

# RECREATION DEPARTMENT RULES AND REGULATIONS

Approved by Borough of Chambersburg Town Council

April 13, 2015

## I. Standardized Rules and Regulations for Use of 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.
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.

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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.
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.
27. Metal detecting on park property is not allowed.

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28. These rules and regulations are subject to revision or additions when deemed necessary by the Borough of Chambersburg.

## II. Chambersburg Swimming Pool Rules and Regulations

In addition to those Standardized Rules and Regulations for Use of 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 Swimming Pool: Parents are responsible for all minors under their supervision and shall instruct them to observe these rules and obey the instructions of the Pool Management, lifeguards, and all other Borough employees.

B. The Pool Manager, Assistant Pool 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. Patrons must be 13 years of age or older to enter the pool without adult supervision.
2. Anyone under 13 years of age must be accompanied by a responsible adult (18 years or older) at all times.

### E. General Pool Guidelines

1. Inflatable objects are prohibited in the main pool, US Coast Guard approved life jackets, swim suits with sewn in life jacket material, and beach balls are permitted. After 5 p.m., at the discretion of the lifeguards, certain limited use of inflatable objects may be permitted.
2. Goggles, facemasks and snorkels are permitted. Fins are not permitted.
3. All patrons are required to either produce for inspection their season pass or pay the daily fee for entry. No exceptions shall be made.
4. The first time a patron forgets his/her pool pass they will be admitted upon verification of membership through our files, the second time a pass is forgotten they must pay a fee to receive a new pass.

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5. Membership cards are not transferable. If a card is used by someone other than the original authorized cardholder, it will be confiscated and no refund will be made. If it is determined that the original authorized cardholder is responsible for the unauthorized transfer they may lose their membership privileges for the remainder of the season.
6. Lost cards must be reported to the pool cashier immediately.
7. Patrons paying the daily admission fee, who exit the pool facility, may re-enter later during the same day, without paying a second admission fee as long as they receive a re-admit pass at the counter before exiting.
8. No unauthorized persons are permitted in the pool facility after regular scheduled hours. Trespassers will be prosecuted.
9. Those needlessly distracting the attention of the lifeguards may be asked to leave the facility as such practice is dangerous.
10. It is recommended that persons take a shower before entering the pool as this helps keep dirt and germs out of the pool. Lifeguards reserve the right to insist that a patron shower.
11. Smoking, using tobacco products, using vaporizers and E-cigarettes, eating or chewing gum on the pool premises are only permitted in areas provided for such activity.
12. **NO OUTSIDE FOOD PERMITTED IN ANY AREA NOT MARKED AS "Picnic Area for Outside Food" \*\*.**

## **Only the following exceptions will be made:**

- Fresh Fruits & Vegetables
- Pre-packaged chips, pretzels or crackers
- Thermos Containers or Juice Boxes (Glass and cans are prohibited)
- Pre-packaged Infant Food in original packaging such as baby food
- Milk & Formula for Infants / Toddlers
- Food specific to medication being taken while at the pool

**Note:** If health issues require a special exception, please contact the Borough Manager for specific permission.

\*\*An area designated "Picnic Area For Outside Food - Semi Private", within the pool facility will be made available to the public and on a first come / first serve basis by reservation / rental. **All** outside food must be kept within the semi-private picnic areas and may not be brought to other parts of the pool facility.

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Questions, concerns or a request for clarification may be directed to: Julie Redding, Assistant Recreation Superintendent.

13. **NO RUNNING & NO HORSEPLAY** Dangerous, disruptive, intrusive, offensive, or violent behavior is intolerable. Patrons must walk on all deck areas -. Dunking, pushing, pulling, throwing, splashing, diving from the side of the pool, swimming in the diving area, double bouncing on the spring board, horseplay or wrestling on the decks or in the dressing rooms is prohibited. Twists, flips and jumping in backwards from the side of the pool are prohibited.
14. Handsprings or headstands are not permitted from the sides of the pool.
15. Spitting, blowing your nose, urinating or depositing any foreign matter in the pool is strictly prohibited.
16. Persons with mouth, nose, or ear discharges, or any person with red and infected eyes, skin eruptions, open wounds, sores, or bandages are not permitted in the pool area.
17. Patrons are warned against swimming while under a doctor's care or while under the influence of prescription or over-the-counter medication. Consult your physician to determine whether swimming is safe for you.
18. Glass items are not permitted in the pool facility.
19. It is recommended that swim suits be worn in the pool. If one is not wearing a swim suit, proper undergarments must be worn under clothing.
20. Animals or pets of any kind are prohibited in pool facility; except as may otherwise be specifically approved by the Recreation Department.
21. Persons under the influence of alcohol or drugs are prohibited from using the pool 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.
22. Abusive or foul language is prohibited.
23. No person shall interfere with an emergency rescue, accident, or emergency drill procedure.
24. Safety equipment, lifeguard chairs or furniture must not be altered, moved or used by unauthorized persons. Patrons are not allowed in the filter rooms or to handle pool chemicals or equipment.
25. Use the swimming facilities, tables, benches, trees and shrubbery and all other equipment with care. The cost of any property damage shall be charged to the responsible person(s).

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26. It is recommended that all valuables be kept locked in a locker. The Borough shall not be responsible for any damaged, lost, stolen, or misplaced articles or valuables.
27. Pool occupancy capacity and/or acceptable lifeguard load limits must not be exceeded at any time. Therefore, Pool Management reserves the right to bar admission to anyone to prevent overcrowded conditions when this becomes necessary.
28. Swimmers must exit the pool and/or leave the pool area immediately upon the signal or request of pool personnel, counselors, or group leaders.
29. No unauthorized person may teach swimming or conduct aquatic group activities without the prior approval of the Recreation Department.
30. Beach balls, sponge balls and diving toys are permitted in the main pool at the discretion of the lifeguards. Noodles are permitted in the wading pool and 25 meter section of the main pool at the discretion of the lifeguards.
31. The pool can be reserved for pool parties and pool rentals. (see Rental Fee Schedule).
32. "Outside Food Semi-Private Picnic Area" within the Pool facility will be made available to the public for pre-reservation / rental on a daily basis for a group/family, but all outside food must be kept in the semi-private picnic area and not brought to other parts of the Pool facility.

## F. Baby Pool Guidelines

1. Only children age 5 years old and younger are permitted in the Baby Pool. Supervising older children or adults may be permitted to enter the pool.
2. Toys and other inflatable pool items are permitted in the pool.
3. An adult must accompany a child at all times.
4. Children who are not potty trained should wear swimmable (Swimmies) diapers. They can be purchased at the front desk.

## G. Diving Well Guidelines

1. Only one bounce is permitted on the board.
2. Do not hang from the diving board.
3. Only one person is permitted on the board at one time.
4. Do not step upon the board until the diving well is clear of the previous diver.

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5. Only dive from the front of the board, then swim to the nearest ladder.
6. Divers must first pass a swimming test before using the diving board. The test shall include the ability to swim across the 25-meter section.
7. If diving board is closed, the diving well may be opened up for free swim.

## H. 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. The pool staff can remove eyelets from swim trunks with swimmer's permission. For minors: a parent, adult guardian or camp director's permission is required.
3. Do not step upon the slide until the landing zone is clear of the previous swimmer and instructed by the lifeguard.

## I. Adult Swim

1. On crowded days, beginning at 2 p.m., and continuing through 6 p.m., adult swim periods will be held on the hour for 15 minutes.
2. During adult swim, only adults are allowed to be in the main pool and go down the slide but they may be accompanied by children age 5 and younger.

## J. Mini-Golf Guidelines

1. Go to cashier to get your putter and ball.
2. No driving the ball.
3. Return putter and ball to cashier when finished.

