

RECREATION DEPARTMENT RULES AND REGULATIONS

Approved by Borough of Chambersburg Town Council

April 13, 2015 August 8, 2016 **March 26, 2018**

I. **Standardized Rules and Regulations for Use of All Recreation and Park Areas**

A. The following rules and regulations apply to all Recreation Department facilities:

1. Recreation and Park Areas are open to the general public daily from dawn to dusk, year round except there is limited access to some facilities available from November 1 to April 1 as posted. Some daily exceptions apply.
2. Proper care and use of recreation and park equipment and facilities, shelters, buildings, tables, benches, trees, shrubbery, etc. is required. The cost of any property damage shall be charged to the responsible person(s).
3. Littering in recreation and park areas is prohibited. Trash shall be placed in containers provided for this purpose.
4. Patrons of recreation and park areas shall respect the rights of others and conduct themselves in a reasonable and acceptable manner. Disruptive, intrusive, offensive, or criminal behavior is intolerable. Disruptive behavior includes noise in such a way that disturbs the quiet, comfort, or repose of others.
5. The use of alcoholic beverages and illegal substances in recreation and park areas are prohibited and will not be tolerated. Those possessing and/or using any alcoholic beverages or possessing and/or using any narcotic or illegal substances will be asked to leave the facility in police custody.
6. The use of abusive and/or foul language is prohibited. Patrons must behave in a respectful manner while at all sporting events.
7. Dangerous practices and endangering the safety of others is prohibited at all times.
8. Where vehicular traffic is allowed in recreation and park areas, observe speed limit signs of 15 miles per hour or slower, depending upon conditions.
9. Recreational Vehicles (RVs), campers, trailers, and vehicles over 5 tons are prohibited within park drives and area parking lots unless previously authorized by the Recreation Department.
10. Directional signs must be followed by all traffic and parking shall be in authorized parking lots and parking spaces only. Illegally parked cars will be ticketed.
11. No mini-bikes, snowmobiles, ATV's or animals shall be ridden in recreation and park areas; except, if previously authorized by the Recreation Department.

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12. No motorized vehicles may be operated on park pathways or unpaved areas, and parking of same shall be made in designated spaces where available. Exceptions to this include personal assistance vehicles.
13. Golf shots shall not be practiced in recreation and park areas.
14. Bicycles shall be ridden on hard surface road areas only and parking of same shall be made in bicycle racks where available. Some exceptions apply.
15. The use of playground apparatus shall be used primarily by children and youth only.
16. Court areas and ball fields are open to the general public except when scheduled by the Recreation Department for organized leagues. Courts and ball fields must be reserved to supersede the "first come, first serve" rule. (see Rental Fee Schedule)
17. Animals, including pets, are not to be brought into recreation and park areas. Some exceptions apply.
18. Tennis shoes or sneakers must be worn on all court areas.
19. The building of fires in recreation and park areas shall be done in park grills and fireplaces only.
20. The discharge of firearms, fireworks, gun powder or explosives without the prior consent of the Recreation Department is prohibited.
21. There shall be no wading in the water or sitting on walls at park fountains.
22. All park patrons must wear activity appropriate attire. Nudity is prohibited.
23. Park pavilions may be used by all patrons when not reserved by an organization. Pavilions may be reserved for a fee by contacting the Recreation Department (see Rental Fee Schedule).
24. Skateboards shall not be ridden in any recreation and park area of the Borough of Chambersburg. Some exceptions apply.
25. In any Recreation and Park Area, the display of temporary signs or banners is subject to the approval of the Recreation Department. Such displays must only be advertising a Borough permitted or Recreation Department event or celebration or the commercial sponsor of a Borough permitted or Recreation Department event or celebration but may not advertise any practice, service, or product whose sale to minors is prohibited including but not limited to adult themes, tobacco, or alcoholic beverages.

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26. Smoking or using tobacco products, as well as, the use of vaporizers and E-cigarettes is permitted only in public streets, parking areas and designated areas only; prohibited in all playgrounds, bleachers, pavilions and unpaved sections. Tobacco use on grassy areas or playgrounds are prohibited.
27. Metal detecting on park property is not allowed.
28. Use of remote controlled aircraft (i.e. drones) and radio controlled vehicles is permitted only with permission of the Recreation Department and only so long as their use does not interfere with the quiet enjoyment of the facilities by other guests.
29. These rules and regulations are subject to revision or additions when deemed necessary by the Borough of Chambersburg.

