



TOWN OF MOUNT GILEAD PARKS AND RECREATION COMMITTEE AGENDA

110 West Allenton Street, Mount Gilead, North Carolina, 27306
May 16, 2024

The Mount Gilead Parks and Recreation Committee will meet Thursday, May 16, 2024 at 5:30 p.m. at Mount Gilead Library, 119 West Allenton Street, Mount Gilead, North Carolina.

CALL TO ORDER

(Jennifer Haywood)

- ITEM I. ADOPTION OF AGENDA (Action)
- ITEM II. APPROVAL OF THE MINUTES (Action)
A. April 18, 2024 Meeting Minutes (Pages 2-3)
- ITEM III. OLD BUSINESS (Action)
A. Proposed Ball Field Rental Policy (Pages 4-7)
- ITEM IV. NEW BUSINESS
- ITEM V. COMMITTEE MEMBER REPORTS (Discussion)
- ITEM VI. ADJOURNMENT



TOWN OF MOUNT GILEAD PARKS AND RECREATION COMMITTEE MEETING MINUTES

110 West Allenton Street, Mount Gilead, North Carolina, 27306
April 18, 2024

The Mount Gilead Parks and Recreation Committee met Thursday, April 18, 2024 at 5:30 p.m. at Mount Gilead Library, 119 West Allenton Street, Mount Gilead, North Carolina. Present were members Jennifer Haywood, Taryn Gross, Jennifer Byrd, Rick Moore, Tara Clark, Commissioner Vera Richardson, Town Manager Dylan Haman, and Mollie Lee.

CALL TO ORDER

Jennifer Haywood called the meeting together at 5:35pm.

ITEM I. ADOPTION OF AGENDA

Taryn Gross made a motion to adopt the agenda with a second from Tara Clark. Motion carried unanimously.

ITEM II. APPROVAL OF THE MINUTES

A. March 21, 2024 Meeting Minutes

Taryn Gross made a motion to approve the March 21, 2024 Meeting Minutes with a second from Tara Clark. Motion carried unanimously.

ITEM III. OLD BUSINESS

A. Proposed Ball Field Rental Policy

Town Manager Dylan Haman proposed to the committee a Ball Field Rental Policy. In the policy it states that there will be a fee that will need to be paid to Town Hall to register your team to use the field. Also there will be a separate fee for tournaments. There will be an insurance requirement for the ones using the ball field. If you do not supply the proper documentation the town can revoke your permit. With a lot of discussion Town Manager Dylan Haman will be making some changes to the policy and bring before the Parks and Recreation Committee again.

B. Non-Town Event Policy Update

Town Manager Dylan Haman wanted to let the Parks and Recreation Committee know about the decision the Town Board made. The town will no longer provide porta-johns for non-town events. The Town Manager also explained to the board that the Town owns a building and would like to potentially fix it and use it as a restroom for events only.

ITEM IV. NEW BUSINESS

A. A Day in the Park/ Park Program Benefit Tournament

Rick Moore told the committee about his current standings with the Tournament. He also told the committee that he currently has 7 teams and is looking for 8. He asked the Town Manager about concessions for the day of the tournament. Town Manager Dylan Haman told him we will look and see what we can do. Mollie Lee updated the committee about the A Day in the Park event. She goes to explain that there will be vendors as well as the Mount Gilead Police Department. The Police Department will be doing their Cookout with a Cop.

B. Park Program Lifeguards needed

Jennifer Haywood discussed that she will be doing the training for the lifeguards this year on May 8th. We have 6 lifeguard applications turned in so far. Jennifer Haywood would like to have a few more to help in case someone cannot make it to work. Jennifer Haywood stated she has some more applications coming.

ITEM III. ADJOURNMENT

With no further discussion Taryn Gross made a motion to adjourn the meeting with a second from Rick Moore. Motion carried unanimously. Meeting adjourned at 6:30 pm.



TOWN OF MOUNT GILEAD
PARKS AND RECREATION
110 WEST ALLENTON STREET
MOUNT GILEAD, NC 27306
PHONE 910-439-6687

BALL FIELD RENTAL POLICIES AND FEES

Thank you for your interest in renting one of the Town's ball fields. The goal of our staff is to make your rental activity as successful and enjoyable as possible. To assist you in the regard, please familiarize yourself with the following policies.

You are welcome to utilize the ball field from 6am to 10pm, with a reservation and permit. A permit is required for any use.

APPLICATION PROCESS

Applications will be approved according to the following priority:

1. Town Activities: Activities originated by the Town of Mount Gilead.
2. Town Partnership activities: Activities that have been approved by the Town Board.
3. General Public Activities: Activities by non-profit groups, clubs, organizations, and individuals.

An application can be denied if: 1) The ball field is not available; 2) The applicant has an unsatisfactory use record; 3) The rental does not meet applicable laws/rules; 4) The rental could be detrimental to the best interest of the Town, as determined by the Public Works Director or other Town Official.

Each applicant shall be at least 21 years of age and act or designate one person to act as the coordinator of all rental matters.

Each application must contain complete information, since Town Staff will not be responsible to supply any equipment, utilities, or additional services not listed on the approved application.

FEE SCHEDULE

Season Rate is \$20.00 per non-resident player for a twelve week season. Mount Gilead resident's season rate is \$0.00 per twelve week season. Proof of residency, including a list of addresses of each player, may be required to verify eligibility for a season rate waiver. The Teams are expected to prep the field prior to practice and games. Town Staff will drag and mow the field once biweekly on a regular schedule. Additional prep work from Town Staff is available for \$75.00 per hour. A practice and game schedule must be submitted along with a team roster.