## K. Skate Park Guidelines

1. Do not ride skateboards, scooter, bicycles or rollerblades anywhere except on the skate park surface.
2. Bicycles need to be kept at the bicycle rack when not being used at the skate park.
3. If you are not using a skateboard, scooter, bicycle or rollerblades stay off the skate park surface.
4. No food in the skate park area. Drink containers only.

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## L. Pool Policies Concerning Inclement Weather

1. If it is raining prior to opening, or if bad weather is eminent, the Recreation Department will determine if the pool may be opened. Call the Recreation Hotline at 264-3367, or the Recreation Office at 261-3275 x7400 for updates. If the weather sufficiently improves, at the discretion of the Recreation Department, the pool may open late or be re-opened.
2. Even if not raining, there shall be no swimming during any storm that includes the potential for lightning or thunder.
3. If attendance at the pool facility is below a total of ten (10) patrons for a prolonged period of time, at the discretion of the Recreation Department, Pool Management may close the pool.

## 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 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

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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

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.

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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.
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. Glass items are not permitted in the facility.
22. Animals or pets of any kind are prohibited in the facility; except as may otherwise be specifically approved by the Recreation Department.
23. 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.

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24. Abusive or foul language is prohibited.
25. No person shall interfere with an emergency rescue, accident, or emergency drill procedure.
26. Safety equipment, fire extinguishers or furniture must not be altered, moved or used by unauthorized persons.
27. 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.
28. 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.
29. 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.
30. 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.
31. 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.
32. 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.

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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.

## 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 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 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. Refunds will be granted only if cancellations are made one week or more prior to scheduled time of use.
4. Recreation Department activities take precedence at all times.
5. 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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6. 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.
7. 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.
8. 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.
9. 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.
10. 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.
11. 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.
12. 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.
13. The Recreation Department retains the privilege of receiving bids, granting contracts, or making arrangements for the concession rights at the field at all times.
14. All events must begin no later than 8:30 p.m. and end by 11:00 p.m.
15. 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.
16. Only authorized personnel are permitted to use the press box.

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17. 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 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 Recreation and Park Areas apply.

## VIII. Chambers/Orchard Park

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

## IX. West Washington Park

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

## X. Reservoir Hill Park

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

## XI. 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 Recreation and Park Areas:

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

XII. John A. Redding, Jr. Memorial park

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

XIII. Laurich Meadows

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

XIV. Mill Creek Acres Park

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

XV. Nicholson Square Park

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

XVI. Pine Woods

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

XVII. Phoenix Tract

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

XVIII. Woodvale Tract

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

XIX. 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 Recreation and Park Areas:

A. The Park is closed daily from 11:30 p.m. to 6:00 a.m.

B. A sign designating the following will be posted:

- Closed Daily 11:30pm to 6:00am

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- No Littering
- No Skateboards
- No Bicycles
- No wading in the Falling Spring Creek

## XX. Cumberland Valley Rail Trail

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

- A. Animals/Pets 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 are prohibited.

## XXI. Pump Track

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

- A. The Pump Track 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. **SMOKING** and using tobacco products is prohibited at the track

## XXII. 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 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.

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- D. The park is the area between the Old Franklin County Courthouse steps and the public street; beside and in front of the courthouse.

## XXIII. Athletic League Policies

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

B. 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 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.

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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. The Recreation Department recommends all sports teams in adult leagues to have sponsors. A sponsor is considered to be any business, firm, company, agency, person, or organization which assumes the responsibility for the actions, play, and conduct of its sports team. Sponsors 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.
11. Any player thrown out of a Recreation Department League shall be out of all Recreation Department activities for the period of one year.

## XXIV. Concession Stands/Mobile Vendors

- A. All licensed vendors must abide by the Standardized Rules and Regulations for Use of 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.

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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

## XXV. 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 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.
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

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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.
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.