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II. Chambersburg Aquatic Center Facility Guidelines

In addition to those Standardized Rules and Regulations for Use of All Recreation and Park Areas:

- A. The following rules and regulations have been established for the protection and benefit of all users of the Aquatic Center: Parents are responsible for all minors under their supervision and shall instruct them to observe these rules and obey the instructions of the Aquatic Center Management, lifeguards, and all other Borough employees.
- B. The Aquatic Center Manager, Aquatic Center Assistant Manager, Head Lifeguard, or others designated in authority are responsible for enforcement of these rules and regulations. Any violation of these rules and regulations may result in the issuance of a ticket pursuant to local law and/or, subject to the decision of the Recreation Department, the loss of privileges to use the pool facility. In such cases, no refund of admission paid will be made.
- C. These rules and regulations are subject to revision or additions when deemed necessary by the Borough of Chambersburg.
- D. Age Guidelines
 - 1. All guests must be 13 years of age or older to enter the Aquatic Center facility, and remain, unless accompanied by a responsible adult, age 18 or older.
 - 2. Any Aquatic Center guests under 13 years of age must be supervised by a responsible adult (18 years or older), at all times in the facility. Lying to Aquatic Center management about one's age will result in parent notification, immediate expulsion, and potential suspension from the facility for a reasonable period of time.
- E. General Pool Guidelines
 - 1. Please shower before entering the pool. No one should enter the water unless properly washed.
 - 2. Those swimming must wear swimming suits, swimming trunks, or a reasonable alternative upon entry into the water. Some clothing such as cut-offs, gym shorts, and underwear are not permitted as a swimwear substitute. If one is not wearing a proper bathing suit, undergarments must be worn under swimming suit alternatives.
 - 3. Per the Pennsylvania State Health Code, all children in diapers must wear Swim Diapers in the pools. These are available for purchase for \$1 each at the facility. Please change all diapers in the restroom facilities.
 - 4. Do not run inside the facility. Walk around concrete areas.
 - 5. Skateboards, rollerblades, and scooters are only permitted in the Skate Park.
 - 6. Only Coast Guard approved life jackets are permitted. Swimsuits with flotation assistance built into the material are acceptable. An adult, age 18 or older, must accompany a child wearing a flotation device at all times. Swim aides such as arm swimmies or bubble packs are not Coast Guard approved flotation devices and are not permitted in the Activity or Leisure pools.
 - 7. Pool toys are permitted at the discretion of the lifeguards.

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8. Goggles and face masks are permitted. Fins are permitted during lap swimming.
9. Handsprings, headstands, cartwheels, and other gymnastic maneuvers are not permitted on any concrete deck surface.
10. The Aquatic Center provides lounge chairs for your use on the deck. **DO NOT MOVE OR RELOCATE THE LOUNGE CHAIRS**; their location is set by staff. You are welcome to bring your own chairs for use on any open space upon the deck or in the grass areas. Personal umbrellas and small shade structures are not permitted in the facility.
11. Small coolers (5 quart or less) with outside food and beverages are permitted in the facility, but glass containers are not permitted anywhere on-site. Food or beverages are not permitted within six feet of any body of water. The concession stand also offers a variety of choices for meals, snacks and beverages for purchase.
12. Management reserves the right to deny entrance to, and / or remove individuals who display conduct that is rude, dangerous, or endangers the safety or quiet comfort of others. Loud personal music or video is prohibited if it is audible to other guests.
13. Persons under the influence of alcohol or drugs will not be permitted to enter the facility. This is an alcohol-free facility.
14. Smoking and using any other type of tobacco products, including vaping or e-cigarettes with or without tobacco, chewing tobacco, or snuff, or consuming any inhaled substance, other than that prescribed by a medical doctor, is not permitted anywhere within the facility. Should you choose to leave the facility to smoke outside the front gate, children under the age of 13 are not permitted to remain in the facility unattended.

This is a tobacco free facility.

15. The Borough of Chambersburg is not responsible for lost or stolen items. Lockers are provided in the locker rooms if you wish to secure your belongings. Please secure your possessions.
16. Pets are not permitted in the facility. Service animals specifically trained to aid a person with a disability are welcome.
17. The Aquatic Facility outdoor areas will be cleared of all persons during thunder, for a minimum of 15 minutes (add 15 minutes to each instance of thunder), and a minimum of 30 minutes for each observance of lightning. You may seek shelter in designated spaces during inclement weather.
18. Staff reserves the right to check coolers or backpacks at any time as a condition of entry into the facility.
19. The first time a guest forgets his/her membership card, they will be admitted upon verification of membership. The next time a membership card is forgotten, a fee may be required to cancel and replace the card.
20. Membership cards must be presented upon entrance, each time, and are not transferrable. If a card is used by someone other than the authorized user, it will be confiscated. If it is determined that the owner of the card is responsible for the unauthorized use of the card, the owner may lose their membership, without refund, for the remainder of the season.

