



## **Ballfield and Multipurpose Field Usage Policy**

### **A. Purpose**

The purpose of the Ballfield and Multipurpose Field Usage Policy is to ensure a fair, open and equitable manner in which the Township's fields may be used by various organizations ("Users"). This policy sets forth available fields and their permitted uses, scheduling procedures and requirements, responsibilities of Users and responsibilities of the Township.

### **B. Township Fields and Permitted Uses**

#### **1. Fields & Permitted Uses**

- a. Community Park (750 Floral Hill Drive) Ballfield and Multipurpose Field
  - Boys aged 10 years and younger are permitted use of the fields for practice and games; and
  - Girls aged 18 years and younger are permitted use of the fields for practice and games.
- b. Billy Bell Park (10 Manse Street)
  - Boys aged 10 years and younger are permitted use of the fields for practice only.
  - Girls aged 12 years and younger are permitted use of the fields for practice only.
- c. Driscoll Park (565 Locust Avenue)
  - Ages 4 to 6 are permitted use of the field for practice only.

2. Fields may be used from Monday through Thursday without a pavilion rental. Fields used on Friday, Saturday and Sunday require a pavilion rental.

### **C. Scheduling Procedures and Requirements**

1. All Users requesting ballfield usage shall submit a Ballfield Usage Request Application ("Application"), league roster (which includes the names and addresses of participants) and proposed schedule with dates and times.
2. All Users and visiting teams shall secure and maintain, at no expense to South Strabane Township, a comprehensive general liability insurance policy. The policy shall:
  - a. Provide South Strabane Township, its officials, agents and employees as identified, as an additional named insured;
  - b. Provide liability limits with per occurrence and aggregate limits of not less than \$1,000,000;
  - c. The organization/league coordinator and/or president shall, at the time of Application submittal, file with South Strabane Township, a certificate of

- insurance showing insurance coverage in force prior to start of field usage or activities for the User, as well as other insurance coverage; and
- d. Shall be endorsed to require 30 days written notice of cancellation to South Strabane Township.
  3. All coaches for Users and visiting teams must receive Child Abuse Clearance from the Pennsylvania Department of Human Services and pass a Criminal Background Check from the Pennsylvania State Police.
  4. South Strabane Township will authorize game and practice dates and times. Users must meet requirements as outlined within this document. Allocation for games and practices is based on the total number of requests received and availability. A schedule, including assigned dates and times will be available on the CivicRec website. Requesting Users are required to remove unwanted assigned dates/times and return a list of deletions within one (1) week of reservation. No response to the schedule will be considered acceptance by the User. Swapping and/or trading between Users is not allowed.
  5. Assignments will be charged, used or not. Refunds will be issued only for assignments missed due to field closures caused by excessively wet conditions. Any refunds will be issued following the conclusion of the relevant season.
  6. Scheduling priority will be given to those Users which have the greatest number of South Strabane Township residents.

**D. Responsibilities of Users**

1. Observe all park rules and regulations as outlined in the South Strabane Township Parks Rules and Regulations
2. Pre-game preparation of field, including lining of the field(s) and positioning of bases; Township is not responsible for damage to User property. Use of fertilizers, drying agents, etc. on fields is not permitted.
3. Banners and/or signs are permitted on fences, however all must be removed upon the conclusion of practice or game.
4. Clean up all trash in and around field after use (including under bleachers) and place in appropriate trash receptacles. Deposit will be withheld at the end of season for lack of cooperation.
5. Maintain and set appropriate expectations of behavior from participants and spectators. Disorderly conduct will not be tolerated.
6. Park only in designated parking areas and prohibit driving on grass or any area outside of designated parking area. Buses are to park in overlook lot.
7. Users are responsible for any damage done to field(s) and/or pavilion.
8. The South Strabane Township Public Works Director is authorized to declare the fields unplayable due to excessively wet conditions and close the fields. Fields are not to be used when closed. Notification of field closure will occur via the Township website and by posting at the affected field(s). It is the responsibility of the organization/league coordinator to notify all Users and visiting teams in the event of a field closure. South Strabane Township reserves the right to limit the amount of scheduled and non-scheduled play on fields during any given season to prevent excessive damage to fields.

E. Responsibilities of the Township:

1. Public Works will mow fields and rake infields.
2. Field usage scheduling and coordination.
3. Emptying of trash and recycling receptacles.

Updated by: Resolution # 8-23, February 28, 2023  
Resolution # 22-22, August 23, 2022