

BOROUGH OF MIDDLETOWN

Park Pavilion Reservation Form

FACILITY REQUESTED: ☐ Hoffer Park - Main Pavilion ☐ Hoffer Park - Shelter 1
☐ Hoffer Park - Shelter 2

DATE REQUESTED: _____ **TIME REQUESTED:** _____

ORGANIZATION/GROUP NAME: _____

ADDRESS: _____

PHONE: _____ **E-MAIL:** _____

PURPOSE/USE: _____

PERSON RESPONSIBLE FOR KEY (Hoffer Main Pavilion only): _____

I have read the attached Rules and Regulations of the Borough of Middletown for recreational facilities and fully understand and agree that my organization will comply with these Rules and Regulations. Additionally, I fully understand that Park Regulations prohibit the use of alcoholic beverages. As the authorized representative of my organization in making this reservation, I certify that no one coming into the park under this reservation will either bring an alcoholic beverage into the park or consume an alcoholic beverage while in the park. I understand a key deposit may be required when using the Main Pavilion. Failure to return keys within 24 hours of use of the pavilion will result in that deposit being forfeited.

GROUP REPRESENTATIVE: _____

ADDRESS: _____

PHONE: _____ **E-MAIL:** _____

SIGNATURE: _____

OFFICIAL USE ONLY BELOW LINE

RESERVATION: ☐ CONFIRMED ☐ DENIED **DATE:** _____

KEY DEPOSIT AMOUNT: _____ **DATE PAID:** _____

DATE KEY RETURNED: _____

NOTES: _____

BOROUGH OF MIDDLETOWN

FEE SCHEDULE FOR HOFFER PARK

Shelter #1 (Near Entrance to Park)

- *Borough Residents - \$ 50.00 (Non-refundable)
- Non-Residents - \$100.00 (Non-refundable)

Shelter #2 (Near Kids Kastle)

- *Borough Residents - \$ 25.00 (Non-refundable)
- Non-Residents - \$ 50.00 (Non-refundable)

Main Pavilion (Center of Park - includes stove, sink, refrigerator; does not include small shelter beside pavilion)

- *Borough Residents - \$ 75.00 (Non-refundable)
- Non-Residents - \$150.00 (Non-refundable)

Susquehanna Street Pavilion

- *Borough Residents - \$ 50.00 (Non-refundable)
- Non-Residents - \$100.00 (Non-refundable)

EXEMPTIONS

1. Boy Scouts
2. Girl Scouts
3. Hoffer Family
4. Middletown Baseball Association (MABA)
5. Middletown Borough employees (including retirees)
6. Middletown Boys Club
7. Middletown Churches
8. Middletown Fire Companies
9. Middletown Historical Society
10. Middletown Schools
11. Middletown Service Clubs

*Must reside within the limits of the Borough of Middletown

PARK RULES AND REGULATIONS
(excerpted from Chapter 195 of the Borough's Code of
Ordinances. For complete rules and regulations, visit
<http://www.ecode360.com/5138460>)

§195-2. Preservation of property, natural resources and wildlife.

No person, except those authorized by the Borough and conducting Borough business, shall, in recreation, park or conservation areas:

A. Injure, deface, disturb, befoul or in any manner destroy or cause to be destroyed any part of any recreation, park or conservancy site owned by the Borough, nor any building, sign, structure, equipment, utility or other property found within.

B. Remove, injure or destroy any tree, flower, shrub, plant or growing thing or any rock or other mineral.

C. Kill, trap, hunt, pursue or in any manner deliberately disturb or cause to be disturbed any wild bird or animal within the recreation, park or conservancy sites owned by the Borough, except as permitted in §195-48.

D. Throw, discharge or otherwise place or cause to be placed in the waters of any fountain, pond, lake or other body of water in or adjacent to any park or any tributary, stream, storm sewer or drain flowing into such waters any substance, matter or thing, liquid or solid, which may result in the pollution of said waters; nor to dump, deposit, or leave any bottles, broken glass, paper, boxes, cans, dirt, rubbish, waste, garbage, refuse or trash anywhere within the park or conservancy sites owned by the Borough; but rather to make use of proper receptacles where these are provided, and where receptacles are not so provided, all such materials shall be carried away from the park by the person responsible for its presence and properly disposed of elsewhere.

§195-3 Operating policy.

A. Hours of operation. Recreation, park and conservation areas shall be open daily to the public between the hours of 7:00 a.m. and 10:00 p.m., except that on the ball diamond in Oak Hill Park during baseball season, a baseball game not completed by 10:00 p.m. may be continued until completion or until 10:30 p.m., whichever is earlier, and except that this shall not preclude free access to and egress from the Swatara Creek at the Pennsylvania Fish Commission boat launching ramp near the end of South Union Street in connection with night fishing; and it shall be unlawful for any person or persons, other than Borough personnel conducting Borough business therein, to occupy or be present in said park during any hours in which the park is not open to the public, except by special permit from the office of the Borough Manager. Any section or part of the recreation, park or conservation areas may be declared closed to the public at any time and for any interval of time, either temporarily or at regular or stated intervals. During such periods of time, it shall be unlawful to enter upon or to occupy such areas

or portions thereof contrary to posted regulations. (Amended 8-8-83 by Ord. No. 861, approved 8-8-83)

B. Group activity. Whenever any Middletown group, association or organization desires to use recreation or park facilities for a particular purpose such as picnics, parties or theatrical or entertainment performances, a representative of said group, association or organization shall first obtain a permit for such use in specially designated areas from the office of the Borough Manager. The Borough Council may adopt a building or park or conservation area utilization form to be used by the Recreation Director or the Borough Manager, which may require an indemnity bond or other security to protect the Borough from any liability of any kind or character and to protect Borough property from damage. The Borough Manager shall grant the permit if it appears that the group, association, or organization will not interfere with the general use of the park by the individual members of the public and if the group, association or organization meets all other conditions contained in the application.

