



## Public Notice:

The City of Morristown Parks and Recreation Board has hereby adopted Rules for Fulton-Hill Park at their July 12, 2021 Board Meeting per Title 20 City Parks Rules and Regulations Section 20-102. A full text of the Rules and Regulations and a copy of the Ordinance from which Title 20 Section 20-102 derives is available for review on the City's website at

[www.mymorristown.com](http://www.mymorristown.com), the Parks and Recreation Office located at 415 East Louise Street, Morristown, TN, and the Morristown City Center located at 100 W. First North Street, Morristown, TN.

For additional information or questions, contact Parks and Recreation Director Craig H. Price at 423-586-0260.

The Rules for Fulton-Hill Park shall be in full force and effect on August 16, 2021.





## **Fulton-Hill Park Great Lawn Guidelines**

1. No Vehicles or any other equipment on Great Lawn - No vehicles or any other equipment are permitted on concrete walkways or inside of the Great Lawn grass areas at any time.
2. Giant Inflatables and other amenities - Giant inflatables are not permitted on grass area inside of track on Great Lawn. The use of inflatables/"bounce houses" is ONLY permitted if the individual/group informs the Parks and Recreation office or City's Risk Manager at least 2 weeks in advance.
3. Clean-up - The renter is responsible for emptying all trash cans into the designated location and for cleanup and removal of all decorations the last hour of rental time. Clean-up must be completed no later than 11:00pm.
4. Parking - All guests must park in the designated parking areas at Fulton-Hill Park. These areas are as follows: See attached map for parking areas.
  - Handicap Parking - located on the north side and east side of the Colonnade/Courtyard.
  - General Parking – located north of Colonnade/Courtyard and southeast of the restrooms.
  - Overflow Parking - located on the west side of the Colonnade/Courtyard.Do not park in the fire lane or along the driveway in front of the Colonnades/Courtyard and restrooms at any time.

It is recommended that the renter provide a parking attendant(s) for over 100 guests. The renter is responsible for controlling parking in the designated parking areas.
5. No Smoking - The City of Morristown has a NO SMOKING policy for all City facilities. This policy includes smokeless and electronic/vaping.
6. Security - It is the responsibility of all group/renters to hire two (2) Morristown Police Officers shall be contracted for that event. Officers are contracted for a minimum of four (4) hours by calling 423-585-2710. The number of officers required for your event will be part of the approval process and officers should be requested at least three (3) weeks prior to the event.
7. Damages - Renters of any Fulton-Hill Park facilities are liable for all damages to the facility, furnishings, equipment and grounds. The renter is also responsible for damages incurred by their contract labor, vendors and/or their guests. Should damages exceed the deposit, you will be billed for the remaining balance. After the rented areas are inspected for damage, your damage deposit fee will be returned to you from the City within 4 weeks.
8. Inappropriate behavior - Exposure of liability due to consumption of alcohol, damage to property, injury to individuals or and other such activities will result in the discontinuance of the event. The decision to discontinue the event is at the discretion of the park staff or police officers.
9. Miscellaneous - Bands and DJ's must cease playing at 10:00 p.m. to allow time for packing and loading of equipment. Entertainment - Dancing and live music plans must be approved by City of Morristown Park and Recreation staff. The City of Morristown Parks and Recreation Staff has authority to control excessive noise levels.

