

POLICY NUMBER	<u>2001-1</u>
COVERAGE	<u>COUNCIL</u>
TYPE	<u>COUNCIL POLICY</u>
EFFECTIVE DATE	<u>JANUARY 22, 2001</u>
AMENDED	<u>MARCH 10, 2008</u>
AMENDED	<u>DECEMBER 17, 2012</u>

TOWN OF WOODSTOCK

TOLL ROAD FUND RAISING POLICY

PURPOSE

FROM TIME TO TIME TOWN COUNCIL RECEIVES REQUESTS FROM LOCALLY-BASED NON-PROFIT AND VOLUNTEER ORGANIZATIONS TO CONDUCT FUND RAISING ON DEAKIN DRIVE IN THE FORM OF A VOLUNTEER TOLL. THIS POLICY WILL SERVE AS A GUIDELINE FOR THE APPROVAL OF THESE REQUESTS.

ELIGIBILITY

ONLY LOCAL NON-PROFIT, VOLUNTEER AGENCIES MAY APPLY FOR PERMISSION TO CONDUCT TOLL ROAD FUND RAISING ACTIVITIES. TOWN COUNCIL HAS THE SOLE DETERMINATION AS TO ELIGIBILITY. CHURCHES AND NATIONALLY-BASED GROUPS AND ORGANIZATIONS ARE NOT ELIGIBLE.

CONDITIONS

THE FOLLOWING CONDITIONS ARE APPLICABLE TO AN APPROVAL FOR THE CONDUCT OF A VOLUNTEER TOLL ROAD:

1. APPLICATION TO BE SUBMITTED BY END OF APRIL OF YEAR PROPOSED.
2. TOLL IS ON A VOLUNTARY BASIS.
3. ORGANIZATION IS TO TAKE THE FOLLOWING STEPS:
 - ADVERTISE AT LEAST SEVEN DAYS IN ADVANCE OF TOLL ROAD ACTIVITY.
 - PROVIDE EVIDENCE OF LIABILITY INSURANCE (MINIMUM ONE MILLION DOLLARS).

- ERECT SIGNS AT ALL ENTRANCES TO STREET UPON WHICH TOLL IS BEING CONDUCTED.
 - TOLL CAN ONLY OPERATE FOUR (4) HOURS PER DAY, BETWEEN HOURS OF 10:00 AM AND 4:00 PM.
 - TOLL CANNOT BE CONDUCTED ON A SUNDAY.
 - ALL TOLL ROAD MEMBERS TO WEAR SAFETY VESTS, DISPLAY TRAFFIC CONTROL SAFETY CONES.
 - METHOD TO IDENTIFY VEHICLES THAT HAVE ALREADY PAID TOLL.
 - CLEAN UP OF AREA AFTER EVENT. IE. LITTER/DEBRIS PICKUP WHICH MAY HAVE OCCURRED DURING EVENT.
4. COUNCIL WILL APPROVE ONLY THREE ACTIVITIES PER YEAR BETWEEN THE MONTHS OF MAY AND SEPTEMBER, SELECTION WILL BE BY LOTTERY. TOLLS CANNOT TAKE PLACE DURING OLD HOME WEEK, HIGH SCHOOL GRADUATION OR SIMILAR SPECIAL EVENTS EXCEPT WITH THE APPROVAL OF TOWN COUNCIL.
 5. AN ORGANIZATION WILL BE PERMITTED TO CONDUCT ONE TOLL EVENT PER YEAR.
 6. AN ORGANIZATION WILL BE PERMITTED TO CONDUCT A TOLL IN EACH OF TWO CONSECUTIVE YEARS ONLY, THIS PROVISION MAY BE WAIVED IF NO OTHER ORGANIZATION HAS APPLIED FOR PERMISSION TO CONDUCT A TOLL.

APPLICATION

AN APPLICATION IS TO BE COMPLETED (SEE ATTACHED) AND RECEIVED BY THE TOWN COUNCIL PURSUANT TO CONDITIONS, PARAGRAPH 1.

TOWN OF WOODSTOCK

DEAKIN DRIVE TOLL ROAD FUND RAISING APPLICATION

RE: POLICY NUMBER 2001-1

DATE: _____

Note: Application must be submitted by the end of April of year proposed.

NAME OF ORGANIZATION: _____

ADDRESS: _____

POSTAL CODE: _____

PHONE: _____ FAX: _____

NAME OF PERSON MAKING APPLICATION: _____

ADDRESS: _____

POSTAL CODE: _____

PHONE: _____

ORGANIZATION INFORMATION

PURPOSE: _____

YEARS OF OPERATION: _____

NUMBER OF MEMBERS: _____

ARE MEMBERS ALL VOLUNTEERS? YES _____ NO

IF NO, EXPLAIN: _____

TOLL ROAD INFORMATION

DATE(S) OF TOLL ROAD ACTIVITY: _____

TIME OF TOLL ROAD: _____

OTHER (SAFETY MEASURES/PUBLIC RELATIONS MEASURES)

PROVIDE OTHER INFORMATION WITH RESPECT TO SAFETY, PUBLIC RELATIONS AND EXPERIENCE IN CONDUCTING THIS ACTIVITY.

I/WE AGREE TO THE CONDITIONS AND OTHER ELIGIBILITY REQUIREMENTS AS OUTLINED IN POLICY NO 2001-1 - TOLL ROAD FUND RAISING POLICY.

SIGNED _____

FOR TOWN OFFICE USE ONLY

TOWN OF WOODSTOCK APPROVAL YES _____ NO _____

DATE: _____

SIGNATURE: _____

CHIEF ADMINISTRATIVE OFFICER OR
DIRECTOR OF ADMINISTRATIVE SERVICES