

LEASE AGREEMENT

This Lease Agreement (“Agreement”) is entered into as set forth below between The City of Oklahoma City (“City”) and Youth Builders, Inc., or YBI (“Club”).

WITNESS:

WHEREAS, the City provides a variety of parks and recreational venues for the use and enjoyment of the public; and

WHEREAS, the mission of the City’s Parks and Recreation Department (“OKC Parks”) is to provide cultural, social, and recreational experiences to our community so they can have the opportunity to cultivate wellness and enjoy a healthy lifestyle; and

WHEREAS, Club is an Oklahoma City-based non-profit that provides organized youth football leagues; and

WHEREAS, the City owns Edwards Park, located at 1515 North Bryant Avenue; and

WHEREAS, Edwards Park includes two ball fields and a concession building (collectively, the “Site”), as shown in Attachment A, incorporated herein; and

WHEREAS, on September 27, 2022, the City retroactively approved an Agreement authorizing Club to use the Site for its youth football activities on designated days from September 10, 2022, through November 30, 2022; and

WHEREAS, Club desires to lease the Site for another season; and

WHEREAS, Club will again have structured access to the Site and provide supplemental field mowing, as specified herein; and

WHEREAS, the new Agreement will allow also OKC Parks to save on operational costs while maintaining the flexibility to program the Site for other activities and events; and

WHEREAS, the City is willing to enter into this Agreement, under the terms and conditions described herein.

NOW, THEREFORE, the parties agree:

1. GRANT

A. This Agreement shall allow Club to operate and program the Site during regular park hours on Tuesdays, Thursdays, Saturdays, and Sundays only from September 11, 2023, through November 30, 2023. Club shall not use the Site at other times without approval of the City’s authorized agent(s).

B. At the City’s option, Club may substitute one (1) other day of the week for anyone (1) date specified in Subsection 1.A. Such optional “rainout” dates shall be considered if the Site is available for use and if such substitution would not negatively affect OKC Parks’ operations, as determined by the City’s authorized agent(s). “Rainout” dates are not guaranteed and must be requested at least twenty-four (24) hours in advance.

C. This Agreement shall be for the limited purpose of providing youth football activities available to the public. Club's use of the Site shall be subject to the terms and conditions of this Agreement and consistent with public-park purposes.

2. NON-PROFIT STATUS

Club warrants that it is a duly organized, non-profit organization.

3. TERM

Upon approval by the City, this Agreement shall be effective from September 11, 2023, through November 30, 2023.

4. CONSIDERATION AND BUSINESS RECORDS

A. As consideration, Club shall provide the programs and services described herein and pay the City seven hundred and fifty dollars (\$750). The payment shall be due on the date this Agreement is approved by the City.

B. Club shall keep business records and provide copies to the City's authorized agent(s) upon request. The City shall have the right, but not the duty, to review and audit Club's business records at any reasonable time. These shall include, but are not limited to, Oklahoma Tax Commission sales tax reports.

C. The City may request reasonable follow-up information to the business records available for review or audit under this section. If so, Club shall provide such information as soon as is feasible.

5. MAINTENANCE AND REPAIR

A. Club accepts the Site "as-is" and without warranty.

B. Club shall provide all equipment or supplies needed for its operations at the Site. Club shall not store such equipment or supplies at the Site without approval of the City's authorized agent(s).

C. Except as provided elsewhere in this Agreement, the City shall provide all utilities, maintenance, janitorial supplies, etc., to serve the Site, as funds allow, as determined by the City's authorized agent(s).

D. The City shall mow the Site's game fields on a schedule established by its authorized agent(s). Such regular mowing shall be conducted based on need and available resources, as determined by the City's authorized agent(s).

E. Club shall provide supplemental mowing of the Site's game fields at regular intervals, as determined by mutual agreement of the parties' authorized agents. Such agreement shall not be unreasonably withheld. The supplemental mowing required under this subsection shall be consistent with OKC Parks' maintenance standards, as determined by the City's authorized agent(s).

- F. Club shall keep the Site in a clean, well-maintained condition and suitable for use by others when not scheduled for Club activities.
- G. Club shall not use or permit chemical substances or hazardous materials at the Site without approval of the City's authorized agent(s). This shall include, but is not limited to, pesticides, herbicides, and insecticides.

6. NON-INTERFERENCE WITH PARK

Club warrants that its activities under this Agreement shall not unreasonably interfere with the City's operation or maintenance of Edwards Park or its use by others.

7. OPERATIONS

- A. Except as expressly provided herein, all of Club's operations and programming at the Site shall be at Club's expense.
- B. Club shall use the Site to provide organized athletic programs for local youth. This shall include, but is not limited to, football-related camps, clinics, and combines.
- C. Club shall adequately staff and control its activities at the Site to ensure orderly conduct and reasonable safety.
- D. Club shall submit a schedule of its planned events at the Site for approval by the City's authorized agent(s). The event schedule shall be due within seven (7) calendar days after this Agreement is approved by the City.
- F. Club shall adopt and enforce safety rules for its use of the Site. Such safety rules shall be submitted for approval by the City's authorized agent(s) before this Agreement is docketed for City Council action. (See Attachment B, incorporated herein.)

8. CONSTRUCTION AND IMPROVEMENTS

- A. Club shall not undertake construction, improvement, or modification at the Site without approval of the City's authorized agent(s).
- B. The City may construct Site improvements but makes no commitment to do so. The City's authorized agent(s) shall notify Club in advance of any such construction or related activities.
- C. Any Site improvements made by Club shall become City property upon final acceptance by the City or at the expiration or termination of this Agreement, whichever is first. Club shall not receive a lease-fee adjustment for such improvements without approval of the City's authorized agent(s).

9. ASSIGNMENT AND SUBLETTING

This Agreement shall not be assigned or sublet without written approval of the City.

10. RIGHT OF INSPECTION

The City's authorized agent(s) shall have the right, but not the duty, to enter or inspect the Site at any time and for any official purpose. This shall include, but is not limited to, verifying compliance with this Agreement.

11. PRE-EXISTING ENCUMBRANCES

This Agreement shall be subject and subordinate to current or future grants, easements, franchises, or rights-of-way. This Agreement shall be further subject and subordinate to the right and power of the City to construct, operate, and maintain public utilities or facilities in, above, or under the public ways.

12. INDEMNITY

- A. Club shall release, defend, indemnify, and hold harmless the City, and its officers, agents, and employees, for any property damage or loss, for any injury or death, and for any claims or liabilities arising from any activity under this Agreement. This provision shall survive the expiration or termination of this Agreement, not be limited by any other Agreement provision, and be binding upon Club's representatives, successors, and assigns.
- B. The City is constitutionally and statutorily prohibited from indemnifying any third party. This includes, but is not limited to, Club, pursuant to Article X, Sections 9, 14, 17, 19, and 26 of the Oklahoma Constitution and the Oklahoma Governmental Tort Claims Act (51 O.S. § 151 et seq., "Tort Claims Act"), as it may be amended.

13. INSURANCE

- A. Club shall provide a comprehensive general liability insurance policy sufficient to meet the City's maximum liability under the Tort Claims Act, as it may be amended. The current required minimum general liability coverage is one hundred seventy-five thousand dollars (\$175,000) per person for injury or death, twenty-five thousand dollars (\$25,000) per claim for property damage, and one million dollars (\$1,000,000) for all claims arising from a single occurrence, to be effective during the Agreement term. Club shall pay required insurance premiums or deductibles and fulfill the notification requirements of this section.
- B. Club's insurance policy shall name the City as additional insured. Club shall not cancel, fail to renew, nor decrease the limits by endorsement without thirty (30) calendar days' prior, written notice to the City by certified mail using the contact information contained in Subsection 28.A.
- C. Club shall provide employers' liability insurance and workers' compensation insurance as required by state law.
- D. Consistent with the requirements of this section, Club shall provide the City's authorized agent(s) with a Certificate of Insurance before this Agreement is docketed for City Council action. (See Attachment C, incorporated herein.)

14. TERMINATION WITHOUT CAUSE

Either party may terminate this Agreement, for any reason and without cost or liability, upon fifteen (15) calendar days' written notice to the other party.

15. TERMINATION FOR CAUSE

- A. Club shall comply with all Agreement terms. Its failure to do so shall be an Agreement breach. In such case, the City's authorized agent(s) shall notify Club to correct the breach within five (5) calendar days. If Club does not do so, the City may terminate this Agreement immediately thereafter without cost or liability. If so, this Agreement shall become void, and Club shall promptly cease occupying or using the Site.
- B. Consistent with the requirements of Subsection 15.A., if the City's authorized agent(s) determine, in good faith, that Club has allowed a condition at the Site that poses a significant danger to persons or property, they may declare Club to be in breach and terminate this Agreement immediately thereafter without cost or liability. However, if, upon such notice, Club demonstrates an ability to promptly correct the situation, it shall have a reasonable opportunity to do so before the City terminates this Agreement.
- C. The City may waive any Agreement breach. However, that shall not constitute a continuing waiver of such breach, or similar Agreement breaches. Also, the City may later require Club to comply with any previously waived Agreement breach.

16. CONDITION UPON EXPIRATION OR TERMINATION

When this Agreement expires or is terminated, Club shall peaceably surrender the Site to the City free of any claim, lien, or encumbrance and in as good a condition or better as it existed on the effective date of this Agreement, normal wear and tear excepted.

17. REMOVAL OF PERSONAL PROPERTY

When this Agreement expires or is terminated, Club shall remove all personal property from the Site within fourteen (14) calendar days. If Club does not do so, the City's authorized agent(s) may dispose of such items immediately thereafter without cost or liability.

18. COMPLIANCE WITH LAWS

This Agreement shall be subject to applicable laws, rules, regulations, guidelines, and policies.

19. ALCOHOLIC BEVERAGES/GLASS BOTTLES

Club shall not allow the sale, distribution, or consumption of alcoholic beverages at the Site without approval of the City's authorized agent(s). In addition, Club shall not allow the use of glass bottles at the Site.

20. NO SMOKING/VAPING

Club acknowledges that smoking and vaping are prohibited at the Site. Club warrants that it shall take reasonable steps to ensure compliance with the no-smoking/no-vaping Ordinance. This includes, but is not limited to, the smoking or vaping of tobacco or marijuana at the Site.

21. SECURITY AND OPTIONAL STORAGE POD

A. Club shall provide required security for its equipment, supplies, and activities at the Site during authorized periods of use. This may include, but is not limited to, placing a locking storage pod at the Site to secure its equipment and supplies. The location, size, and design of the storage pod shall be approved by the City's authorized agent(s). Such approval shall not be unreasonably withheld. Club shall not store its equipment or supplies anywhere other than in the storage pod without approval of the City's authorized agent(s). In addition, Club shall promptly notify the City's authorized agent(s) if City property at the Site is stolen or vandalized.

B. If, at any time during the Agreement term, the City's authorized agent(s) determine, in good faith, that the storage pod permitted under Subsection 21.A. becomes a hazard or nuisance, they may require Club to remove it. Such action shall be without cost or liability to the City.

22. NON-DISCRIMINATION

Club shall not discriminate against any person because of race, color, religion, creed, sex, gender, national origin, age, familial status, genetic information, or disability in furnishing services, privileges, activities, or employment opportunities under this Agreement. Nothing in this section shall prohibit Club from establishing categories for participation based on the age, gender, or skill level of the participants.

23. MARKETING, CITY SEAL, AND PARKS ICON

Club shall be responsible for marketing and promoting its activities at the Site. Club shall not use the City seal, or the OKC Parks icon, without approval of the City's authorized agent(s).

24. SIGNS

Club shall install no signs at the Site without approval of the City's authorized agent(s). Proposed signs shall meet applicable City codes. Club shall submit, for approval by the City's authorized agent(s), an illustration showing the design, location, and installation methods of the signs.

25. DONOR/SPONSOR KIOSK

Club may install a kiosk at the Site identifying its donors and sponsors. The location, size, and style of the kiosk shall be approved by the City's authorized agent(s).

26. USE OF SITE

- A. Club shall have exclusive use of the Site during designated times, as listed in Section 1. At other times, the City's authorized agent(s) may enter into agreements with outside groups to use the Site or hold their own activities there. If so, they shall notify Club to ensure coordination of efforts in the planning and use of the Site for such other purposes.
- B. The City's authorized agent(s) may, upon written notice, suspend or modify any Club rule, policy, or action that results in a public ouster from the Site. Club shall coordinate its use of the Site with the City's authorized agent(s).
- C. Club shall not be responsible for damage, or additional wear and tear, caused by third-party or OKC Parks' use of the Site.

27. COMPLETE AGREEMENT

This Agreement contains all terms agreed to by the parties. It may be amended by written agreement of the parties. Neither party shall be bound by any statement or representation that does not conform to this Agreement.

28. NOTICES

- A. Official communications to the City under this Agreement shall be directed to:

City of Oklahoma City
Parks and Recreation Department
420 W. Main, Suite 210
Oklahoma City, OK 73102
okcparks@okc.gov
(405) 297-3882

and

The City of Oklahoma City
City Clerk
200 North Walker Ave., 2nd Floor
Oklahoma City, OK 73102
cityclerk@okc.gov
(405) 297-2391

- B. Official communications to Club under this Agreement shall be directed to:

Youth Builders Inc, or YBI
c/o Charles Clemons
15936 Petaluma Place
Edmond, OK 73103
charles.clemons@icloud.com
(405) 397-5225

or to such persons and addresses as the parties later designate in writing.

29. SECTION HEADINGS

The section headings of this Agreement are for convenience of reference only and shall not affect its meaning or interpretation. Club acknowledges that its authorized agent was able to fully review all Agreement terms before signing. This Agreement shall not be construed in favor of (or against) either party based on who drafted it.

30. TITLE

This Agreement grants Club no property right to the Site. It grants Club only the leasehold shown in Attachment A.

31. TAXES AND FEES

Club shall pay any taxes or fees assessed in connection with this Agreement. Club shall deliver to the City sufficient receipts, or other evidence of payment of such taxes and fees, if requested by the City.

32. VENUE OF ACTIONS

This Agreement shall be construed according to Oklahoma law. Any legal proceeding regarding this Agreement shall be pursued in the appropriate court in Oklahoma County, Oklahoma. Each party shall pay its own attorney fees, and other expenses, related to such legal proceeding.