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21. Lost or stolen cards should be reported to the pool cashiers immediately.
22. Guests paying the daily admission fee, who exit the pool facility, may re-enter later that same day without additional payment if they have secured a daily, re-admit pass or hand-stamp prior to departure.
23. Pool occupancy capacity must not be exceeded at any time. Therefore, management reserves the right to deny admission to prevent overcrowded conditions when necessary.
24. No unauthorized persons are permitted in the facility after regular scheduled hours. Trespassers will be prosecuted.

F. Tot Pool Guidelines

1. Only children age 5 and younger are permitted in the tot pool; and, they must be accompanied by a responsible adult (age 18 years or older) at all times, while near the water.
2. Children's toys are permitted in the Tot Pool.
3. Children should ride the Tot Pool slide in the feet-first position, and should not attempt to climb up the slide.

G. Diving Well Guidelines (includes the diving board, climbing wall and drop slide)

1. Only one bounce is permitted on the board per jump.
2. Only one person is permitted on the board at a time.
3. Do not hang from below the diving board.
4. Only dive from the front edge of the board, then swim at once to the nearest ladder to exit the pool.

5. No more than two people are permitted on the climbing wall simultaneously. You must climb vertically and fall back feet first into water.
6. You must first pass a swimming test before diving, climbing or sliding into the Diving Well. You must be able to swim one length of the 25-meter section. Staff will determine if you are qualified to use these water features.

H. Lazy River Guidelines

1. Those children using this feature, who are not able to swim on their own, must be accompanied by a responsible adult in the water, age 18 or over, at all times, and non-swimming children must wear a Coast Guard Approved life vest.
2. Guests must enter and exit only at designated areas, not from the side of the river.
3. Please hand your tube to the attendant upon exiting the river.
4. Guests must not stop, walk the opposite way, hang on the wall, or swim freely.
5. Guests may remain in the vortex area unless there is insufficient room, in which case an attendant may ask for guests to exit the vortex and return to the lazy river flow.
6. Do not stack or stand on tubes.

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I. Slide Guidelines

1. Please remove all jewelry, sunglasses and goggles before using the slide.
2. Jean shorts or swim trunks with metal zippers, eyelets, or buttons are not permitted to be worn on the slide. Staff may remove the eyelets from swim trunks at the front desk to allow access to the slides. Any guest under age 18 must obtain permission of a parent or guardian prior to using the slides.
3. Adults 18 years and older are permitted to ride the tube slides (not the drop slide) accompanied by one child age 5 years or younger.
4. Riders must be a minimum of 48" to ride the tube slides. You must first pass a swimming test before you ride the drop slide into the Well (25 Meters without stopping or touching the bottom).
5. Guests must not exceed the 300 lb. weight limit for riding the slides.
6. You must ride the slides in the feet-first position.

J. Play Feature Guidelines

1. Only one guest may ride the Play Feature slide at a time.
2. Jean shorts or swim trunks with metal zippers, eyelets, or buttons are not permitted. Staff may remove the eyelets from swim trunks at the front desk. Any guest under age 18 must obtain permission of a parent or guardian prior to using the Play Feature.
3. You must ride the slide in the feet-first position.
4. Do not climb up the slide.
5. Do not climb on the pipes or handrails.

K. Lilly Pad / Log Crossing

1. You must be at least 48 inches to use this feature.
2. Users must wait their turn until the previous user reaches the 3rd log before starting to cross.
3. Pushing, shoving or trying to knock someone off the feature is not permitted.
4. If the user falls off before reaching the other side, he/she must exit the area immediately.
5. Recreational swimming is not permitted in this area.

L. Adult Swims (Age 18+)

On crowded days, beginning at 2 PM, adult swims will be held on the hour, for 15 minutes, in various sections of the pool at the discretion of Management. During this time only children age 5 and younger are permitted to accompany an adult in that specific section of the pool.

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III. Municipal Recreation Center

For the purposes of these rules and regulations, the Eugene C. Clarke, Jr. Community Center shall include the building at 235 S. Third Street and all property associated therewith.