C. Use of facilities. Facilities and areas in Borough recreation, park or conservancy sites shall be used only for the purposes designated or implicit in their character. Special activities, including flying model airplanes, tournaments, picnics and the operation of motor scooters, motorcycles, minibikes, go-carts, snowmobiles and similar vehicles shall be permitted only at locations or trails specifically designated for such use and at times established. No golf shall be played in any of the Borough recreation, park or conservancy sites, irrespective of the type of balls used.

D. Motor vehicles. Licensed motor vehicles shall be permitted only on designated roadways. The speed limit for such vehicles on such roadways shall be ten (10) miles per hour. Motor scooters, motorcycles, minibikes, go-carts and snowmobiles shall not be permitted on roadways designated for licensed vehicular traffic unless licensed for travel on the public roads of the Commonwealth of Pennsylvania. All vehicles shall be parked in areas or places so provided and designated. Parking in places contrary to posted regulations and times is prohibited, and such vehicles may be removed by the Borough at the owner's expense. All parking is prohibited after regular closing time. It shall be unlawful to clean, wash, repair or do any work whatsoever on private vehicles within recreation, park and conservation areas, except for emergency repairs.

E. Fees. The Recreation Director and the Borough Manager shall have the authority to issue a schedule for permits, set the amount of deposits and describe conditions under which deposits are collected or forfeited. Such revenue shall be used for recreation, park and conservation purposes within the general fund.

§195-4. Prohibited activities.

A. Fires and fireworks. Fires may not be built or allowed anywhere in recreation, park or conservation areas except in stoves, fireplaces or designated areas provided for that purpose. Permits must be secured for any fireworks at any time and for fires to be maintained after closing time.

B. Animals. It shall be unlawful for owners of animals to permit the same within recreation, park or conservation areas. Permits may be obtained for the training and/or exhibition of animals in designated areas. It shall be unlawful to bring any dangerous animal into any recreation, park or conservation area.

C. Gambling. Gambling is prohibited in recreation, park or conservation lands.

D. Merchandising, advertising and signs. No person shall, in recreation, park or conservation areas:

(1) Offer for sale any article or thing, nor station or place any stand, cart or vehicle for the transportation, sale or display of any such article or thing, except under the authority of the Recreation Director by application and permit.

(2) Announce, advertise or call the public attention in any way to any article or service for sale or hire.

(3) Post, paste, fasten, paint, write, draw, carve, tack or affix any placard, bill, notice, sign, advertisement or any inscription whatever upon any structure, tree, stone, fence, thing or enclosure within any recreation, park or conservation area or on any public lands or highways or roads adjacent to any recreation, park or conservation area, except that the Recreation Committee may have informational signs placed within such areas.

E. Aircraft. It shall be unlawful to land a private or commercial airplane, helicopter on recreation, park or conservation lands.

F. Personal conduct. It shall be unlawful for any person in any recreation, park or conservation area to:

(1) Disturb the peace or use profane or obscene language.

(2) Endanger the safety of any person by any conduct or act.

(3) Commit any assault or battery or engage in fighting.

(4) Carry, possess or drink any alcoholic beverage, including beer.

(5) Violate any rule for the use of the park made or approved by the Borough.

(6) Prevent the use by any person or interfere with the use by any person of any park, recreation or conservation lands, buildings or facilities so long as use is in compliance with this park ordinance and the rules applicable to such use.

(7) Act in an unlawful, disorderly or disruptive manner or against the best interests of the areas or other people.

(8) Ride a bicycle on the infield of a ball diamond.

§195-5. Enforcement authority.

The Borough Manager or other agents designated by the Borough Council, including the

Recreation Director, shall administer the provisions of this chapter, including the establishment and collection of fees, the preparation of application forms, the issuance and revocation of permits, the promulgation of rules and regulations to implement the provisions of this chapter and all other decisions relative thereto. When acts or conduct of individuals or groups are determined to be in violation of this chapter or rules and regulations promulgated by the authority of this chapter or not to be in the best interest of the recreation, park and conservancy area or when such acts or conduct endangers other people or private or public property or when such acts are deemed to be disruptive to the surrounding neighborhood, the borough police, the Recreation Director or their agents assigned to such areas or programs shall have the authority to cause such acts to be terminated or to expel the perpetrators of such acts from the area or to call the borough police to arrest and detain such individual or individuals or to file a complaint for the violation of this chapter with a District Justice.

§195-6. Violations and penalties

Any person violating any of the provisions of this chapter shall, upon conviction thereof before the District Justice, be sentenced to pay a fine not to exceed one thousand dollars (\$1,000) and not less than twenty-five dollars (\$25), plus costs, and, upon refusal to pay the same, to be imprisoned in the Dauphin County Prison for a period not to exceed three (3) days. For each succeeding offense, the minimum fine shall be increased an additional twenty-five dollars (\$25), making such minimum fine fifty dollars (\$50) for the second offense, seventy-five dollars (\$75) for the third offense and so on, but in no event to exceed one thousand dollars (\$1,000), the statutory maximum. Where such violator has removed, destroyed, damaged, defaced or befouled the recreation, park or conservation area or the contents thereof, the cost of maintenance, repair or replacement shall be charged to such person or group in addition to any fines levied. Further use of recreation and park facilities may be denied to violators of this chapter in addition to the imposition of fines and/or costs.