stamp on them.
- Bats must be aluminum based and may not be composite or contain titanium.
- Bats must pass a ring test.
- Bats must not have a BPF of more than 1.20 or exceed the 98mph limit.
- Bats may not be wood, baseball bats, altered, dented or tampered with.

Please call Kate Gallo at 310-456-2489 x363 you are not sure if your bat is legal or illegal. Both single wall and double walled bats are permitted for use. Composite barrel bats have an aluminum exterior, but contain a woven graphite wall which is not permitted for use.

### 13. Equipment:

- A. All visible jewelry is prohibited on the field of play. Any exposed jewelry, such as wrist watches, bracelets, earrings and neck chains may not be worn by any player to prevent potential injuries. Casts (plastic or other hard substance in its final form) are also not permitted.
- B. Each team must have similar colored shirts.
- C. Footwear is required of all participants. Players may use rubber/plastic cleats or tennis shoes only. No metal cleats, track, hard-sole shoes or sandals of any kind will be allowed.

## 2021 ADULT SOFTBALL LEAGUE RULES AND REGULATIONS

- D. Gloves may be worn by any player; however, mitts may only be used by the catcher and first-base person. Pitchers' gloves shall be of one color, other than white or gray. Multi-color gloves are acceptable for all other players.

### **14. Tie Breaking Procedure for League Play: (In the following order)**

- A. Head to head competition between tied teams.
- B. Run differential in the head to head games.
- C. Run differential in all league games. (Runs earned vs. runs given up)
- D. Any team with league forfeit(s) will be eliminated.

### **Awards:**

Each league champion team will be provided a team plaque and 12 City of Malibu championship softball shirts. Additional shirts may be purchased for \$12.00 each.

### **Alcoholic Beverages:**

Teams are reminded that possession of and drinking of alcoholic beverages is prohibited at City of Malibu Recreation Programs (including parking lots). Teams may not have or consume alcoholic beverages in their dugouts or outside their dugouts before, during or after their game. Violations of this rule could result in game being forfeited, or possible arrest.

Any player who is in an intoxicated condition will automatically be prohibited from playing.

### **Insurance:**

The City of Malibu Community Services Department does not provide insurance coverage for players, coaches, or spectators. You are strongly advised to check your coverage with your personal carrier to insure you are covered for accidents/injury, including ambulance transportation.

### **Protests:**

1. All rule protests must be made verbally to the official by the manager immediately following the situation, and prior to the next pitch. The protest must then be recorded on the scorecard and signed by the protesting manager and the game official.
2. Verbal protests must be made before the next pitch. Protests may only be made on rule interpretations. Umpire calls regarding judgment will not be accepted for a protest.

3. All written rule protests must be made in writing and filed with the Community Services Department before 5:00 PM of the next business day following the disputed game. Protests filed must be accompanied by a \$25.00 protest deposit. That deposit is refundable only if the protest is upheld.

4. All protests on illegal players shall be made to the umpire and the opposing manager. In the case of a person playing under an assumed name, the protest must be made prior to the end of the game, at which time the player in question will sign the score sheet and present I.D. Without I.D., the player will be assumed illegal and a forfeit victory will be awarded. If an illegal player is noticed by the City of Malibu staff, corrective action may be taken at any time during the season.

Protests will not be received or considered if they are based solely on a decision involving the accuracy of judgment on the part of an umpire. Examples of protests that will not be considered are:

- A. Whether a batted ball was fair or foul
- B. Whether a runner was safe or out
- C. Whether a pitched ball was a ball or a strike
- D. Whether a pitch was legal or illegal
- E. Whether a runner did or did not touch a base
- F. Whether a runner did or did not leave his base too soon on a caught fly ball
- G. Whether a fly ball was or was not caught legally
- H. Whether it was or was not an infield fly
- I. Whether there was or was not interference or obstruction
- J. Whether the field is or is not fit to continue or resume play
- K. Whether there is or is not sufficient light to continue play
- L. Any other matter involving only the accuracy of the umpire's judgment
- M. Whether a batted ball did or did not clear the fence in flight
- N. Whether a batted ball was or was not touched by a fielder before clearing the fence
- O. Whether a player or live ball did or did not enter a dead ball area or touch some object or person in a dead ball area.
- P. Protests that shall be received and considered concern matters of the following types:
  - i. Misinterpretation of a playing rule.
  - ii. Failure of an umpire to apply the correct rule to a given situation.
  - iii. Failure of an umpire to impose the correct penalty for a given violation.
- Q. Questions regarding eligibility of a player
- R. In case of a dispute, the umpires are instructed to talk to managers only. All others will retire to their immediate playing position or dugout. Anyone violating this regulation shall be removed from the game.