## **Fulton-Hill Park Colonnade/Courtyard Guidelines & Policies**

1. **Rescheduling Events** - Based on the availability of the Colonnade/Courtyard your rental may be rescheduled up to two (2) weeks prior to the original date and time of booking. Rescheduling of events is limited to one (1) time and will require an additional \$100.00 rescheduling fee.
2. **Cancellations** - To receive a full refund you must cancel your reservation a minimum of sixty (30) days prior to your event. To initiate your cancellation, a written/email request is required. No refunds will be issued if cancellation occurs less than 30 days prior to your event.
3. **Rental Items** - Tables and chairs must come from outside vendors for the Colonnade/Courtyard. Tables and chairs rented from a rental company (or borrowed) must be set up and taken down by the rental company or renter.
4. **Setup** - Final setups need to be turned into Fulton-Hill Park Staff no later than three (2) weeks prior to your event.
5. **Entertainment** - Dancing and live music plans must be approved by City of Morristown Parks and Recreation staff.  
The City of Morristown Parks and Recreation Staff has authority to control excessive noise levels.
6. **Parking** - All guests must park in the designated parking areas at Fulton-Hill Park. These areas are as follows: See attached map for parking areas.
  - Handicap Parking - located on the north side and east side of the Colonnade/Courtyard.
  - General Parking – located north of Colonnade/Courtyard and southeast of the restrooms.
  - Overflow Parking - located on the west side of the Colonnade/Courtyard.Do not park in the fire lane or along the driveway in front of the Colonnades/Courtyard and restrooms at any time.  
  
It is recommended that the renter provide a parking attendant(s) for over 100 guests. The renter is responsible for controlling parking in the designated parking areas.
7. **Event Setup/Teardown** - Deliveries, arrival, set up and departure must be considered in your event planning time. All items are to be removed from the Colonnade/Courtyard areas following your event.
8. **Clean-up** - Upon completion of your event, the renter is responsible for removing all food, service equipment, supplies and for removing all decorations and personal items. The renter is responsible for ensuring all trash is taken to the designated location.
9. **Decorations** – Natural materials such as rose petals, birdseed, and bubbles are allowed in designated areas only – not on any hardscape surfaces. No tape, tacks, staples, glue, Command strips, or nails, etc., may be used.



10. Candles - Candles must be enclosed in glass and placed a reasonable distance from anything flammable. Areas for use of candles must be approved by City of Morristown Parks and Recreation Staff. If using large candelabras, a clear plastic sheet must be placed under the candelabra for protection of the courtyard hardscape areas. No open flames will be permitted such as bond fires and fire pits.
11. Smoking - The City of Morristown has a NO SMOKING policy for all City facilities. This policy includes smokeless and electronic/vaping devices.
12. Damages - Renters of any Fulton-Hill Park facilities are liable for all damages to the facility, furnishings, equipment and grounds. The renter is also responsible for damages incurred by their contract labor, vendors and/or their guests. Should damages exceed the deposit, you will be billed for the remaining balance. After the rented areas are inspected for damage, your damage deposit fee will be returned to you from the City within 4 weeks.
13. Pets - Pets are not permitted inside the Colonnade/Courtyard area.
14. Fulton-Hill Park Staff - The Staff responsibilities include:
  - a. opening/closing the facility
  - b. cleaning anything that is spilled on the hardscapes
  - c. monitoring/overseeing the Colonnade/Courtyard area.

If any problems arise during your event, they will contact the appropriate personnel. If you have questions or concerns during your event, you should contact your staff person on duty.
15. Grills/Smokers - Any use of grills and/or smokers must be approved by Fulton-Hill Park Staff and may only be placed in pre-designated locations.

## Wedding

Wedding Rehearsals - Depending upon availability, each rental is allowed a one (1) hour time block (Monday-Friday, 8:00am until 4:00pm) for their rehearsal. This time is booked at the time of rental as part of the event schedule. We cannot guarantee your rehearsal will take place the day prior to your wedding.



## **Fulton-Hill Park Rental Fees and Booking**

Parks and Recreation Staff office hours are Monday-Friday from 8:00am to 5:00pm. Those renting the Fulton-Hill Park need to call and make an appointment to look at the facility or to discuss set-up for their event.

1. All facilities are rented for a seven (7) hour block of time. Access to the venue before rental start time is prohibited. The renter selects the placement of the (7) hour block during facility hours of operation (8:30am–11:00pm). Additional time is available at a rate of \$75.00 per hour.
2. Rental cancellation must be made 60 days prior to the scheduled rental date in order to receive a reimbursement of rental fees.
3. Down Payment/Damage Deposit:  $\frac{1}{2}$  the total rental fee, the remaining rental balance is due two weeks before the date of your event.
4. Renter shall be responsible for additional charges for damages that occur during and after the event.
5. City of Morristown Parks and Recreation has the right to reject or accept all rental applications.

### **Colonnade/Courtyard: General Rentals**

Anniversaries, Graduations, Bridal Showers, Church Gatherings (sunrise), Meetings, Retirement Parties, Company Parties, Cocktail Parties, Dinner Parties, Car Shows (only on asphalt or parking lots), Book Clubs, Luncheons, etc. Some events may require the renter to have additional Fulton-Hill Park Staff on duty.

#### **7-HOUR BLOCK OF TIME**

Monday – Thursday: 8:00am-3:00pm = \$150.00

4:00pm-11:00pm = \$300.00

Friday and Sunday: ALL DAY IN ANY 7-HOUR BLOCK \$600.00

Saturday: ALL DAY IN ANY 7-HOUR BLOCK \$450.00

Damage/Deposit:  $\frac{1}{2}$  the total rental fee due with application

### **Great Lawn: General Rentals**

Anniversaries, Graduations, Church Gatherings (sunrise), Meetings, Retirements Parties, Company Parties, Parties, Car Shows (on asphalt or parking lots), Luncheons, Festivals, etc. Some events may require the renter to have additional Fulton-Hill Park Staff on duty.

The Great Lawn may be rented separately or in conjunction with another venue. It is rented March-December ONLY and requires the renter to have a Morristown Maintenance Assistant on duty.

The Fulton-Hill Park Great Lawn is available for rental Monday–Saturday from 8:00am till 10:00pm and Saturday–Sunday from 8:00am till 8:00pm.

#### **7-HOUR BLOCK OF TIME**

Monday – Thursday: \$300.00

Friday and Sunday: \$400.00

Saturday: ALL DAY IN ANY 7-HOUR BLOCK \$450.00

Damage/Deposit:  $\frac{1}{2}$  the total rental fee due with application



### **Picnic Pavilion and Shelter: General Rentals**

The Pavilion/Shelters are rented from 8:00am-3:00pm and 4:00pm-9:00pm in half or full day blocks of time - depending upon availability.

Half Day = \$45

Full Day = \$60

Damage/Deposit: ½ the total rental fee due with application

### **Photo Session Fees**

Two-hour minimum. Must be scheduled in advance. By appointment only. See “Photography Guidelines” for additional information.

Grounds only: \$35.00 / hour

Colonnade/Courtyard + Grounds: No Charge

Deposit: Full amount due with application

### **Contract**

1. After your initial contact with Parks and Recreation staff, your date will be tentatively held for 2 weeks.
2. The renter, needs to make an appointment to come to the Morristown Parks and Recreation office to sign the rental contract, pay the rental fee, and review the policy. This will confirm and reserve your date and time.
3. The rental fee and the damage deposit must be paid in full 2 weeks prior to the event date. Make checks payable to the City of Morristown and mail to Fulton-Hill Park, 415 West Louise Ave, Morristown, TN 37813. Please be sure to include your party’s name, the venue, and rental date on all items mailed to us.

*NOTE - All applicants shall not advertise any events until reviewed and approved by Morristown Parks and/or Recreation Staff or Advisory Board. The submission of an application does not guarantee event date and time requested.*

I understand and agree to be responsible for my event and all vendors related to my event abiding by all policies and procedures contained in this manual:

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RENTER PRINTED NAME

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RENTER SIGNATURE

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DATE



## **Fulton-Hill Park Catering Guidelines**

1. Setup/Teardown – Set up and tear down times should be included in the renters reserved hours.
2. Supplies – The caterer will supply all items needed for the preparation and serving of food and drinks at the event. This includes but is not limited to: food prep tables/counters, 6' or 8' tables, table linens, dishcloths, towels, glassware, ice, silverware, pans, dishes, and serving utensils.
3. Food Placement – Food may be placed in designated areas only. If you have a question, please talk to the staff person on duty. NO chocolate, punch, or champagne fountains or kegs may be placed on the hardscape areas.

***NO FRYING OF ANY KIND ALLOWED BY ORDER OF THE FIRE INSPECTOR'S OFFICE. This restriction includes ANY grease-generating items.***

4. Decorations – Natural materials such as rose petals, birdseed, and bubbles are allowed in designated areas only – not on any hardscape surfaces. No tape, tacks, staples, glue, Command strips, or nails, etc., may be used.
5. Beer/Alcoholic Beverages – Please see alcoholic beverage guidelines.
6. Fulton-Hill Park Staff – Staff will be present at each event at Fulton-Hill Park. Event staff will:
  - a. Review the park guidelines
  - b. Oversee the garbage disposal
  - c. Show staff parking and unloading areas
  - d. Monitor all clean up and security
7. After the Event – Remove all items that were brought either by placing in the dumpster or taking with you as you leave at the completion of the event. The service area needs to be left as it was found. If your work area is not cleaned properly, the renter may be charged additional cleaning fees.

***Please contact Morristown Parks and Recreation with any other questions.***





## **Fulton-Hill Park Alcoholic Beverage Guidelines**

1. Alcohol/Beer Eligibility Requirements - If the applicant intends to sell, serve, or dispense alcoholic beverages, liquor, wine or high gravity beer at Fulton-Hill Park, the applicant must have a special occasion license, issued by the Tennessee Alcoholic Beverage Commission.
2. Applications for the city special occasion license may be picked up at the Morristown City Center or found online at [mymorristown.com](http://mymorristown.com) website. Applications should be submitted no later than three (3) weeks before the event. The beer board meets on the first and third Tuesday of every month.
3. A copy of the approved license must be sent to Morristown Parks and Recreation, 415 West Louise Ave, Morristown, TN 37813 and received prior to the event.
4. Both the city special occasion beer permit and the state special occasion license require all servers to have on their person either a valid TABC server permit card or proof of completion of a TABC approved training course.
5. Please note that the city special occasion beer permit and the state special occasion license are only valid for one designated area of the park per event. Anyone that leaves the designated area with an open container of beer or alcohol is subject to fines and/or penalties and this action may constitute a violation of the rental agreement.
6. Safety is an important part of any successful event. The serving, possession or consumption of alcohol, including beer and wine, on the premises may be ordered discontinued at any time at the discretion of Fulton-Hill Park Staff on duty. Additional orders may include closing down an event that has become unsafe. Threatening or aggressive behavior, intoxicated participants, damage to property, or criminal violations, and other such activities are examples.
7. Anytime beer/alcohol has been approved for an event at Fulton-Hill Park, at least two (2) Morristown Police Officers shall be contracted for that event. More officers may be required for larger events. Officers are contracted for a minimum of four (4) hours by calling 423-585-2710. The number of officers required for your event will be part of the approval process and officers should be requested at least three (3) weeks prior to the event.
8. Floor mats: Floor mats are required on the hardscapes and underneath any portable bars/coolers that you may be using. Any or all floor mats are to be furnished by renter.
9. Punch and champagne fountains and kegs are not permitted on either the Courtyard or Colonnade hardscape area. Also, champagne bottles must be opened off the Colonnade/Courtyard hardscape area.





## **Fulton-Hill Park Tent Guidelines**

1. Damage deposit: A damage deposit of \$50.00 is required for use of tents on the Colonnade/Courtyard, Campus Lawn and Great Lawn grounds.
2. Tent permit: To erect a tent on Fulton-Hill Park property, a tent permit must be obtained from the Morristown Building Inspector's Department.