Tournament Rate \$150.00 per day. Teams are expected to prep the fields prior to each game. A tournament consists of at least three games per day. The Town Manager is authorized discretion to waive or lower this fee, and shall make consideration on a per-resident or charitable contribution basis to do so.

Camp Rate \$100.00 per day. Coaches and camp participants should prep the fields prior to use. This rate includes field prep by the Town once per week. The Town Manager is authorized discretion to waive or lower this fee, and shall make consideration on a per-resident basis to do so.

ALL fees are due upon and as condition of approval. Fields will not be reserved without approval.

Key Deposit: A \$25.00 per key cash deposit is required for rentals that require keys to operate. The keys must be returned within 24 hours of the last rental date to receive a refund.

GENERAL POLICIES

All renters are required to abide by the following general policies. Failure to abide by these conditions may result in the revocation of current permits and denial of future permits.

Rental Hours: Ball fields may be rented each day from 6am to 9pm. Permitted hours must include time needed to enter and prepare field for use, remove or secure equipment, and vacate the field. Other users may be scheduled immediately prior to and following a reservation. Lights will be turned off by the renter immediately at the end of the permitted time. If Town Staff have to turn off lights, additional fees may be assessed.

Applicant shall abide by all applicable laws, including the prohibition of smoking and alcohol. Failure to abide by all laws may result in a ball field rental ban.

The Town is not responsible for personal injuries or for damaged or stolen property.

The Town does not provide Portable mounds or other sports equipment. Additional field maintenance beyond routine maintenance is available for an additional fee.

Insurance Requirements: All organizations, clubs, tournaments, and commercial groups renting a ball field must provide \$1,000,000 of liability insurance coverage for the permitted dates. A certificate of liability insurance and an endorsement letter naming the Town of Mount Gilead as additionally insured must be submitted at least two weeks in advance of the first permitted date. Renters that cannot provide the correct insurance documents will have their permit revoked.

Notice of Non Use of Fields: Any organization that has been allocated field space and does not intend to use it according to the permit issued shall notify the public works department so that the field may be re-allocated. Users may not sublease fields, nor allow shared use during their permitted times. Field use is for baseball unless previously approved by Town Staff.

The Town does not provide storage at parks for rental activities.

Clean up Renters must clean up around the field, parking areas, buildings and bleachers prior to vacating the property. Bathrooms must be picked up and cleaned. All trash containers must be emptied and new bags placed in the cans. If it is necessary for the town to provide cleaning services following the reserved activity, the renter will be charged an hourly fee of \$50.00 per hour, and will be ineligible for future rentals until the fee is paid.

Crowd Control: It is the responsibility of the applicant to keep registered participants and their spectators from engaging in un-sportsmanlike conduct, such as fighting or rude or abusive verbal confrontations. If field representatives or game officials of the league cannot control the situation, the applicant is responsible for contacting the Mount Gilead Police Department for assistance.

Sponsorships: All sponsorships must be approved by the Town of Mount Gilead in writing, prior to any signage or banners being installed on Town Property.

The Town Reserves the right to cancel an approved rental for any reason or for no reason.

The Town Reserves the right to terminate a rental activity for any reason or for no reason.

Please contact Town Hall at 910-439-5111 with any questions.



TOWN OF MOUNT GILEAD
PARKS AND RECREATION
 110 WEST ALLENTON STREET
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 PHONE 910-439-6687

FIELD RENTAL APPLICATION

Please read ball field information prior to completing this application. Please Print Clearly or Type.

Applicant/Organization: _____
 Main Contact: _____ Address: _____
 Email: _____ Phone: _____
 Rental Dates: _____
 Rental Time: _____ am/pm to _____ am/pm (Parks closes at 9pm)
 Requested Facility: T-Ball Field Baseball Field

Type of Activity (Circle one): Practice Game Tournament Camp

RELEASE FROM LIABILITY, INDEMNIFICATION, AND INSURANCE AGREEMENT:

In consideration for and as a condition of the use of the above stated facility, applicant hereby agrees to hold the Town of Mount Gilead, its officers, employees, and agents, against any and all claims, demands, causes of action, damages (including damages to Town Property), costs and liabilities, directly or proximately resulting from or caused by the use and occupation of the facility hereinabove described, whether such use is authorized or not or from any act of omission of applicant or any of its officers agents, employees, guests, patrons, or invitees. The Applicant shall at its sole risk and expense, defend any and all suits, actions, or legal proceedings which may be brought against the Town, its officers and employees in which in any way arise from or relate to the Applicant's use of any town facility. Applicant shall also pay for any and all damages to any property of the Town including any damages for loss or theft of such property, done or caused by the applicant, its officers, agents, employees, guests, patrons and invitees. The Undersigned hereby assumes full responsibility for, and the risk of, physical, mental, emotional or any other type of injury due to the negligence of the Town of Mount Gilead, its officers, agents, and employees. The undersigned recognizes for him or her, and any minors, which the events and occurrences to which this release applies can be dangerous and as a result of signing below, the undersigned is accepting those risks for him or herself and for any minor participants for whom the undersigned can contract.

I have read, understand and agree to abide by the recreation rental policies and fees for the type of facility I am applying to rent and I will be present at the facility during its use. I further realize the ramifications of failure to abide by the policies and or permit requirements. I recognize and accept that I am solely responsible for event cancellation due to failure to abide by policies or permit requirements. I understand that Submittal of this application does not guarantee approval of my application.

I agree to purchase one million dollars of liability insurance coverage for the permitted dates. I agree to submit a certificate of liability insurance and an endorsement letter naming the Town of Mount Gilead as additionally insured at least two weeks before the first permitted date. I understand that failure to procure insurance will result in the cancellation of my permit.

X

Applicant/Representative Signature

DATE: