

**Muscatine Parks & Recreation Department**  
**Kent Stein Park Ball Diamonds**  
**Facility Guidelines**

Welcome to Kent Stein Park. To ensure a quality leisure experience, please be aware of and adhere to the following guidelines:

**SCHEDULED USAGE:**

A specific time period and field can be scheduled for your activity. Please make sure that your usage complies with any reservations and that you cooperate with field users both prior to and following your activity. All schedules must be approved by parks and recreation staff prior to being made public.

**DIAMOND RESERVATIONS:**

Reservation requests may be made at the Parks and Recreation office. Office hours are Monday-Friday 8:00 a.m. to 5:00 p.m.

Teams are allowed a maximum of two (2) 90 minute “reserved” practice sessions each week. Reservations for practice sessions can be made as early as Friday at 8:00 a.m. of the preceding week.

A non-prepared diamond must be reserved by 11:00 a.m. of the requested date. A prepared diamond must be reserved by 11:00 a.m. of the preceding day. Prepared diamond reservations for weekends and holidays must be made by 11:00 a.m. of the last regular business day prior to the weekend or holiday.

A minimum of two (2) games must be scheduled on a diamond before reservations will be accepted for another “prepared diamond” of the same dimensions.

**DROP-IN DIAMOND USAGE:**

Drop in diamond usage is allowed on weekdays prior to noon and on diamonds not scheduled for that evening. On weekends drop in usage is allowed only on non-prepared diamonds.

**PRACTICE & WARM-UP GUIDELINES:**

Do not hit or throw directly into fences. Use catchers during batting practice situations. Observe turf conditions and rotate location of warm-ups and practice drills to avoid excess wear to the turf. No infield usage will be allowed on prepared fields by teams or individuals that are not scheduled on that diamond.

**CANCELLATIONS:**

The Parks and Recreation Department reserves the right to cancel all reservations and activities on diamonds due to inclement weather and/or diamond conditions. Diamond condition recordings will be available at 3:30 p.m. on weekdays by calling 263-0241. Diamond conditions for weekend activities will be made as necessary and can be checked by calling 263-1668 (Kent Stein Park). You may also sign up for email/text alerts regarding field conditions on the City’s website [www.muscatineiowa.gov](http://www.muscatineiowa.gov) (go to ‘Notify Me’ on the home page and get registered from there). Emails/texts will be sent weekdays at 3:30pm during adverse weather conditions.

We would request that only coaches call for diamond conditions and that players be instructed to contact the coach or other team representatives.

**FIELD MAINTENANCE:**

All maintenance on diamonds must be performed under the direction of the Athletic Facilities Manager. Unauthorized field maintenance is prohibited.

**FIELD PREPARATIONS:**

Any league team reserving and having a field prepared must notify the Parks and Recreation Department staff of any cancellations by noon of that day. After two (2) violations, from the same league, staff will no longer prepare the fields for make-up games.

**PARKING:**

Parking is allowed in designated areas only. Vehicles are not allowed in turf or landscaped areas adjacent to ball diamonds.

**TRASH & LITTER:**

Please help to keep your park clean by making sure that your team picks up all trash and litter in their dugout following their game. Trash cans will be located at each diamond.

**ALCOHOL:**

Alcohol is not allowed in the park.

**TOBACCO:**

Smoking and use of tobacco products or their like is prohibited.

**FIELD LIGHTS:**

Help conserve energy and keep down the operational costs at Kent Stein Park. Use lights only when necessary and make sure to shut off lights if you are the last activity scheduled on that diamond. Field lights should not be used for 1 or 2 individuals; instead they should be used only for team game or practice situations.

**INCLEMENT WEATHER:**

Many times inclement weather conditions develop after 3:30 p.m. when the field condition recording is issued. Team coaches are expected to use good judgment and common sense and avoid the use of diamonds during unsafe playing conditions. Usage groups are responsible for lightning guidelines.

**DIAMOND CONDITION REPORT:**

We would appreciate your assistance in identifying problems or unsafe field conditions that you observe. If you identify a situation on your diamond that needs corrected, please contact the Parks and Recreation Department at 263-0241.

**FACILITY HOURS:**

Preferred Kent Stein and Musser Park usage hours are 7:00 a.m. to 11:00 p.m.

**VIOLATIONS:**

Failure to comply with user guidelines may result in the loss of privileges.

**SOFTBALL BATTING CAGE:**

Limit usage to 30 minutes when cages are in demand. When finished, please repair dirt areas and make sure the cage doors are closed.

**CONCESSIONS:**

There are two concession stands located in Kent Stein Park. Selling of any commodities is prohibited without prior approval from parks and recreation staff.