Office: (423-585-4621), Morristown City Center, 100 W 1st N St, Morristown, TN 37814

3. All tent materials must be made of flame retardant materials. Tents must have flame stamps on them identifying as such. Tents will be inspected by City staff designated at each rental.
4. Set up and breakdown: Set up and breakdown must be coordinated with Fulton-Hill Park Staff to verify site and approved application(s). Tent set up must be supervised by the renter. All tent deliveries, set up and breakdown times must be arranged in advance. The renter is responsible to see that the tent is set up in an approved area. Improperly set up tents will be removed at the renter's expense.
5. Tent placement: Tent must not be secured with any stakes in these areas. Sandbags must be used to secure tents in and around the Colonnade/Courtyard areas. Failure to follow the guidelines will result in the loss of your damage deposit and the cancellation of your event. Please mark on the attached map the area(s) where the tents will be placed during your event.

***Our staff and management would like to thank you for your cooperation in preserving the Colonnade/Courtyard, Campus Lawn and Great Lawn grounds area for the enjoyment of all.***



## Fulton-Hill Park Photographer Guidelines and Pricing

1. All photography sessions require an appointment and must be scheduled three (3) weeks in advance.
2. Rental time includes equipment set up, changing, and photo session.
3. Please take care of our venues! Your client will be billed for any damages.
4. All decorations and props used in photo sessions are subject to approval of Fulton-Hill Park Staff.

### Photography Fees

Facility Renters:

What & When	Fee
Colonnades and Courtyard Monday - Thursday, <u>8am - 4pm</u>	No Charge
Colonnades and Courtyard Monday - Thursday, <u>4pm - 9pm</u> (2-hr minimum)	No Charge Two-hour min.

Non-Facility Renters:

What & When	Fee
Use of Colonnades and Courtyard Monday - Thursday, <u>8am - 4pm</u> (2-hr minimum)	\$75/hour Two-hour min.

Name of Company: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

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

Please return the signed agreement to:

Morristown Parks & Recreation, 413 W. Louise Avenue, Morristown, TN 37813



## **Fulton-Hill Park**

### **Youth Activities/Events/Parties**

1. The event/renter/club may be required to hire a minimum of at least one (1) City of Morristown Police Officer and one (1) City of Morristown Fire Department staff person which will be present during the dance/party for your event. Arrangements for a police officer and fire staff person must be arranged no later than two (2) weeks before your event.
2. Arrangements for your police officer may be made by calling 423-585-2710. Arrangements for fire personnel may be made by calling 423-585-4656 to inspect the area and set up before the event.

The Fire Department personnel is required to inspect your decorations one (1) hour before the beginning of your event and will stay until the conclusion of your event.

3. Each club/renter is required to have ten (10) chaperones for their dance/party/event.
4. The event/renter will furnish the list of chaperone names and telephone numbers to Parks and Recreation Department two (2) weeks prior to the dance/party. One (1) chaperone should be designated as the Head Chaperone.
5. The chaperones are to arrive at the facility one (1) hour prior to the start of the dance/party. They will meet with the Head Chaperone and go over their assigned duties for the evening. The club members will have already discussed the details (start/end times, clean-up, refreshments, decorations, pictures, presentations, etc.) of the dance/party with the Head Chaperone prior to the event. The club/renter should be present at the chaperone meeting.
6. Each chaperone should bring a flashlight and stay for the duration of the event.
7. The only food or drinks allowed at your event are those supplied by the event/renter and approved by the chaperones.
8. Smoking is not allowed in Fulton-Hill Park for such events.
9. No one will be permitted outside the designated rental area of the park during the event.
10. The only restrooms to be used are those at the rented facility. This will be specified in contract.
11. Event members/guests are not allowed to return to their cars for any reason during the party/event unless they are escorted by a chaperone or one of the officers on duty until they return to the party/event.
12. Any club/renter or guest who leaves in a vehicle WILL NOT be allowed to return to the event/activity/dance/party.
13. Any club member/guest who is suspected of being under the influence of alcohol or drugs while attending the dance/party will be referred to the police officer on duty for the appropriate action.