33. REPRESENTATIONS

Club warrants that it can fulfill its obligations under this Agreement and that its authorized agent can bind it under the Agreement terms.

34. BACKGROUND SCREENING PROCESS

Club shall ensure that, before participating in youth activities at the Site, all coaches, referees, sports officials, and league or tournament volunteers pass a background screening process consistent with the OKC Parks' Youth Protection Policy. (See Attachment D, incorporated herein.) Club shall maintain documentation of such background screening processes and, upon request, provide it to the City's authorized agent(s).

35. ACTIVITIES REPORT

When this Agreement expires or is terminated, Club shall provide the City's authorized agent(s) with a report on its activities at the Site. This report shall list all programs Club conducted at the Site, including, but not limited to, the number of participants. It shall also list the estimated value of Club's supplemental mowing at the Site, including, but not limited to, any volunteer hours. Club shall provide the information required under this section on a standardized form to be supplied in advance by the City's authorized agent(s).

36. CITY DESIGNEE

The City Manager of the City or designee is authorized to exercise any right or duty of the City under this Agreement.

37. EVENT STAFF AND VOLUNTEERS

Club shall provide sufficient staff and/or volunteers to monitor, facilitate, and control its activities at the Site. Club shall ensure that its staff and/or volunteers have required training, equipment, certifications, or other resources to successfully perform their duties under this Agreement.

38. RELEASES

- A. Club shall ensure that, before performing any tasks at the Site, all of its adult volunteers sign an Acknowledgment and General Release. (Release, see Attachment E, incorporated herein.)
- B. Club shall ensure that, before participating or performing any tasks at the Site, all of its minor volunteers and participants submit a Release signed by their parent or legal guardian. (See Attachment F, incorporated herein.)
- C. Club shall maintain copies of the Releases required under this section and provide them to the City's authorized agent(s) upon request. Club's paid staff need not submit Releases.

39. RESTORATION OF DAMAGED PROPERTY

- A. Club shall protect all City property at the Site. This shall include, but is not limited to, pavement, bleachers, electrical panels, signs, fences, trees, landscaping, and other structures. If City property is damaged, Club shall timely restore it to pre-Agreement condition or better or otherwise compensate the City for actual losses. This section excludes normal wear and tear on City property as determined by the City's authorized agent(s).
- B. Club shall immediately notify the City's authorized agent(s) of damage to City property caused by, or connected with, activities under this Agreement. This shall include, but is not limited to, property or environmental damage.

40. OPTIONAL USE OF CONCESSION BUILDING

- A. During its scheduled activities, Club may use the Site's concessions building to offer pre-packaged food or drinks to its participants and attendees. If so, Club shall secure any necessary food and beverage permits and pay the City an additional two hundred and fifty dollars (\$250) during the Agreement term. If applicable, this payment shall be due on the date this Agreement is approved by the City Council.
- B. Club may keep all proceeds from its sale of pre-packaged food or beverages as provided for under this section. However, Club's fees for such items shall be reasonable and not exceed market tolerance.

APPROVED by Youth Builders Inc., or YBI this 30 day of August, 2023.

Charles A. Clemens
Authorized Agent

Oklahoma County)
) SS:
State of Oklahoma)

This instrument was acknowledged before me on this 30th day of August, 2023.



Public Diane E. McCullough. My commission expires 06/03/27.

APPROVED by the Council of The City of Oklahoma City this 26TH day of SEPTEMBER, 2023.

Amy K. Simpson
City Clerk



David Holt
Mayor

REVIEWED for form and legality.

Jill Burnett
Assistant Municipal Counselor

Attachment A

Site

(Attached)

Exhibit A

Edwards Park



Two Football Fields
Concession Building



Attachment B
Club's Safety Rules
(Attached)

Oklahoma Inner-City Youth League (OICYL)

Rules and Regulations

I. GOVERNMENT

All administrative and policy making functions of the Oklahoma Inner-City Youth League (OICYL) shall be under the supervision of a ruling body known as the Board of Directors.

The Board of Directors shall consist of League Director, Marketing Director, Information and Technology Director, Security Director and Treasurer.

It shall be the role of the League Director to designate the duties and responsibilities of the other members and officers of the Board of Directors.

II. DUTIES OF THE BOARD OF DIRECTORS

It shall be the duty of the Board of Directors to:

- A. Approve the admission of teams and coaches into the OICYL
- B. Establish and enforce the rules of sportsmanship and ethical conduct of coaches and players.
- C. Establish and enforce game rules and regulations and establish rules pertaining to player eligibility.
- D. Set the amount that will be paid for league fees, equipment leasing and admission for league events.
- E. Provide and maintain game fields for all scheduled league games.
- F. Provide officials and chain sets for scheduled league games. Two officials will be provided for Flag, 6U, 7U and 8U games. Three official will be provided for 9U, 10U and 11U games. No game can be played with less than two officials present, unless both teams' head coach agrees to play with one referee.
- G. Schedule all league games and provide each coach access to his/her team's schedule prior to the first game. The schedule will show the date, time and field location for games to be played in the league competition.
- H. Serve as the judicial body of the OICYL. The Board of Directors shall have the authority to suspend or permanently remove from league play any team, coach, or player who is, in the opinion of the Board of Directors, guilty of conduct detrimental to the OICYL. Unsportsmanlike conduct of coaches, players or spectators before, during or after any game will be cause for ejection from the park and possible suspension of the offenders from the league. Reinstatement will be approved by a majority vote of the Board of Directors.
- I. Provide each coach with a means of completing all required documentation by the required due dates to include:
 1. Registration access (online)
 2. Rosters (online)
 3. Background Check
 4. Coaches Certification

It is the responsibility of each head coach to complete all documents in the time frame required by the Board of Directors.

- J. Provide each coach, prior to their team's first game, a schedule showing the date, time and field location for games to be played in the league competition.

Oklahoma Inner-City Youth League (OICYL)

Rules and Regulations

- K. The Board of Directors will be responsible for providing coach ID Cards and official league roster to each team.
- L. Provide suitable placement awards in all age divisions. Individual awards will be awarded by the OICYL for first, second, and third places in each division.
- M. Accept or revoke league coach's membership. The Board of Directors reserves the right to remove or revoke the membership any coach or player from the league as deem necessary.
- N. It shall be the responsibility of the Board of Directors to take such action to these rules and regulations, and any other unique actions not covered in these rules as the Board of Directors deems necessary.

III. LEAGUE ORGANIZATION, AFFILIATION & PLAYER ELIGIBILITY

LEAGUE ORGANIZATION: The OICYL shall consist of 7 age divisions as follows:

- 5 & Under Flag – Player can't turn 6 before May 1st of the current year.
 - 6 & Under – Player can't turn 7 before May 1st of the current year.
 - 7 & Under – Player can't turn 8 before May 1st of the current year.
 - 8 & Under – Player can't turn 9 before May 1st of the current year.
 - 9 & Under – Player can't turn 10 before May 1st of the current year.
 - 10 & Under – Player can't turn 11 before May 1st of the current year.
 - 11 & Under – Player can't turn 12 before May 1st of the current year.
- A. May 1st of the current calendar is the official cutoff date for the league. A player
 - B. Players can play up in an older division but will be limited to one (1) year. The only exception to this rule applies to player that are 3 years old. A 3-year-old player can play in the flag division if he/she is 3 years old before May 1st of the current calendar year.
 - C. Teams are not allowed to play in more than one league. Teams may participate in scrimmages with other teams if the team is not a member of the league or on the other's league schedule.
 - D. Players cannot play or be on the roster for more than one (1) team in any other youth league (exception being school football). Participation in another leagues or being placed on another team's roster shall result in automatic suspension from the league with no refund and potential suspension for the head coach at the board's discretion.
 - E. There are no weight restrictions in any age group.
 - F. Head Coaches are responsible for insuring that all the players on his/her team have been properly certified by the league and are listed on the team's official team roster.