In addition to those Standardized Rules and Regulations for Use of All Recreation and Park Areas:

- A. The following rules and regulations have been established for the protection and benefit of all users of the Chambersburg Municipal Recreation Center: Parents are responsible for all minors under their supervision and shall instruct them to observe these rules and obey the instructions of all Borough employees.
- B. Any violation of these rules and regulations may result in the issuance of a ticket pursuant to local law and/or, subject to the decision of the Recreation Department, the loss of privileges to use the Recreation Center. In such cases, no refund of admission paid will be made.
- C. These rules and regulations are subject to revision or additions when deemed necessary by the Borough of Chambersburg
- D. The Recreation Department reserves the right to determine:
 - 1. who shall be eligible to use the building
 - 2. for what purposes, and
 - 3. under what terms or conditions
- E. General Guidelines:
 - 1. The Municipal Recreation Center is open 8:00 a.m. – 5:00 p.m. Monday through Friday. The facility is closed on weekday evenings, Saturday, Sunday, and holidays. However, the facility is available for rental or special events during such times; and, some events are open to admission of the general public.
 - 2. The Recreation Department Office at the Recreation Center will be open for business from 8:00 a.m. to 5:00 p.m. Monday through Friday.
 - 3. The Recreation Center follows the Borough Holiday Calendar. On those days indicated as official Borough holidays, the Recreation Department Office will be closed. On the following holiday days, the Recreation Center will have limited rental availability:
 - New Years Day: closed all day and evening before
 - Washington's Birthday: closed all day but open in the evening
 - Good Friday: closed all day
 - Memorial Day: closed all day
 - July 4th Holiday: closed all day
 - Labor Day: closed all day
 - Veterans Day: closed all day but open in the evening
 - Thanksgiving: closed all day
 - Christmas: closed all day and the evening before

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4. Ordinance § 286-57 restricts parking at the Recreation Center to Recreation Department use only with no other parking permitted.
5. **SMOKING** and using tobacco products is prohibited inside the facility.
6. **NO FOOD PERMITTED IN GYM** Eating and chewing gum are only permitted within those areas designated for such activity.
7. **NO HORSEPLAY** Dangerous, disruptive, intrusive, offensive, or violent behavior is intolerable.
8. No loitering permitted outside the Recreation Center.
9. The Recreation Center may be used by civic, social, religious and fraternal organizations, service clubs, institutions, special interest groups, and other worthwhile causes whenever possible.
10. Reservations and arrangements must be made at the Recreation Department Office in person and approved before privileges become effective. Fees must be paid at the time reservations are made. (see Rental Fee Schedule)
11. Refunds will be granted only if cancellations are made one week or more prior to scheduled time of use.
12. Recreation Department activities take precedence at all times.
13. Use the facility, tables, chairs, and all other equipment with care. The cost of any property damage shall be charged to the responsible person(s). Organizations, individuals and groups renting the facility will be held responsible for any damages done under their supervision.
14. The use of the facility shall not be granted to any individual or organization for personal or private gain (commercial or non-profit/charitable) unless otherwise approved by the Recreation Department.
15. Individuals or organizations that rent any part of the facility will be charged for custodian services when activities take place at times when the custodian would not normally be assigned to duty. In addition, when an event requires additional staffing, for any reason, the Recreation Department reserves the right to demand reasonable reimbursement of expenses related to the assignment of staff functions to an event.
16. Individuals or organizations that rent any part of the facility will also be responsible for removing any/all equipment, clothing, personal effects, articles or properties at the conclusion of their rental period and restoration of the facility to broom swept condition upon departure.

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17. When more than one individual or organization rents the Recreation Center during any weekday evening, weekend, or holiday, all such groups shall pay the same rental fee for use of the facility and custodial services.
18. The Recreation Department shall prioritize conflicting rental requests. At the sole discretion of the Superintendent of Recreation, availability of the facility may be adjusted. Further, the Recreation Department shall adjudicate any disputes between renters for use of the facility.
19. In some cases, the Recreation Department may issue Special Privileges to individuals or organizations. Such privileges may include such things as the ability to borrow a key to a door. Such privileges are at the discretion of the Recreation Department and may be modified or revoked at any time.
20. Any use of the Recreation Center for bingo or games of chance where less than 100% of all funds are dispersed as prizes/winnings is prohibited.
21. Animals or pets of any kind are prohibited in the facility; except as may otherwise be specifically approved by the Recreation Department.
22. Persons under the influence of alcohol or drugs are prohibited from using the facility. Those possessing and/or using any alcoholic beverages or possessing and/or using any narcotic or illegal substances will be asked to leave the facility in police custody.
23. Abusive or foul language is prohibited.
24. No person shall interfere with an emergency rescue, accident, or emergency drill procedure.
25. Safety equipment, fire extinguishers or furniture must not be altered, moved or used by unauthorized persons.
26. The possession of concealed or otherwise prohibited by State law weapons, knives, box cutters, shanks, firearms, fireworks, gun powder or explosives without proper permits or the prior consent of the Recreation Department is prohibited. Violators found possessing and/or using prohibited or unpermitted weapons will be detained and interviewed by the Chambersburg Police Department.
27. Common sense with regard to using equipment and electrical facilities, preventing fires, maintaining safety, keeping exit doors clear, and the general care of the building should be kept constantly in mind. Check with the Recreation Office at the time the reservation is made for special arrangements.
28. Groups wishing to sell or distribute non-prepackaged food at the Recreation Center must get a permit from the Commonwealth Codes Inspection Service, prior to running a concession of any kind.