14. Any violence, fighting, or destruction of property will be referred to the police officer on duty for the appropriate action.
15. Respect shall be shown at all times to the chaperones, police officer, fire department staff and the Fulton-Hill Park Staff.
16. The club/renter will set the hour for closing the gate at the dance/party unless the fire department staff or police officer objects.
17. Club/renter should review the above rules and the venue guidelines with their membership before the dance/party.
18. Rentals are (7) hour blocks of time for your dance/party. Extra hours may be purchased for decorating.
19. Clean-up - Upon completion of your event, the renter is responsible for removing all food, service equipment, supplies and for removing all decorations and personal items. The renter is responsible for ensuring all trash is taken to the designated location.
20. Parking will be determined by Parks and Recreation staff based upon event location.



## **Fulton-Hill Park Picnic Pavilion and Shelter Guidelines**

1. Rain or inclement weather: If rain or inclement weather affects your scheduled time, you may call and reschedule another date or apply for a refund. Please contact the park maintenance person on duty to allow them to sign your rental form to apply for refund and verify weather conflict.
2. Courtesy Items: The Pavilion/Shelter rentals include picnic tables and grills. Please make sure the shelter will accommodate your group's size.
3. Picnic Tables: The renter may slide the picnic tables to different locations within the Pavilion. If the renter does not wish to use the picnic tables, they are responsible for moving them to a suitable location outside the pavilion or shelter. The renter is responsible for returning the picnic tables to the original location in the pavilion or shelter at the conclusion of the event. Failure to return the picnic tables to original location will result in \$20.00 per table charge.
4. NO chocolate, punch, or champagne fountains are allowed inside the Pavilion/shelters.
5. Planning Your Event: Deliveries, arrival, set-up and departure must be considered as part of your scheduled rental time. Items must be scheduled for delivery and picked-up during your time frame unless prior arrangements with the parks staff have been made.
6. Setup - Final setups need to be turned into Fulton-Hill Park Staff no later than three (2) weeks prior to your event.
7. Entertainment - Dancing and live music plans must be approved by the City of Morristown Parks and Recreation staff. The City of Morristown Parks and Recreation Staff has authority to control excessive noise levels.
8. Parking - All guests must park in the designated parking areas at Fulton-Hill Park. These areas are as follows: See attached map for parking areas.
  - Handicap Parking - located on the north side and east side of the Colonnade/Courtyard.
  - General Parking – located north of Colonnade/Courtyard and southeast of the restrooms.
  - Overflow Parking - located on the west side of the Colonnade/Courtyard.

Do not park in the fire lane or along the driveway in front of the Colonnades/Courtyard and restrooms at any time.

It is recommended that the renter provide a parking attendant(s) for over 100 guests. The renter is responsible for controlling parking in the designated parking areas.

9. Event Setup/Teardown - Deliveries, arrival, set up and departure must be considered in your event planning time. All items are to be removed from the Pavilion/Shelter areas following your event.



10. Clean-up - Upon completion of your event, the caterer and/or renter is responsible for removing all food, service equipment, supplies and for removing all decorations and personal items. The renter is responsible for ensuring all trash is taken to the designated location.
11. Decorations – Natural materials such as rose petals, birdseed, and bubbles are allowed in designated areas only – not on any hardscape surfaces. No tape, tacks, staples, glue, Command strips, or nails, etc., may be used.
12. Candles - Candles must be enclosed in glass and placed a reasonable distance from anything flammable. Areas for use of candles must be approved by City of Morristown Parks and Recreation Staff. If using large candelabras, a clear plastic sheet must be placed under the candelabra for protection of the courtyard hardscape areas. No open flames will be permitted such as bond fires and fire pits.
13. Smoking - The City of Morristown has a NO SMOKING policy for all City facilities.
14. Damages - Renters of any Fulton-Hill Park facilities are liable for all damages to the facility, furnishings, equipment and grounds. The renter is also responsible for damages incurred by their contract labor, vendors and/or their guests. Should damages exceed the deposit, you will be billed for the remaining balance. After the rented areas are inspected for damage, your damage deposit fee will be returned to you from the City within 4 weeks.
15. Pets are not allowed in the Pavilions and Shelters.
16. City of Morristown Parks and Recreation Park Staff: Staff will meet you at your rental time to check, discuss, and communicate any concerns at your designated/requested time. Staff responsibilities include:
  - a. Opening/closing the facility.
  - b. Cleaning anything that is spilled on the floor
  - c. Monitoring for the Pavilion.
17. If any problems arise at the Pavilion during your event, the staff person will contact the appropriate personnel. Again, if you have questions or concerns during your event, you should contact our Fulton-Hill Park Staff on duty.
18. Grills/Smokers - Any use of grills and/or smokers must be approved by City of Morristown Parks and Recreation Staff and may only be placed in pre-designated locations.
19. Double booking of Shelter or Pavilion: Should double booking happen, please call City of Morristown Parks & Recreation staff that is on duty and identified in rental contract.
20. You may NOT enter the pavilion/shelter before your designated rental start, likewise when your rental time has expired, please have your belongings ready to depart the facility.
21. Please do not drive inside the Pavilion or shelter.