IV. COACHES' AND PARENTS' CODE OF ETHICS

- A. To coach in the OICYL all coach must support the purposes of the OICYL and must abide by the rules of the Board of Directors. Coaches and Parents are required to read and sign the Parent's and Coach's Code of Ethics and abide by these guidelines.

Oklahoma Inner-City Youth League (OICYL)

Rules and Regulations

V. TEAM & INDIVIDUAL PLAYER RULES

A. Team Rosters:

1. No team shall have a roster of more than thirty (30) players but must maintain a minimum of fifteen (15) players. Their team must meet the minimum number of players before a team will be certified for league play.
 2. All Players on roster must be properly certified by the league.
 3. A player is considered ineligible if he/she has not been certified by the league or doesn't appear on the team's official roster maintained by the league. Once an ineligible player is discovered and has participated in a game, all games prior to the discovery will be forfeited. The player may be properly added to the roster if the team can show that they were part of the team prior to deadline to add players.
 4. Any change(s) to an approved roster, after the league season starts, must be approved by the league Board of Directors and presented to the Board of Directors prior to the team's next game.
 5. A player may not change teams after league second (2nd) registration. The Board of Board of Directors reserves the right to override this rule but will only approve a player to switch teams if the Board of Directors deems the reason for switching an extreme hardship.
 6. Rosters are locked, and no new players will be added to rosters after round robin
 7. New players that were not registered or certified with a previous league team may still be added to a team's roster up to the league's round robin. If the round robin is postponed or delayed the original scheduled date will remain the last day to add players.
 8. Team removal – If a team is removed for any reason the players on that team can be placed on another team in the **same** division. The player transfer must be approved by the Football Director. The Football Director has the right to deny a transfer if the team the player is being transferred to has had any involvement with the players original team dissolving. League fees will be transferred, but any team fees from the new team must be resolved by the parent and the head coach.
- B. Any player ejected during a game must serve a one game suspension. The suspension will be enforced on the teams next league game. If a player is ejected twice in one season they will be suspended the remainder of the year.
- C. Team tryouts are a violation of the league rules. Any coach/team found to be having tryouts shall be subject to disciplinary action by the Board of Directors.
- D. Only players and coaches (maximum of five (5) coaches) are allowed on the sidelines. All coaches must wear ID Cards around the neck, visible always during games. Infraction will result in a sideline violation.

VI. SCHOLASTIC EMPHASIS

- A. Players shall be encouraged to maintain, at a minimum, an average scholastic record it will be the coach's responsibility to see that this policy is communicated to parents and is an important factor.

Oklahoma Inner-City Youth League (OICYL)

Rules and Regulations

VII. COACH'S REQUIREMENTS AND RULES

A. REQUIREMENTS TO COACH:

1. Head coach must be 21 years of age. Assistant coaches must be at least 18 years of age.
2. Complete all training or certification required by the league

B. COACHING RULES:

1. Coaches are required to participate in mandatory league functions. This includes, but is not limited to all scheduled league games, round robin, league playoffs and any other activities deemed mandatory functions by the league.
2. Are required to know the rules and to teach fair play and sportsmanship to their players through their good example and conduct while on the practice and/or game fields.
3. Coaches are responsible for maintaining order on their team sidelines during games.
4. Coach are not to use profanity, alcohol, illegal drugs during team/league functions. The uses of profanity, alcohol, illegal drugs are strictly prohibited at all league facilities and functions, to include team practice. A coach that is found under the influence of alcohol or drugs during a practice or game will be removed as coach pending further action from the league's leadership.
5. Are required to make sure that all players participate at a minimum eight (8) plays a game. If a parent brings this to the attention of the league someone will monitor their game. If it is found that the coach isn't following this rule, the team will automatically forfeit that game. This rule doesn't not apply to tournaments or any other games not sanctioned by the league.
6. Are required to look professional during games, to include league and tournaments. Professional is defined as wearing a team coach's shirt, pullover or hoodie during cold weather. Pants or shorts properly secured around the waist. Failure to comply will result in coach having to pay entry as a fan and will not be allowed on the sidelines.
7. Are expected to take an active part in the clean-up and general maintenance of their age group's fields after each game.
8. Are required to have a certified first aid kit at all practices and games.
9. Coaches can be suspended or removed from the league for improper actions off the field. The Board of Directors reserves the right to remove any coach for any actions that they deem improper or doesn't represent the best interest of the league.

C. SPORTSMANSHIP AND GAME CONDUCT:

1. A Mandatory coaches meeting will be held prior to each season. Each team shall have a representative at that meeting. Information covered at the meeting is important to all teams, clarification to rules and other items may be covered
2. Coaches are prohibited from physical contact with a referee (intentional or non-intentional) due to an argument or disagreement. Violation of this rule will result in the immediate removal from the facilities. They will also be banned from all OICYL function the remainder of the season and will remained banned until reinstated by Board of Directors. The local police department will be called out and charges will be filed. This rule applies to disputes between coaches, parents or fans. Reinstatement of that person can only be made by a majority vote of the Board of Directors.

Oklahoma Inner-City Youth League (OICYL)

Rules and Regulations

3. Coaches will be suspended for improper actions committed that would be damaging to their team and/or the OICYL. A coach that has been ejected from a game will be ejected for the remainder of the current game. A coach refusing to leave the field/park after being ejected will cause his team to forfeit the game and will be required to address the Board of Directors to explain his actions before being allowed to continue coaching.

D. EJECTION FROM A GAME:

1. Any coach or player ejected from a game or sanctioned tournament shall serve a one game (tournament or league) suspension. The coach must turn the coach/player OICYL card over to a game official immediately at the time of the ejection. Ejection requires the coach/player to leave the playing complex. Failure to turn over OICYL card, or failure to leave the complex will result in immediate forfeiture of the game in progress. Coaches under suspension may be requested to appear before the Board of Directors prior to reinstatement.
2. Any coach/player ejected for the second time from league play, in the same season will be suspended for the remainder of the season. Only a vote of the Board of Directors can reinstate the said coach/player.

E. TEAM EJECTIONS:

Any team suspended or removed from any organization will not be allowed to play in the league without approval of the Board of Directors.

F. SIDELINE WARNINGS:

Teams will receive team sideline warnings for the first offense of a coach not properly displaying a coach's ID and for having too many people on the team sidelines. Any combination of a second sideline violation will result in the following:

A second sideline violation of failure to properly display a coach's ID will result in the offending coach being removed from the facility for the remainder of the game. If the second violation is a result of having too many people on the sideline, the head coach will be removed from the facility for the remainder of that game.

- G. Any disputes or issues between coaches, parents, players or scheduling must be brought to the attention of the league leadership for resolution.

VIII. SEASON / GAME RULES / EQUIPMENT RULES / PLAYING RULES

A. SEASON

1. League schedule will consist of a minimum of 8 games. The season will run from Mid – August to Early November.
2. A mandatory Round Robin will be played for all teams. Failure to play in the Round Robin will result in the team not being scheduled in league play.
3. All teams qualify for the post season playoffs and participation is mandatory, unless exempt by the Board of Directors

B. NFHS Rules

1. National Federation of State High Schools Association (NFHS) applies to all league games, unless superseded by an OICYL league rules as stated below.

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2. Rules regarding footwear apply to the OICYL.
3. Numbering rules for offensive players are waived.
4. Mouthpieces must be worn during all play.
5. Fields will be marked in eight (8) yard intervals are 80-yard fields
6. Facemask penalties will be twelve (12) yards on 80-yard fields

C. EQUIPMENT RULES

1. 6U, 7U, 8U, 9U & 10U's will use the Wilson K2 or the Nike Spiral 1000 Pee Wee
2. 11U will use the Wilson TDJ or the Nike Spiral 1000 Jr
3. The team on offense will provide the game ball as specified above.
4. No other sizes will be allowed. Should there be any discrepancy on the ball being presented for use, by either team, the field will provide a game ball.
5. Only clear facemask shields are approved to wear during games.

D. CHAINS

1. First down chains will be eight (8) yards in length on 80 yards fields
2. First down chains will be ten (10) yards in length on 100 yards fields

E. PLAYING RULES

1. Penalties will be 4 yards, 8 yards and 12 yards on 80-yard fields
2. Penalties will be 5 yards, 10 yards and 15 yards on 100-yard fields
3. Extra points will be one (1) for run, two (2) for pass or kicking an extra point where goal posts are available.
4. A league game is considered "Official" and to be "played" if a team can begin with a minimum of 9 players – no more than fifteen (15) minutes after official game time.
5. Any team that forfeit a game will be charged a \$200 forfeit pay, that must be paid prior to the next game. If a team forfeits two games, they will be removed from the remaining schedule with no refund

F. GAME TIMES

1. All games are to be played as scheduled. Any variations to the schedule will have to be approved prior to the game by the Football Director and will be reflected in the league schedule.
2. a) 6U – 11U will play 8-minute quarters.
3. Point Deficit Rule: At any point in the game a team reaches a forty (40) point deficit, the losing coach will have the option of continuing the game to the end of the third quarter. If the deficit is still forty (40) points at that point the losing coach can decide to end the game or continue the game with a running clock. When the forty (40) point deficit is reached a running clock will be enforced if the deficit is below forty (40) points the normal game clock will resume.
4. Overtime – 10-yard overtime procedure will be used. Each team will be given a series of downs to score. If the score is still tied after two (2) of these procedures the ball will be placed on the 50-yard line and each team will get a series of downs. The team with the most

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total yards from the 50-yard line wins. The game will be decided first (1st) by score, or second (2nd) by yards advanced from the original line of scrimmage. There will be no ties.

5. Half times will be 5 minutes long.

A. AGE SPECIFIC RULES

6. There will NO kickoffs for the 6U and 7U divisions. Play will start from the opposing teams 30-yard line after all scores, beginning of the game and after the half.
7. Automatic Punt for 6U & 7U divisions only. Upon notification to the official an un-timed down for an automatic punt will be allowed. Ball advancement will be 2 first down or half the distance to the goal line with change of possession.
8. In ages 6U and 7U one (1) coach from each team may remain on the field to organize his/her player positions and call the plays. The coach should position himself or herself ten (10) yards behind the nearest player. Once the line is set and the offensive cadence has started there will be no communication with a player. Violations to this rule will result in a delay of game penalty. Coaches are on the field to instruct their players, any overly aggressive actions or language used to intimidate players on the field may result in removal off the playing field, ejection or a personal conduct penalty at the discretion of the referees.
9. BLITZING - Blitzing is allowed in all divisions except for the 6U & 7U divisions. 6U & 7U division only - no player will be allowed to stand in a 2-point stance at the line of scrimmage and blitz between the offensive tackles or box area. No Restrictions on any players outside the "box area" or players at a normal linebacker depth position or in a 3-point stance at the line of scrimmage)
10. FIELD GOALS – Field goals are allowed on fields equipped with goal post only in ages divisions 8U, 9U, 10U and 11U. Once the team has elected to attempt a field goal they cannot change their choice. Rushing the kicker or attempting a block the kick is not allowed on field goal attempts. The ball must be properly snap between the centers leg to the place holder. If the ball touches the ground prior to place holder catching and setting the ball on the ground, the team is still allowed to continue the field goal attempt. If the place holder drops are fumble the ball when receiving the snap, the play is dead. If the snap goes over the head or goes behind the place holder the play will be blown dead. If the attempt is on a 4th down the play will result in a turnover on downs and the offensive team will start from the line of scrimmage of the previous play.
 - i. Ages 8U and 9U the field goal attempt (kicking block) must be at least 4 yards behind the line of scrimmage on an 80-yards field, and 5 yards behind the line of scrimmage on a 100-yard field.
 - ii. Ages 10U and 11U the field goal attempt (kicking block) must be at least 8 yards behind the line of scrimmage on an 80-yards field, and 10 yards behind the line of scrimmage on 100-yard field.
11. PUNTING – Teams in age 8U, 9U, 10U, and 11U may elect to have a protected punt on 4th down. Once the team has elected to make punt on 4th down they cannot change their choice. Rushing the kicker or attempting to block the punt is not allowed. The ball must be properly snap between the center's leg to the place kicker. If the ball touches the ground before reaching the kicker they may pick up the ball and continue the punt. The ball is dead once touch by a player on the receiving team or when the ball comes to a stop. If the ball hits a player on the kicking team the receiving team will take over on downs at the line of scrimmage of that down. If the ball is kicked behind the line of scrimmage the receiving team will take over on downs from the previous line of scrimmage.

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12. Defensive players are not allowed to line head up with the center when long snapping or in the shotgun formation. The defensive players can line up in the A gap (offset) or the gap between the center and guard when long snapping or in the shotgun formation.

B. PRESEASON ROUND ROBIN

13. Participation is mandatory for all league teams.
14. Each session will be a 20 minute continuously running clock with no timeouts.
15. Each team is allowed up to four (3) coaches on the field up to five reserve players to allow for quick substitutions. These players must remain 10 yards behind the line of scrimmage. All remaining coaches and players must be on the sidelines.
16. Each offensive team will start at the 40-yard line for half fields or the 30 for full fields and they have four downs to get a first down. If the team doesn't get a first down the ref will spot the ball at the 40 (half field) or 30 (full field) yard line.
17. If a team scores a touchdown the ball will be spotted back at the 40 (half field) or 30 (full field) yard line and the offensive team will begin another drive.
18. If the defensive team recovers a fumble or get an interception the play is immediately blown dead and the offensive team get the ball back at the 40 (half field) or 30 (full field) line.

