



FREDERICK COUNTY GOVERNMENT

DIVISION OF PARKS & RECREATION

Jessica Fitzwater
County Executive

Jeremy Kortright, Director

POLICIES AND PROCEDURES FREDERICK COUNTY DIVISION OF PARKS AND RECREATION

Inflatable Use Policy and Procedure

JK

Purpose:

To provide guidelines, procedures and policies for the use and placement of inflatables (moon bounces) in Frederick County Parks.

Procedure:

Privately Owned Inflatables: Inflatables that are privately owned are not permitted in Frederick County Parks.

Licensed and Insured Inflatable Vendors: Inflatables that are supplied by a licensed and insured vendor will be considered for approval

Approved Locations: The following parks have locations within the park where approved inflatables will be permitted. Maps to detail specific locations have been attached to this policy and procedure.

- Ballenger Creek Park
 - Ballenger Creek Community Building (outside).
 - Shelter 1
 - Shelter 2
- Libertytown Park
 - Shelter 1
- Middletown Park
 - Shelter 2
 - Shelter 4
 - Shelter 5
- Pinecliff Park
 - Shelter 1
 - Shelter 3
- Urbana District Park
 - Shelter 4
- Utica District Park
 - Shelter 2
 - Shelter 4

Size:

- The maximum approved size is 15'X15'

Frederick County: Rich History, Bright Future

Bourne Building • 355 Montevue Lane, Suite 100, Frederick, MD 21702 • 301-600-1646 • Fax 301-600-2595

www.FrederickCountyMD.gov

Updated 6/12/2024

Power Source:

- Inflatables must be powered by a generator provided by the supplying vendor. The generator must be coned off for safety reasons.
- It is the responsibility of the renter to communicate this to the inflatable vendor.

Staff:

- Staff will be familiar with approved inflatable locations and assist renters with information regarding the policies and requirements of an inflatable in a Frederick County Park.
- Customers will be informed that a Special Request Application must be submitted for review by staff to have an inflatable for their rental. **This Special Request Application must be submitted a minimum of 10 business before the Renter's event.**
- Staff will inform Renters that a Certificate of Insurance (COI) is required from the vendor providing and setting up the inflatable. Required information for the COI will be forwarded to the renter. The COI must be received by Parks and Recreation prior to the reservation date.
- Once Frederick County Parks and Recreation receives a Special Request Application for an inflatable to be placed in a preapproved location, a member of the Admin Staff will add the appropriate comments to the Special Request Application and route the document via DocuSign for approval to the below listed personnel.
 - Park Ranger Supervisor
 - Park Manager
 - Park Superintendent
 - Division Director
- Staff will add notes to the reservation in ActiveNet if an inflatable is approved or not.
- Once Frederick County Parks and Recreation finalizes the Special Request Application, a copy will be emailed or mailed to the Renter and saved on the Division R: Drive in the appropriate Special Request Folder.

Ballenger Creek Park

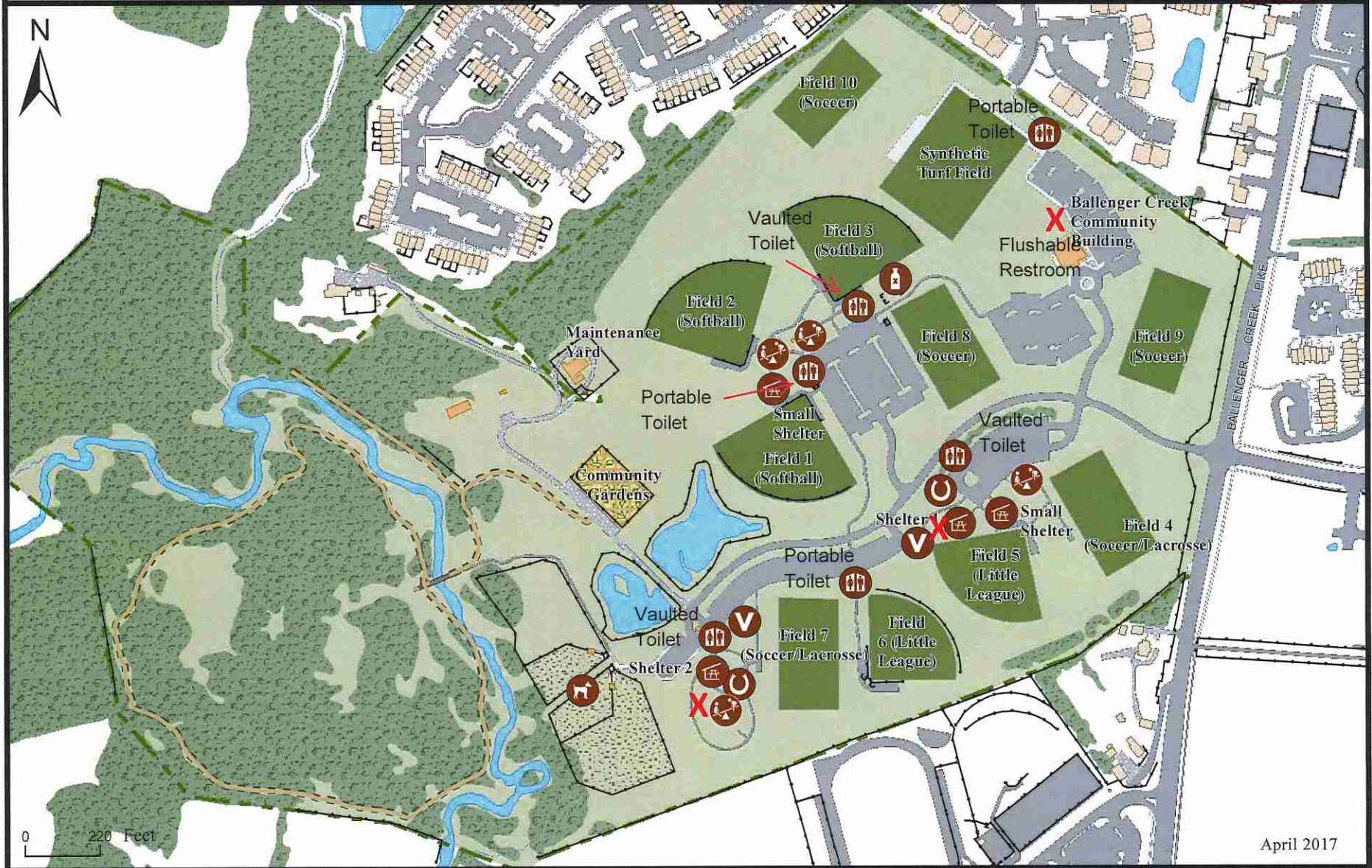


5420 Ballenger Creek Pike
Frederick, MD 21703

For information please call 301-600-1646.



- | | | |
|--------------------|----------------|-------------------------------|
| Horseshoes | Picnic Shelter | Volleyball |
| Off-leash Dog Area | Playground | X Inflatable Permitted |
| Drinking Area | Restroom | |



April 2017



Middletown Community Park

7628 Coblenz Rd
Middletown, MD 21769

For information please call 301-600-1646.



- Paved Trail
- Unpaved Trail
- Amphitheater
- Basketball

- Concession
- Horseshoes
- Picnic Shelter
- Playground
- Restroom
- Volleyball

X Inflatable Permitted





Libertytown Park

12201 Liberty Rd
Libertytown, MD 21762
For information please call 301-600-1646.



- | | | | | |
|-----------------------|--------------------------|---------------------|---------------------|-------------------------------|
| B Basketball | U Horseshoes | P Playground | T Tennis | P Picnic Table |
| A Batting Cage | PS Picnic Shelter | RR Restroom | V Volleyball | X Inflatable Permitted |
| F Concession | | | | |



April 2017



Pinecliff Park

8350 Pinecliff Park Rd

Frederick, MD 21704

For information please call 301-600-1646.



