

South

Franklin

Township

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Board of Supervisors

Donald T. Painter, Chairman

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**South Franklin Twp. Park Usage Guidelines
June 7, 2011**

A. South Franklin Twp. Park Rules:

- Park Hours of use are Dawn to Dusk, unless otherwise part of a formal rental agreement or approved park event.
- Park patrons are to dispose of all garbage/refuse in provided containers.
- Vehicle traffic is to use established roads and parking areas and not to exceed the posted speed limit of **10mph**.
- Motorized dirt bikes, or all-terrain vehicles are NOT permitted in the park unless specifically approved by the park board.
- Profane, vulgar, or inappropriate language is prohibited.
- Park patrons using park facilities must vacate facilities that have been previously reserved for use by twp. rental agreement, or by a recognized group which has reserved that particular facility in advance. (IE – Ball-Field, Pavilion, etc.)
- Music/Noise must be kept to a minimum so as not to disturb other park patrons in other areas of the park.
- Batting cage is available on a first come, first serve basis. If the cage is occupied and another group is waiting to use, the group using the cage must limit its use to one hour. The park board reserves the right to schedule the batting cage if necessary.
- Unless specifically associated with a rental of the park facilities or a sanctioned Park Board Event, the Basketball courts and Volleyball court are on a first come, first serve basis. Please be courteous to others waiting and limit usage to one hour. **Signs denoting this courtesy rule will be posted accordingly.**

- Pet owners using the park are responsible for their pets while in the park by maintaining animals on a leash and picking up and disposing of their spoils.

B. Park Facilities-Rentals:

- Park facilities reservations and fees will be assigned through a 3 level system and as follows;

LEVEL 1:	LEVEL 2:	LEVEL 3:
Township Resident or Park-recognized Group	Non-profit, Community-based, or Charitable Group	Non-resident Individual or Private Business
PAVILION \$125	PAVILION \$150	PAVILION \$200
BALL FIELD \$20	BALL FIELD \$40	BALL FIELD \$60
VOLLEYBALL COURT \$10	VOLLEYBALL COURT \$20	VOLLEYBALL COURT \$30

C. Sanctioned Recreational Sports and Athletics:

- Park Sanctioned Groups must meet the following criteria:
 - Be “Not for Profit”
 - Include Twp. Residents at a level of at least 51% participation.
 - New groups seeking to establish themselves and utilize the park as an approved group may request a “Start-Up Waiver” which allows start up groups to have local participation of at least 30% for their 1st year of operation.
 - Hold, Advertised, Open-Sign Ups
 - Have Proof of Liability Insurance which:
 - Names “South Franklin Township Park” as an additional insured.
 - Policy Coverage- \$1,000,000.00 General Liability Insurance
 - Maintain Established Rules/By-Laws-**Submitted to and Retained by Park Board**
 - Elected Officers-Annually-**Submitted to and Retained by Park Board**
- Sanctioned groups will be assessed an annual “Field Usage” fee for field maintenance (field mix, sand etc.) **The assessment will be applied on a pro-rata basis among the participating sanctioned groups based on the applicable field conditions/needs at the beginning of each season. The Park Board will share in the burden of these costs in the same pro-rata fashion and retains final judgment of field maintenance needs. The assessment will need to be paid in full by 15th of April of the given year.**
 - Non-Resident members of **Sanctioned** Groups will be charged an annual usage fee of \$10.00 **per person** for groups utilizing “season” or multiple use activities in the park.
 - Multiple siblings residing with-in the same family unit will only be charged one field usage fee.

- This usage fee will be collected by the respective sanctioned group and submitted to the park board prior to the beginning of the established “season or activities.

D. Ball Field Usage Guidelines:

- Sanctioned groups utilizing the park ball-fields will participate in scheduling of the fields at an organized field scheduling meeting as arranged by the Park Board. Officers and coaches of each respective group must attend and provide a copy of all team rosters and current Certificate of Insurance evidencing coverage outlined in Section C.
- All groups attending the field scheduling meeting will develop field schedules with the assistance of a Field Coordinator. Field Coordinators will be approved by the Park Board. Field coordinators will collaborate and submit their field schedules to the Park Board at the scheduling meeting. A master field schedule will be created and made public by the Park Board by April 1. Upon completion of game scheduling (before May 1) an updated schedule will be submitted to Park Board. The master schedule will be maintained and updated by the Park Board throughout the spring and summer seasons. Field coordinators will submit to Park Board updates to master schedule as needed throughout spring and summer seasons.
- In the event of changes or adjustments to the current schedule of record must be approved by the respective field coordinators. Revised schedules must be finalized (24) hours in advance of the usage. Cancellations are to be confirmed (24) hours in advance, unless it is necessary as the result of weather.
- Vehicles are **not permitted** in identified “Common Areas” of either the upper or lower field complex.
 - Vehicles dropping off concessions, or equipment performing field maintenance are asked to enter and exit slowing and safely.
 - Vehicles are only permitted to enter and exit prior to and after activities. Vehicle traffic is prohibited during formal activities.
- Sanctioned organization/teams using the ball-fields are asked to help monitor the facilities, by picking up after each use and to notify the Township Office or a Park Board Member of any unsafe conditions that may develop.
- Fields must be vacated in the case of inclement or unsafe weather conditions.
- Fields are not to be used when they are excessively wet or in “Unplayable” condition due to rain/water.
 - “Unplayable” being defined as standing water or leaving imprints in infield surface.

E. Concession Stand Usage:

- Food sales/distribution is to only occur out of the established concession stands, large pavilion and/or township community building.

- Unless by mutual agreement and with a written plan submitted to the Park Board for approval, multiple groups are restricted from operating concessions from the same facility, at the same time.
- Concession stands are the property of the park and groups utilizing them may not leave food or equipment in them after any event without the permission of the park board.
 - Sanctioned groups wishing to leave items in any park building or in the park itself may request permission from the park board. The park board reserves the right to establish storage and space restrictions for any of the park facilities.
- After each use, concession facilities are to be cleaned, swept and locked before being vacated.