IX. FLAG RULES

C. GENERAL INFORMATION

1. 9 to 11 players – 2 halves: 20-minute quarters.
2. Flag team rosters cannot exceed 20 players.
3. The clock shall be running during both halves except for timeouts.
4. Each team is allowed 2 full time out each half.
5. 80-yard playing fields.
6. Players on the offensive line – Tackle to Tackle
7. The ball will be placed at the 20-yard line at the beginning of the game, after half time, and after each score.
8. No Kick-offs.
9. If a player's flag is removed when he does not have the ball, the player and the coach will be given a warning. If the player removes the flag from another player under the same conditions, a 10-yard penalty and automatic first down will be assessed.
10. If a safety occurs, the ball will be placed at the far 20-yard line.
11. 2 coaches will be allowed on the field.
12. Coaches may not talk to their players once the quarterback starts signal calling or a 5-yard penalty.
13. Coaches must be 10 yards from the line of scrimmage when the ball is snapped. 40 seconds between plays or a 5-yard penalty.
14. At the line of scrimmage, a player cannot line-up over the center, 5-yard penalty will be assessed.
15. No penalty will exceed 10 yards.
16. When a team scores a touchdown, passing plays count as two points and running plays count as one point.
17. Any player running the ball should have their flags on the left and right side in the correct spot or a 5-yard penalty will be assessed.

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D. FLAG EQUIPMENT

18. Required Game Equipment
19. Strapless mouthpieces will be required to be worn by all Flag players.
20. Only LEAGUE approved flags and Velcro will be allowed for use in games. Flags will be provided by the league. Any player wearing illegal or unapproved flags will be ineligible to participate in the game.
21. Flags will be attached to the belt and will be secured around the players waist.
22. Flags are not to be the same color as the pants. **Any player wearing illegal Velcro or securing flags repeatedly illegally will be ineligible to participate in the game and the head coach could be penalized accordingly.
 - i. 3 flags (left/right side and rear)
23. Flag cannot be altered.

E. DE-FLAGGING

24. The defensive player cannot hold or push the ball carrier to remove his/her flag. An additional touch of the body or shoulder while reaching for the flag shall not be considered a violation. However, touching of the heads or face shall be considered a violation. 5-yard penalty.
25. The player carrying or having possession of the ball is down when flag is removed from his/her waist (de-flagging); the defensive player shall hold the flag above his/her head and stand still.
26. A defensive player may not run over, push down, or pull a blocker away from him/her; 5-yard penalty.
27. Lowering the head and/or leading with the shoulder will NOT be allowed. This includes when trying to penetrate the line of scrimmage and when trying to shed a block. 5-yard penalty.
28. A defensive player must go for the passer's flag. He/she cannot touch the passer's arm. 5-yard penalty.
29. "Stripping" the ball from a ball carrier is not allowed. 5-yard penalty.
30. A defensive player cannot push a ball carrier out-of-bounds.
31. There shall be no tackling of the ball carrier or passer by the lower head, leading with the shoulder, or grabbing the arms, legs, waist, clothing, etc. Attempts must be made for the flag only. 10-yard penalty and automatic first down.
32. If the nose guard is less than 1 yards off the line of scrimmage when the ball is snapped. A 5-yard penalty is assessed.
33. BLITZING - No player will be allowed to stand in a 2-point stance at the line of scrimmage and blitz between the offensive tackles or box area. No restrictions on any players outside the "box area" or players at a normal linebacker depth position or in a 3-point stance at the line of scrimmage)

F. FLAG BLOCKING

34. A blocker must always be on his/her feet while blocking. All blocking will be required to be a "palms out" style of blocking.

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35. Both offensive and defensive linemen will be required to go to the "palms out" blocking position at the snap of the ball. In addition, no pushing is allowed. Once there is separation, hands may leave chest.
36. Lowering the head and/or leading with the shoulders will NOT be allowed on any block.
37. A blocker can use his/her hands but cannot extend (a push is not prohibited) his/her arms to execute a block.
38. Cross body and roll blocking are not permitted. 5-yard penalty.
39. Butting, elbowing or knee blocking is not permitted. 5-yard penalty.
40. Blocking a player from behind is not permitted (clipping). 10-yard penalty.
41. There will be no inter-lock blocking.
42. All offense and defensive linemen must be in standing forward position while on the line of scrimmage.
43. Defensive players may not hold any players. 5-yard penalty.

G. CARRYING THE BALL

44. Stiff arming the ball carrier is illegal.
45. The ball carrier cannot lower his/her head or shoulder to drive or run into a defensive player. 5-yard penalty.
46. If a player's flag is inadvertently lost, he/she is ineligible to handle the ball.
47. If a ball carrier's flag is inadvertently lost, the play will be whistled dead and the ball will be placed at the spot the flag was lost.
48. If the player carrying the touches a defensive player with his hands, this will be considered flag guarding and a 10-yard penalty and loss of down will be assessed.

H. CENTER

49. The center must snap the ball between his/her legs.
50. He/she must have both feet parallel to the lone of scrimmage.
51. He/she may adjust the long part of the ball at right angles to the scrimmage line, one time only.
52. No center sneaks are allowed.
53. Silent counts are not permitted.

I. RECEIVERS

54. Only players in eligible receiver positions are eligible to receive forward passes.
55. Should an offensive and defensive player catch a pass simultaneously and the officials cannot determine possession, the ball is declared dead at the spot of the catch and the passing team is awarded possession.
56. If a receiver's flag is pulled off while attempting to catch a pass, pass interference will be called. Spot Foul and automatic first down.
57. Flag Interception. If a player has flags, he/she can advance the ball. If he/she does not have flags, then they cannot advance the ball. The ball will change possession at the point of interception.

J. DEAD BALLS

58. All balls touching the ground are immediately dead. For example, the ball is declared dead at the following times:

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59. The ball carrier touches the ground with his/her body, other than hands or feet.
60. The ball carrier's flag has been pulled.
61. A pass receiver or ball carrier has a missing flag (ball is dead at the spot).
62. The center's snap hits the ground before reaching a backfield player.
63. If a player fumbles and the ball touches the ground, the play is considered dead. The ball will be spotted at the point of the fumble.
64. If a lateral pass touches the ground, the ball is declared dead at that point. If a lateral pass goes out-of-bounds, the ball is ruled dead at the point it crosses the boundary.
65. If a team declares to punt, the ball will be marked off 35 yards from the line of scrimmage.

K. OVERTIME

66. Each team will line up at the 10-yard line.
67. Each team will have 4 plays to score.
68. Penalties can be assessed during tiebreakers. If a penalty occurs, the ball will be marked accordingly to the penalty assessed. If a defensive penalty occurs within the 10-yard line, the ball will be marked $\frac{1}{2}$ the distance to the goal line.
69. Once a team scores, the other team will have 4 plays to score from the 10-yard line as well. Each team will have two opportunities to score. If the score is still tied after two (2) of these procedures the ball will be placed on the 50-yard line and each team will get a series of downs. The team with the most total yards from the 50-yard line wins. The game will be decided first (1st) by score, or second (2nd) by yards advanced from the original line of scrimmage. There will be no ties.

X. REGISTRATION, CERTIFICATION & LEAGUE FEES

L. TEAM CERTIFICATION

Teams participating in the league must be approved by the Board of Directors. A team is considered certified by the league once their rosters have met the minimum player requirement, all players have been certified by the league, and all fees have been paid.