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29. Those designated in authority or custodians are the only persons permitted to turn on lights, operate electric scoreboards, or heating system at Recreation Center. No unauthorized personnel are permitted in the boiler room, supply room, or maintenance shop at the Recreation Center.
30. Those designated in authority or custodians will be on duty until 5:00 p.m. Monday through Friday of each week. Custodial services are available at other times in exchange for a fee.
31. Rental arrangements for use of the building must be made at the Recreation Office. The facility is available for rental seven days per week but not on Holidays and not after 11:59 p.m. any day.

F. These additional rules are specific to public dances at the Recreation Center:

1. No backpacks, fanny packs, or duffels larger than 4 cubic ounces are allowed at public dances
2. All persons must wear appropriate attire. Nudity is prohibited.
3. If the event is "age specific", all persons are required to present a photo ID to get into the dance.
4. Recreation Security Guard(s) must be hired for the event and will be manning the entrance, checking ID's and overseeing the safety of the event.
5. The Recreation Department staff has the right to control the volume of the music.
6. If, at any point, the Recreation Department determines that a crowd is too boisterous, rude, loud, or obscene behavior, the event can be terminated; there will be no refunds of the rental fee.

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IV. Memorial Park

For the purposes of these rules and regulations, Memorial Park shall include the facility bordered by McKinley Street to the north, Stanley Avenue to the south, and Stouffer Avenue to the west and all property associated therewith.

In addition to those Standardized Rules and Regulations for Use of All Recreation and Park Areas:

- A. Illuminated tennis courts and softball fields are allowed to be used after dark until 11 p.m. from Memorial Day to Labor Day. Longer if weather permits.
- B. Skateboards, Bikes Rollerblades, & Non-motorized scooters are permitted to ride within the skate park.

V. Henninger Field & Playground

For the purposes of these rules and regulations, Henninger Field & Playground shall include the facility bordered by W. Vine Street to the south and Riddle Alley to the east and all property associated therewith.

In addition to those Standardized Rules and Regulations for Use of All Recreation and Park Areas:

A. Additional Guidelines:

- 1. Henninger Field may be used by civic, social, religious and fraternal organizations, service clubs, institutions, special interest groups, and other worthwhile causes whenever possible.
- 2. Reservations and arrangements must be made at the Recreation Department Office in person and approved before privileges become effective. Fees must be paid at the time reservations are made. (see Rental Fee Schedule).
- 3. If Henninger Field is being used by Wilson College, under agreement with the Borough, then Wilson College Athletics is permitted to prohibit access to the field before, during or after use.
- 4. Refunds will be granted only if cancellations are made one week or more prior to scheduled time of use.
- 5. Recreation Department activities take precedence at all times from general access.
- 6. Use the facility, bleachers, and all other equipment with care. The cost of any property damage shall be charged to the responsible person(s). Organizations, individuals and groups renting the facility will be held responsible for any damages done under their supervision.

