

CRESTWOOD VILLAGE AT FREDERICK HOMEOWNERS' ASSOCIATION, INC.

6902 Crabapple Drive · Frederick, Maryland 21703
Phone: (301) 662-0401 · Fax: (301) 694-5616

Bus Policy

The Crestwood Village bus is owned by the Crestwood Homeowners and is to be utilized by the residents of Crestwood. This bus is NOT available for rent.

Purpose: This policy outlines the guidelines for the use of the community bus service, ensuring safety, accessibility, and convenience for all residents of Crestwood Village. This policy applies to all residents within Crestwood Village.

1. General Guidelines:

- The community bus is available for scheduled outings, shopping trips, and social events.
- All bus services must comply with local laws and regulations.
- The bus will be driven only by a designated driver with a current CDL License.

2. Scheduling and Reservations:

- Residents are responsible for signing up for scheduled bus trips. The sign-up list is located at the front desk.
- Residents must submit requests to the HOA office for bus services at least 48 hours in advance.
- Under no circumstance should anyone contact the bus driver directly for services.
- The bus will be available for scheduled routes as published in *The Village Voice* and Crestwood Village website. On occasion, there may be a trial schedule for a place or event to determine resident interest.
- If the number of riders is less than two (2) for a local shopping trip and less than eight (8) for a trip/event, Management, in coordination with the driver, has the option to cancel the specific trip for that day.
- If two (2) riders have signed up for a weekly trip and one cancels last minute due to illness, the bus driver should still proceed with the pickup for the resident who is present.
- If the driver is unable to comply with scheduled trips/events, Management is to be notified and will determine appropriate action. If a substitute driver is not available, Management has the authority to cancel the trip/event.

3. Safety Regulations:

- Passengers must follow the driver's instructions and adhere to safety guidelines while on the bus.

4. Conduct:

- There will be no smoking, drinking, or eating on the bus unless specifically authorized for a particular trip/event. However, water is allowed.

5. Accessibility:

- Seats immediately behind the driver are designated for the handicapped. The bus driver or trip leader will ensure the appropriate assignment of these seats.
- The Crestwood bus is not a handicap-accessible vehicle. Riders should be able to board the bus with minimal assistance.
- Residents are encouraged to have a companion accompany them if additional assistance is needed.

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6. Liability: The HOA is not liable for any injuries or damages occurring during the use of the bus service, except in cases of gross negligence.

7. Amendments: This policy may be amended as needed by the HOA Board. Residents will be notified of any changes.

8. Contact Information: For questions, feedback, or to request bus services, please contact the HOA office at 301-662-0400.

Bus Driver Responsibilities

- The Driver is responsible for ensuring the appropriate amount of fuel and should not be less than one-half tank.
- The Driver may use the Crestwood debit card for fuel and maintenance of the bus when needed.
- The Driver is responsible for taking appropriate actions in the event of an accident involving the bus. Management should be notified as soon as possible.

Activities Committee

- The chairperson or designated committee member will contact the driver before scheduling an event to ensure the availability for the event. No fee for bus activities sponsored by the committee.

At no additional cost, a group outside of the Activities Committee can use the bus. However, they must first contact the chairperson of the Activities Committee to be sure the bus is available. After that, all details will be handled by the group leader.

Thank you for your cooperation in following this Bus Policy. We aim to provide a safe, enjoyable, and accessible transportation option for all residents of Crestwood Village.