



YMCA

We build strong kids,  
strong families, strong communities.

May 3, 2006

Mr. Jack Werner  
Warren County School District  
185 Hospital Drive  
North Warren, PA 16365

Dear Mr. Werner,

Please read through the facility agreement for 2006-2007 WAHS Swim Team season. As stated in the agreement, the YMCA has requested practice times to be in the same time slot as the 2005-2006 season with any home meets to be scheduled for Monday or Thursday evenings, not to exceed seven (7) per season. The \$71.40/hour fee will include the monthly rental plus the cost of lifeguards and can be split into nine payments as per the school district's approved budget.

Enclosed is the actual cost for the 2005-2006 season.

Please note, the YMCA will need a copy of the Warren School District's certificate of insurance accompanied by the signed agreement form for the 2006-2007 season no later than August 1, 2006.

Sincerely,

Cathy Peterson  
YMCA Aquatic Director

Warren County YMCA • 212 Lexington Avenue • Warren, Pennsylvania 16365  
phone: 814-726-0110 • fax: 814-726-7124  
**A United Fund Agency**

# Warren Area High School Swim Team 2005-2006

## Rate:

September 2005	\$1400 (billed – received 11/16/05)
October 2005	\$1400 (billed – received 12/7/05)
November 2005	\$1400 (billed – received 1/11/06)
December 2005	\$1400 (billed – received 2/15/06)
January 2006	\$1400 (billed – received 3/15/06)
February 2006	\$1400 (billed – received 3/15/06)
March 2006	\$1400 (billed – not received)
April 2006	\$1400 (billed – not received)
May 2006	<u>\$612.50</u> (will bill 1 <sup>st</sup> week of June)

Total: \$11812.50

Hours:	<u>Practice</u>	<u>Meets</u>
November 2005	21 hours	
December 2005	37.5 hours	7.25 hours
January 2006	36 hours	16 hours
February 2006	34.5 hours	
March 2006	16.5 hours	
Total hours:	<u>145.5 hours</u>	<u>23.25 hours</u>
Cost (\$70/hour)	\$10185	\$1627.50
Total cost:	\$11812.50	



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## **WARREN COUNTY YMCA Facility Agreement**

### **Introduction**

This agreement prescribes the rules and regulations under which the YMCA shall make its facility available for use by non-YMCA groups. Any questions concerning the interpretation of this policy will be referred to the Executive Director or a designated member of the staff.

### **Primary Use**

The facility of the YMCA is first and foremost for the use of YMCA members and regularly scheduled YMCA programs and activities. When these facilities are not in use by YMCA members and/or groups, they may be reserved for non-YMCA groups.

### **Non-YMCA Groups**

The YMCA will make its facility and/or property available only to non-YMCA groups that meet the following criteria:

- Groups whose purpose and objectives are generally compatible with those of the YMCA and who do not seek to exploit the YMCA name or constituency.
- Groups that are willing and able to take responsibility for their activities and who are willing to abide by the YMCA's rules and regulations.
- Provide and designate a representative who participates in an orientation of the facility, its processes and policies one week prior to the event.

### **Priorities for Use**

Priorities for the use of facilities, property and/or equipment by non-YMCA groups will be given to religious, social, educational, civic, cultural and community service groups.

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## **Supervision**

All groups will be required to designate an individual, 21 years of age or older, who will be responsible for the conduct of the group. This designated group leader must meet with YMCA staff prior to the anticipated use to review this agreement, rules and regulations, and be oriented regarding each facility and/or equipment to be used. The YMCA will require a minimum ratio of adult supervisors as follows:

- 1 adult to 20 youth (age 15-18 years of age)

This ratio may be achieved by the use of additional qualified coaches or volunteers of the group. The YMCA reserves the right to assign the appropriate number of YMCA certified lifeguards employed by the YMCA.

## **Standard of Conduct**

Any conduct contrary to the purpose of the YMCA is prohibited. The use of all forms of tobacco, alcohol, and/or illegal drugs is specifically prohibited anywhere on the property or in the facility. The YMCA reserves the right to dismiss any individual and/or group that does not maintain the rules of conduct.

## **Certificate of Insurance**

All groups will be required to provide a Certificate of Insurance (General Liability) naming the YMCA as an "additional insured". Vendors of groups using facilities and/or property shall provide a Certificate of Insurance. Coverage extended to the YMCA shall not be less than the association carries and shall be provided one month prior to the season.

## **Responsibility for Damage**

The individual responsible will be accountable for sharing rules of conduct and the group shall be responsible for all damages to the facility, property and/or equipment caused by the group. The group shall be notified within two (2) business days of the damages and payment required.

## **Loss of Personal Property**

The YMCA assumes no responsibility for the personal property of individuals or groups utilizing the facilities and/or property.

## **Use of the YMCA Name**

Use of the YMCA's facilities does not imply endorsement or sponsorship of any event by the YMCA. Therefore, promotion shall be designed in such a way that no suggestion of endorsement or sponsorship is implied.

## **Admission Fees**

The YMCA acknowledges that the Warren Area High School charges an admission fee to enter the pool deck for high school swim meets. It will be the responsibility of Warren Area High School to collect these fees.

## **Food**

Use of a caterer and/or concession sales may be subject to approval of the YMCA.

### Decorations

Decorations for any event may be used only upon prior approval of the YMCA. Removal of decorations shall be the responsibility of the Warren Area High School Swim Team.

### Rate Schedule

Room: Swimming Pool

Rate: \$71.40 per hour (2% increase) – inclusive of rental fee & lifeguard wages for practices/meets

**NOTE:** Fee to be divided into 9 payments September 2006 through May 2007 with May's bill pro-rated for actual cost. Meets based on maximum of 7 home meets (not to exceed four hours each) and practices may be held Monday through Friday early morning (6:30-8:00am) and Saturday mornings (7:15-8:30am) during the winter sports schedule.

### Administration

Administration of this agreement shall be the responsibility of the Executive Director or a designated member of the staff. Exceptions to the agreement shall be approved by an officer of the YMCA Board of Directors.

Group Name: Warren Area High School Swim Team

Contact Person: Mr. Jeff White, Athletic Coordinator, Warren Area High School

Board President: \_\_\_\_\_ (Signature)

Date: \_\_\_\_\_

Staffing Requirements: 1 lifeguard for practices and meets supplied by the Warren County YMCA

Meets:

- Set up/take down is the responsibility of Warren Area High School Swim Team
- Clean up of pool deck after meet is the responsibility of Warren Area High School Swim Team
- Home meets are to be scheduled for evenings beginning with set up at 5:35pm
- No more than seven (7) home meets per season
- Copy of meet schedule must be given to the Aquatic Director no later than October 1, 2006 to get meet schedule on the YMCA pool schedule

Certificate of Insurance received: \_\_\_\_\_ (staple to agreement)  
Date

Group Name: Warren YMCA

Contact Person: Cathy Peterson, Aquatic Director

Aquatic Director: \_\_\_\_\_ (Signature)

Date: \_\_\_\_\_