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7. The use of the facility shall not be granted to any individual or organization for personal or private gain (commercial or non-profit/charitable) unless otherwise approved by the Recreation Department. You must contact the Recreation Department to reserve field use.
8. Individuals or organizations that rent the facility will be charged for custodian services when activities take place at times when the custodian would not normally be assigned to duty. In addition, when an event requires additional staffing, for any reason, the Recreation Department reserves the right to demand reasonable reimbursement of expenses related to the assignment of staff functions to an event.
9. Individuals or organizations that rent the facility will also be responsible for removing any/all equipment, clothing, personal effects, articles or properties and the conclusion of their rental period and restoration of the facility to broom swept condition upon departure.
10. When more than one individual or organization rents the facility during any weekday evening, weekend, or holiday, all such groups shall pay the same rental fee for use of the facility and custodial services.
11. The Recreation Department shall prioritize conflicting rental requests. At the sole discretion of the Superintendent of Recreation, availability of the facility may be adjusted. Further, the Recreation Department shall adjudicate any disputes between renters for use of the facility.
12. In some cases, the Recreation Department may issue Special Privileges to individuals or organizations. Such privileges may include such things as the ability to borrow a key to a door. Such privileges are at the discretion of the Recreation Department and may be modified or revoked at any time.
13. Individuals or organizations that rent the facility will be responsible for signing out all the necessary keys. A key security deposit will be collected and returned upon returning the signed out keys and inspection of the facilities. If the scoreboard and/or public address system is needed, the renters will be responsible for properly using and storing the system. Failure to comply may result in prohibiting future use. Finally, organizations, individuals and groups renting the facility will be held responsible for any damages done under their supervision.
14. The Recreation Department retains the privilege of receiving bids, granting contracts, or making arrangements for the concession rights at the field at all times.
15. All events must begin no later than 8:30 p.m. and end by Midnight.
16. Motorized vehicles that require access to the field such as maintenance trucks, concession vehicles, fire apparatus, etc. must receive prior approval of the Recreation Department.
17. Only authorized personnel are permitted to use the press box.

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18. The playing field may not be used for regular practice sessions unless scheduled and approved by the Recreation Department.

VI. **Mike Waters Park**

For the purposes of these rules and regulations, Mike Waters Park shall include the facility bordered by Kyle Avenue to the north, Gilbert Avenue to the south, S. Second Street to the west, S. Third Street to the east and all property associated therewith.

In addition to those Standardized Rules and Regulations for Use of All Recreation and Park Areas:

A. Illuminated basketball courts are allowed to be used after dark until 10 p.m. from Memorial Day to Labor Day. Longer if weather permits.

B. Patrons should use the Pedestrian Signal when crossing S. Second Street.

VII. **Hillcrest Park**

All Standardized Rules and Regulations for Use of All Recreation and Park Areas apply.

VIII. **Chambers/Orchard Park**

All Standardized Rules and Regulations for Use of All Recreation and Park Areas apply.

IX. **Reservoir Hill Park**

All Standardized Rules and Regulations for Use of All Recreation and Park Areas apply.

X. **Fourth Street Park**

For the purposes of these rules and regulations, Fourth Street Park shall include the facility bordered by Nelson Street to the north, Montgomery Alley to the south, N. Fourth Street to the west, Prince Street to the east and all property associated therewith.

In addition to those Standardized Rules and Regulations for Use of All Recreation and Park Areas:

A. Skateboards, Bikes Rollerblades & Non-motorized scooters are permitted to ride within the skate park.

XI. **John A. Redding, Jr. Memorial Park**

All Standardized Rules and Regulations for Use of All Recreation and Park Areas apply.

XII. **Laurich Meadows**

All Standardized Rules and Regulations for Use of All Recreation and Park Areas apply.

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XIII. **Mill Creek Acres Park**

All Standardized Rules and Regulations for Use of All Recreation and Park Areas apply.

XIV. **Nicholson Square Park**

All Standardized Rules and Regulations for Use of All Recreation and Park Areas apply.

XV. **Pine Woods**

All Standardized Rules and Regulations for Use of Recreation and Park Areas apply.

XVI. **Phoenix Tract**

All Standardized Rules and Regulations for Use of Recreation and Park Areas apply.

XVII. **Woodvale Tract**

All Standardized Rules and Regulations for Use of Recreation and Park Areas apply.

XVIII. **Chambers Fort Park**

For the purposes of these rules and regulations, Chambers Fort Park shall include the facility bordered by 30 W King Street to the north, W. Lincoln Way to the south, the Rail-Trail to the west, N. Main Street to the east and all property associated therewith.

In addition to those Standardized Rules and Regulations for Use of All Recreation and Park Areas:

- A. The Park is closed daily from 11:30 p.m. to 6:00 a.m. When closed, pedestrians and vehicles may traverse the park, but may not stop, stand or sit upon it.
- B. A sign designating the following will be posted:
 - Closed Daily 11:30pm to 6:00am
 - No Littering
 - No Skateboards
 - No Bicycles
 - No wading in the Falling Spring Creek
- C. The Park may be used for Downtown Activities which receive a Special Event Permit.

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XIX. **Cumberland Valley Rail Trail**

In addition to those Standardized Rules and Regulations for Use of All Recreation and Park Areas:

- A. Animals/Pets, which leashed and under the control of their owner, are permitted on the Rail Trail. Owner shall immediately remove and dispose of in a sanitary manner all feces.
- B. Bikes, skateboards, Rollerblades, and non-motorized scooters are permitted on the Rail Trail.
- C. Motorized vehicles of any size or type are prohibited. Horses are permitted.
- D. Use of the Rail Trail after dark is prohibited unless part of downtown activity with a special event permit from the Borough of Chambersburg. Trespassers will be removed by the Police Department.
- E. Snow/ice will only be removed as resources permit.

XX. **Pump Track/Bike Park**

In addition to those Standardized Rules and Regulations for Use of All Recreation and Park Areas:

- A. The Pump Track/Bike Park is open daily from dawn to dusk.
- B. Protective Equipment is recommended for all users.
- C. Ride safely within your ability.
- D. Show respect and share the space with other riders.
- E. Riders use the facility at their own risk. Be careful to protect yourself from injury.
- F. **SMOKING** and using tobacco products is prohibited throughout the entire facility.

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XXI. Court House Plaza

For the purposes of these rules and regulations, Court House Plaza shall include the facility bordered by 14 N. Main Street to the north, E. Lincoln Way to the south, N. Main Street to the west, the steps of the Old County Court House to the east and all property associated therewith.

In addition to those Standardized Rules and Regulations for Use of All Recreation and Park Areas:

- A. The Plaza is closed daily from 11:30 p.m. to 6:00 a.m.
- B. When closed, trespassing is prohibited and will be enforced.
- C. When closed, pedestrians may traverse the plaza, but may not stop, stand or sit upon it.
- D. The park is the area between the Old Franklin County Courthouse steps and the public street; beside and in front of the courthouse.
- E. For purposes of County Courthouse maintenance or construction, the facility may be closed.

XXII. Athletic League Policies

All athletic leagues must abide by the Standardized Rules and Regulations for Use of all Recreation and Park Areas.

- A. Additional Guidelines:
 - 1. All athletic teams playing in leagues under the auspices of the Chambersburg Recreation Department shall be required to follow all established rules and policies. An activity fee will be assessed to all non-borough residents.
 - 2. Chambersburg Area School District teams and non-profit accredited private secondary schools located within the Borough of Chambersburg, may request the use of Recreation Department playing fields when not in use by Recreation Department; however, they will be responsible for all costs involved in the use of the field and facilities.
 - 3. Local teams, groups, or organizations wishing to sponsor tournaments on areas and facilities which are under the jurisdiction of the Recreation Department must request prior approval from the Recreation Department. They must also have adequate liability insurance coverage, a tournament must be state sanctioned where applicable, and all costs incurred by the Recreation Department in the maintenance and operation of the tournament must be reimbursed to them by the sponsoring organization.
 - 4. Preference for use of recreation and athletic facilities shall be as follows in the order listed: Recreation Department sponsored activities, local teams and organizations affiliated with the

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Recreation Department, local teams and organizations not affiliated with the Recreation Department, residents of the Borough and finally non-residents of the Borough.

5. Any local team or leagues not under the direct auspices of the Recreation Department must carry adequate accident and property liability when using any athletic field and facilities under the jurisdiction of the Recreation Department.
6. The insurance shall provide protection for each team as well as the Borough of Chambersburg against lawsuits and judgments that may result from bodily injury and property damage claims arising out of each sports team's or league operation including games, practices, tournaments, and fund raising events.
7. A Certificate of Insurance must be presented, evidencing that the responsible parties maintain insurance, which will protect the Borough of Chambersburg from claims for damages for personal injury, including accidental death, as well as claims for property damages which may arise from the conduct of the league. The amounts of such insurance shall be as follows:

Public liability insurance in an amount of not less than \$1,000,000 for injuries, including accidental death, to any one person and property damage insurance in an amount of not less than \$1,000,000. The Certificate of Insurance shall name the Borough of Chambersburg as an additional insured and shall be provided by an insurance company authorized to do business in the Commonwealth of Pennsylvania and acceptable to the Borough.
8. Depending upon the duration and nature of the activities and the type of organization using the facilities, the Recreation Department may permit use of the facilities without a Certificate of Insurance.
9. One athletic league may not monopolize a specific field when other teams or leagues need playing space also.
10. Any player thrown out of a Recreation Department League shall be out of all Recreation Department activities for the period of one year.

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XXIII. Concession Stands/Mobile Vendors/Food Trucks in Parks

A. All licensed vendors must abide by the Standardized Rules and Regulations for Use of all Recreation and Park Areas.

B. Additional Guidelines:

1. Each year the Recreation Department will advertise for Concessionaires and/or Mobile Vendors to operate our concession stand(s) and/or to operate a mobile vendor stand at various Recreation Department events/leagues. This will be advertised in the local newspaper.
2. Concessionaires and/or Mobile Vendors will have to fill out a contract and provide the following documents: Food Permit/Licenses, ServeSafe certificate, Certificate of Insurance, and menu.
3. Concessionaires and Mobile Food Vendors must secure their food permit from the Commonwealth Codes Inspection Service (1102 Sheller Ave. Chambersburg, PA 717-262-0081) and must comply with the Pennsylvania Department of Health's Regulations for Conducting and Operating Eating and Drinking Establishments.
4. Successful bidders will be responsible for paying for the electricity when metered separately, natural gas and telephone in the concession building when it is used by the Lessee, and for maintaining the concession building and the outside area set aside for eating and drinking purposes in a clean and orderly manner.
5. The Lessee is accountable to the Recreation Department for daily sales and will reimburse the Recreation Department on a weekly basis for said privilege of leasing the facility.
6. The Chambersburg Recreation Department shall have the right to operate a concession between the two ball fields at the Park for events sponsored or co-sponsored by the Recreation Department and for their special events at Henninger Field during the season. Also during community celebrations when recreation areas and facilities are used, additional concessionaires may be allowed

XXIV. Band Shell/Pavilions

A. All organizations or individuals who rent or use the Band Shell or Park Pavilions must abide by the Standardized Rules and Regulations for Use of all Recreation and Park Areas.

B. Additional Guidelines:

1. The Recreation Department shall have first priority on the use and scheduling of program activities at the Park Band Shell. Whenever possible, activities will be offered free of charge to the general public.

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2. Non-profit community organizations may reserve the Park Band Shell when not in use by the Recreation Department, as long as, no admission fee is charged, or collection taken. However, in the event non-profit groups wish to charge or take a good will donation for a worthwhile reason they may make a special request to the Recreation Department for consideration.
3. The Park Band Shell may not be used to sell products or services. Organizations or businesses may reserve the Band Shell to host or sponsor programs, which benefit their organization or the public good. However, no commercialism is allowed. Programming is at the discretion of the Recreation Department.
4. In the event a for-profit organization or business desires to reserve the Park Band Shell to provide a program free of charge to the general public, they shall make a special request to the Recreation Department who shall determine the value of the program as a public resource and censor any private pecuniary use.
5. In the event any entity desires to reserve the Park Band Shell to conduct a program where an admission fee is collected, they shall make a special request to the Recreation Department who shall determine the value of the program as a public resource and censor any private pecuniary use. For example, proof that all proceeds from the program were donated to a registered public charity shall be required.
6. The Recreation Department shall provide rest room and dressing room facilities as well as electrical services for programs at the Amphitheater. All other equipment and conveniences must be supplied by the user.
7. Common sense with regard to using equipment and electrical facilities, preventing fires, maintaining safety, keeping exit paths clear, and the general care of the building should be kept constantly in mind.
8. The Recreation Department reserves the right to require that trained personnel be hired for security and traffic control through the local fire police and that the cost be borne by the organization sponsoring the event.
9. The Recreation Department reserves the right to require groups and organizations using the facilities to bear the cost of cleaning up litter from the area following a program.
10. The Recreation Department reserves the right to determine the loudness or volume of any sound system used at the Park Band Shell. The Recreation Department or its designated representative shall have the authority to decrease the volume of their music if it is determined to be offensive to the audience, neighbors, and/or surrounding Park participants.
11. All programs or concerts held at the Park Band Shell during evening hours must be terminated by 9:00 p.m. unless special permission is received from the Recreation Department.

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12. Music and entertainment groups to perform at the Park Band Shell must be sponsored by an organization that properly requested the use of the facility. Music and entertainment groups cannot be self-sponsored.
13. Groups or organizations wishing to reserve a picnic pavilion may make reservations and payments at the Recreation Department Office anytime after Labor Day for the following year. Reservations will be on a first come – first serve basis. (see Rental Fee Schedule)
14. All persons using park pavilions are asked to obey rules and regulations established for their use and each group will be held liable for an extra charge if the facility is not left in a presentable condition after use.