- | | | |
|-------------|----------------|-----------------|
| Boat Ramp | Picnic Shelter | Restroom |
| Fire Circle | Playground | Sledging/Tubing |
| Horseshoes | Volleyball | |

X Inflatable Permitted



August 2017



Urbana District Park

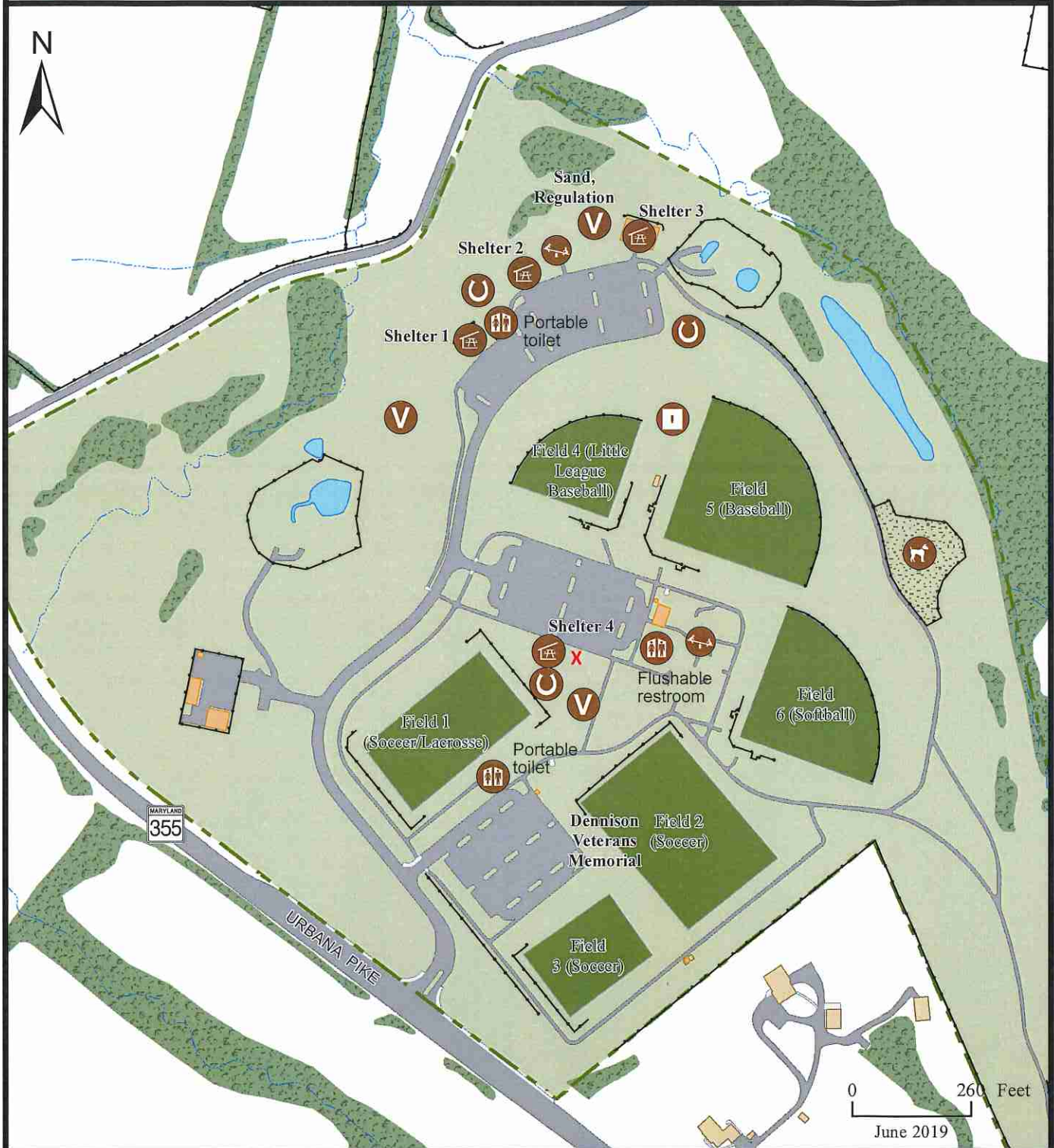
3805 Urbana Pike
Frederick, MD 21704

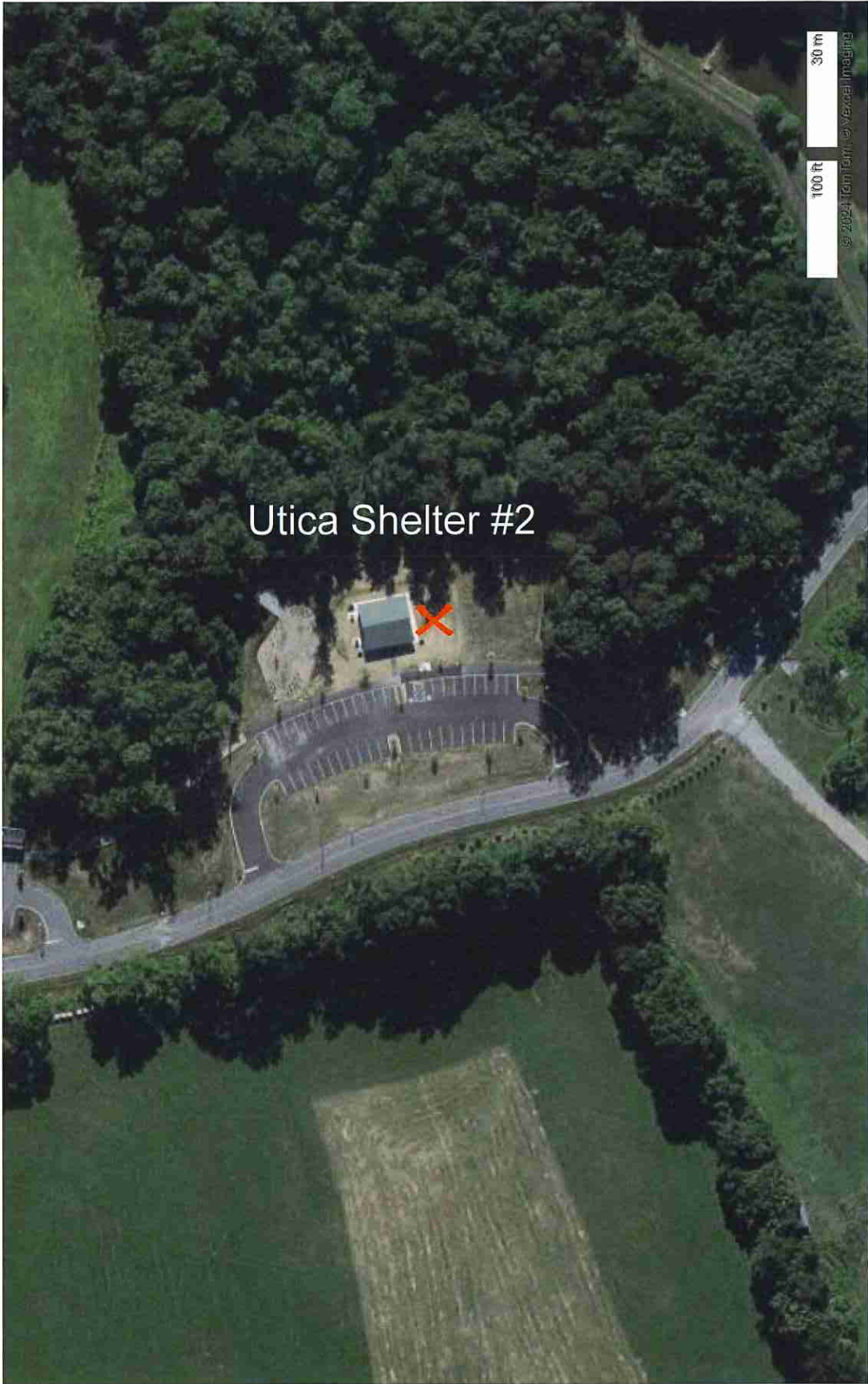
For information please call 301-600-1646.



- | | | |
|--------------------|----------------|------------|
| Batting Cage | Picnic Shelter | Restroom |
| Horseshoes | Playground | Volleyball |
| Off-leash Dog Area | | |

X Inflatable Permitted





Utica Shelter #2

30 m

100 ft

© 2024 TomTom, a Verizon Imaging



Utica Shelter #4

Utica
Shelter #3
Inflatables
not permitted