M. PLAYER REGISTRATION

1. Players will be registered online using the league website. The league's IT Director will issue a username and password to each team.
2. The Player's name, date of birth, jersey number, and current picture will be entered and uploaded. If the player played in the OICYL the previous year check the box. If you are unsure leave the box empty. The league will verify if the player played in the league the previous year. The player picture must be the following to be accepted: clear, visible, no head gear or hat and the player must be facing forward toward the camera.
3. If a player is not registered online, they will not be certified by the league on certification day

N. PLAYER CERTIFICATION

1. After the player is registered online they will then be certified on league certification dates set by the league.
2. If the player did not play in the league the previous year they will have to show ID to the league to verify date of birth. Acceptable forms of ID: state issued birth certificate (copies will not be accepted), a valid state issued state ID, or a valid Passport. No other forms of ID will be accepted.

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3. DHS Exception – Players that are placed in foster care can certify with the league with a copy of the player's birth certificate, but a copy of the DHS paperwork must be supplied with the copy.
4. If the player played in the league the previous year they will be asked to provide their name and date of birth to the league. Their name, date of birth and picture will be checked and if they played in the league last year. If the player's name doesn't appear on the list of certified players from the previous year they will have to show a valid form of ID.
5. A player is considered certified once they have been registered, certified and all league fees are paid.

O. COACH REGISTRATION

1. Coaches will be registered online using the league website. The league's IT Director will issue a username and password to each team.
2. The coach's name, title, phone number and current picture must be provided. The coach's picture must be the following to be accepted: clear, visible, no head gear or hat and the coach must be facing forward toward the camera.

P. COACH CERTIFICATION

1. After the coach has been registered online the coach will be certified by the league if they have completed all requirements set forth by the league, to include attending mandatory coaches meeting and completed approved coaching certification(s).
2. Once the coach is certified they will be issued a league coach ID that will be used to get into league games at no charge and must be worn around the neck during league games.

Q. ROSTER VERIFICATION

1. After the final league certification, the league will produce official rosters for each team. The league will have a roster verification meeting. It is recommended that both the Head Coach and the Team Secretary attend this meeting.
2. Each team will be giving their teams official roster to make sure it is accurate and complete. Once complete the Head Coach, Team Secretary or team representative will initial each page sign the last page. Once signed the roster is official and a copy will be kept by the league for record for any roster dispute. If a coach or representative fail to appear the league will note on the roster that the coach did not appear, and the roster will be considered official as is.
3. It is the Head Coach responsibility to make sure that the roster is accurate and complete. Any errors or omissions will not be the league's responsibility. Make sure if you send a representative, they have proper knowledge of the team's roster.

R. LEAGUE FEES

1. Player fees
 - i. Early bird fee (must be paid on or before deadline set by the league)
 - ii. Player League fees
 1. League fee are non-refundable after the league's round robin. The league will only refund league fees paid to the league by the team. The league is not responsible for any fees paid to the teams for uniforms and other team associated fees.
 - iii. Certification fee – non-refundable
2. Coach/Team Secretary fees
 - i. Coach/Team Secretary ID
 - ii. Background check
 - iii. Coach Certification

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3.

XI. ROSTER CHECKS AND PROTEST

A. ROSTER CHECKS

1. The league reserves the right to perform a roster check on any league team at any time.
2. Teams may request a roster check for games
 - i. The request must be made at least 15 minutes prior to the game. Team may also request a roster check at halftime, but the team must make the request prior to the start of halftime and no additional time will be given for halftime.
3. When a roster check is performed both teams will be check. The team will line up their players side by side with their helmets off. The league will use the official roster book and one representative from the other team will accompany the league representative. The league representative will call the name of a player and that player will stand in front of the league representative and the team representative from the opposing team. The rep will verify that the picture in the book matches the player. Once verified the player will stand behind the league representative and the opposing team rep until all players on the roster are names.
4. If a player isn't on the roster they will not be allowed to continue playing. The game will continue until the league has a chance to verify that the roster in the book is the current and up to date. If the roster if found current and up to date the team that had the ineligible player will forfeit that game and every game prior. If the player was left off the roster by mistake the league will add the player to the roster after making sure he is properly certified, but the forfeit will remain.

XII. MISCELLANEOUS

- A. No outside food and drinks are allowed in the parks.
 1. Players may bring in personal water coolers.
 2. Coaches can bring in water for the team, but it must be in a large cooler, individual containers of water are not allowed.
 3. Gate workers reserved the right to check coolers when entering the park.
- B. No smoking inside the parks. This rule also applies to vape products.
- C. No animals are allowed in the playing fields when children are competing.
- D. The Board of Directors reserves the right to make any judgement or ruling on any situation or issue that is not covered by these rules.

Attachment C

Certificate of Insurance

(Attached)

Attachment D
Youth Protection Policy
(Attached)

City of Oklahoma City
Parks and Recreation Department
YOUTH PROTECTION POLICY

Section I:

1. The City of Oklahoma City Parks and Recreation Department (Department) operates numerous recreational facilities in which youth sports/activities organizations play a prominent role. The Department wishes to protect the youth of the City who are participating in youth sports/activities sponsored or funded by the City, or by any youth sports/activity organization using a City facility.
2. This Youth Protection Policy (Policy) shall apply to all volunteers who have direct contact with youth sports/activities participants (with the exception of special event volunteers) for any youth sports/activities organizations sponsored or funded by the City, or by any youth sports/activities organizations using a City facility.
3. The City hereby adopts the standards of the National Recreation and Park Association (NRPA) recommended guidelines for credentialing volunteers. The following are the criteria for the exclusion of adult volunteers including, but not limited to, managers, sports officials, coaches, or any other volunteer who has direct contact with youth sports/activities participants. An adult means a person eighteen (18) years of age or older. Any adult volunteer shall be disqualified from participating as a volunteer of a youth sports/activity organization if the person has been found guilty of any one of the crimes listed below. "Guilty" means that person was found guilty following a trial, entered a guilty plea, or entered a no contest plea accompanied by a finding of guilt, regardless of whether there was an adjudication of guilt or a withholding of guilt.
 - a. All sex offenses, regardless of the amount of time since the offense. Examples include, but are not limited to: child molestation, rape, sexual assault, sexual battery, sodomy, prostitution, solicitation, indecent exposure, or similar offenses.
 - b. All felony offenses involving violence, regardless of the amount of time since the offense. Examples include, but are not limited to: murder, manslaughter, aggravated assault, kidnapping, robbery, or aggravated burglary.
 - c. All felony offenses, other than violence or sex offenses, within the past ten (10) years. Examples include, but are not limited to: drug offenses, theft, embezzlement, fraud, or child endangerment.
 - d. All misdemeanor violence offenses within the past ten (10) years. Examples include, but are not limited to: simple assault, battery, domestic violence, or hit and run.

- e. Two (2) misdemeanor drug or alcohol offenses within the past seven (7) years. Examples include, but are not limited to: driving under the influence, simple drug possession, drunk and disorderly conduct, public intoxication, or possession of drug paraphernalia.
 - f. Any other misdemeanor within the past five (5) years that would be considered a potential danger to children or is directly related to the functions of that volunteer. Examples include, but are not limited to: contributing to the delinquency of a minor, providing alcohol to a minor, or theft – if the volunteer is to handle money.
 - g. Any adult volunteer who has been charged with any of the disqualifying offenses above, and with a case pending in court, shall not be permitted to volunteer until the official adjudication of the case.
- 4. The Department shall require all adult volunteers to complete a background screening and to pay a fee to cover the background screening process. Exception: the cost of a background screening process fee shall be paid for by the Department for volunteers associated with Department's youth sports programs and activities.
 - 5. Sports officials/umpires working Parks and Recreation Department youth sports programs and activities shall pay the fee to cover the costs of the background screening process. Adult volunteers who have not successfully passed the background screening process shall not be allowed to officiate/umpire any youth sports/activities games, leagues, tournaments, etc.
 - 6. The City shall use a qualified entity to undertake the background screenings. The criteria set forth above shall be applied by the background screening entity. The background screening entity shall conduct the background screenings and provide the results to the Department.
 - 7. If the Department determines an adult volunteer does not meet the criteria set forth herein, the Department shall provide notice to the adult volunteer that they shall not be permitted to volunteer in any youth sports/activities program, league, tournament, etc.

Section II:

- 1. All partner youth sports/activities organizations shall comply with this Policy and shall not permit any adult volunteer who has not successfully passed the background check to participate as a volunteer with their organization. All volunteers associated with partner youth sports/activities organizations using City property shall comply with this Policy.

2. The youth sports/activities organization shall submit an affidavit, on a form provided by the Department (**see Exhibit A**), that the youth sports/activities organization shall not use any volunteer who has direct contact with youth sports/activities participants who has not undergone a background check as required by this Policy, or who failed the background check based upon criteria set forth in this Policy. Such affidavit shall be submitted to the Department Director or his designee prior to any youth sports/activities. Prior to the background checks, all volunteers shall submit the national background screening consent form (**see Exhibit B**).
3. In addition to the above requirements, and in accordance with this Policy, all youth sports organizations that are independent sanctioning authorities and that have athletic coaches who volunteer for a youth athletic team for twenty (20) or more hours within a calendar year shall provide evidence that a background check of the athletic coach has been conducted. An “independent sanctioning authority” means a private, nongovernmental entity that organizes, operates, or coordinates a youth athletic team, sport or activity, if the team includes one or more minors and is not affiliated with a private school.

Attachments:

Exhibit A – Affidavit Form

Exhibit B – National Background Screening Consent Form

Recommended by the Oklahoma City Park Commission: March 18, 2015.

Effective Date: March 18, 2015.



Douglas R. Kupper, CPRP, Director
Parks and Recreation Department

EXHIBIT A

City of Oklahoma City
Parks and Recreation Department

YOUTH SPORTS/ACTIVITIES BACKGROUND CHECK AFFIDAVIT

I, the undersigned, being first duly sworn, do hereby affirm, under oath and penalty of perjury, that the following statements are true:

1. I am 18 years of age or over and am a resident of the state of Oklahoma.
2. I am the Director (title) of Youth Builders Inc. (YBI) (name of youth sports organization), and I have the authority to make the representations set forth within this Affidavit.
3. In accordance with the Oklahoma City Parks and Recreation Department Youth Protection Policy, volunteers who have direct contact with youth sports/activities participants have passed the criminal background check.
4. My organization will not use any volunteer who has direct contact with youth sports/activities participants who has failed, or not undergone, the criminal background check.

Executed this 30 day of August, 2023.

By Charles A Clemons
(Signature)

By Charles A Clemons
(Name and Title)

Oklahoma County)
) SS:
State of Oklahoma)

This instrument was acknowledged before me on this 30th day of August, 2023.

Notary Public Diane E. McCullough

My commission expires 06/03/27.



Exhibit B

Oklahoma City Parks and Recreation Department National Background Screening Consent Form

Applicant's Legal Name (printed):

Social Security Number: _____ Date of Birth: _____

Applicant's Address:

City: _____ State: _____ Zip: _____

I, _____, authorize and give consent for the Oklahoma City Parks and Recreation Department (Department) to obtain information regarding myself. This includes the following:

- Local & National Criminal Background Records/Information
- All 50 State Sex Offender Registries
- Full Address Trace
- Social Security Verification

I, the undersigned, authorize this information to be obtained, either in writing or via telephone, in connection with my application. Any person, firm or organization providing information or records in accordance with this authorization is released from any and all claims of liability for compliance. Such information will be held in confidence in accordance with the Department's guidelines.

By signing this document, I provide the Department my consent for an initial background check, as well as any subsequent background checks the Department deems necessary.

Print Name: _____ Date: _____

Signature: _____

Attachment E
ACKNOWLEDGMENT AND GENERAL RELEASE

I acknowledge that I am a volunteer of Youth Builders, Inc., or YBI (“Group”) for youth football activities” (“Event”) to be held at Edwards Park, in Oklahoma City (“Site”). I also acknowledge that I am not employed or contracted by Group or The City of Oklahoma City (“City”) to perform work or other tasks at the Site. I further acknowledge that I am at least eighteen (18) years of age and have no impairments that prevent me from performing such work or tasks.

I understand that this activity may involve strenuous physical exertion and carries inherent risks, including, but not limited to, property damage, injury, or death. I also understand that I can avoid these inherent risks by not volunteering. I further understand that factors beyond my control, *including negligence*, may affect my safety. In signing this Acknowledgment and General Release (“Release”), I affirm that neither Group nor the City can guarantee my safety and that I participate willingly. If injured, I will rely solely on my own insurance or resources to cover any medical bills or other expenses or losses. I understand that no workers’ compensation or third-party insurance will be available to me.

I hereby release Group and the City, and their agents, affiliates, successors, and assigns, from all liability related, in any way, to my volunteer activities at the Event.

Signed this ____ day of _____, 2023.

Print Name: _____ Signature: _____

NOTE: Upon request, Group shall provide copies of signed Releases to the City.

Attachment F
ACKNOWLEDGMENT AND GENERAL RELEASE
(For Children Under Eighteen (18) Years of Age)

I acknowledge that I and/or my child(ren) are volunteers or participants of Youth Builders, Inc., (“Group”) for youth football activities (“Event”) to be held at Edwards Park, in Oklahoma City (“Site”). I also acknowledge that neither I nor my child(ren) are employed or contracted by Group or The City of Oklahoma City (“City”) to perform work or other tasks at the Site. I further acknowledge that I am at least eighteen (18) years of age and that neither I nor my child(ren) have any impairments that prevent us from performing such work or tasks.

I understand that this activity may involve strenuous physical exertion and carries inherent risks, including, but not limited to, property damage, injury, or death. I also understand that I and my child(ren) can avoid these inherent risks by not volunteering or participating. I further understand that factors beyond my control, *including negligence*, may affect our safety. In signing this Acknowledgment and General Release (“Release”), I affirm that neither Group nor the City can guarantee our safety and that we participate willingly. If I or my child(ren) are injured, I will rely solely on my own insurance or resources to cover any medical bills or other expenses or losses. I understand that no workers’ compensation or third-party insurance will be available to us.

I hereby release Group and the City, and their agents, affiliates, successors, and assigns, from all liability related, in any way, to our volunteer activities or participation at the Event.

Signed this ____ day of _____, 2023.

Print Name (Parent or Guardian): _____

Signature of Parent or Guardian: _____

Names of Children: _____ Age: _____

NOTE: Upon request, Group shall provide copies of signed Releases to the City.