**ORDINANCE NO. 3599**

**BEING AN ORDINANCE OF THE CITY COUNCIL OF MORRISTOWN,  
TENNESSEE AMENDING TITLE 20 OF THE MORRISTOWN  
MUNICIPAL CODE.**

Be it ordained by the City Council for the City of Morristown that text of Title 20 of the Morristown Municipal Code is deleted in its entirety and substituted therefore is the following:

**“TITLE 20 – CITY PARKS RULES AND REGULATIONS**

**CHAPTER 1 – RULES AND REGULATIONS**

**Sec. 20-101. - Definitions.**

The following definitions shall apply throughout this section:

*City code* means a reference to, or a section of, the Morristown Municipal Code.

*City council* means the governing body of the city.

*City recreation commission* means the appointed 11-member body of the City of Morristown.

*Department* means the City of Morristown Parks and Recreation Department.

*Director* means the Director of Morristown Parks and Recreation, or his designee.

*Park* shall include any city owned or leased park, open space area, recreation area, natural area, or building or facility located within such area, of the city.

**Sec. 20-102. - City park rules and regulations.**

- (a) Abandonment of any vehicle or other personal property is prohibited in a park.
- (b) Leaving any vehicle or other personal property unattended, without prior permission of the director is prohibited. In the event an unattended vehicle interferes with the safe and orderly management of the park area, it may be towed immediately at the owner's expense.
- (c) No person, organization, firm or corporation shall post and/or distribute handbills, circulars, bulletins, banners, signs, or other printed materials within city parks without first having obtained written permission from the director and a written permit from the city. Commercial notices or advertisements shall not be displayed, posted or distributed on park area lands unless prior written permission has been granted by the director. Such permission may be granted if the notice or advertisement is of goods, services, or facilities available within the park area or, if in the opinion of the director, such notices and advertisements are found to be desirable or necessary for the convenience and guidance of the public.
- (d) Engaging in or soliciting any business in a park area, except in accordance with the provisions of a permit, contract, or other written agreement with the department is prohibited.
- (e) No person shall erect any structure, stand, or platform, or hold any organized sponsored athletic contest in any park or recreation area without the written approval of the director. This provision does not prohibit informal games or athletic activities such as casual matches, scrimmages, pick-up games, etc.



- (f) The fastening of any show card, poster, or other advertising device upon any park or park property without written permission from the director is prohibited.
- (g) Any concessionaire, which through contractual agreement with the department operates any concession, shall supply and provide the required permits for such operation.
- (h) All concession areas operated by the department shall be operated according to the concession lease agreement of the department.
- (i) Consumption of alcoholic beverages within a park is prohibited, except at Heritage Park which must be specifically permitted by the City's Beer Board and/or Tennessee Alcoholic Beverage Commission.
- (j) Charitable solicitation within a park is prohibited unless the solicitor fully complies with the city's solicitation ordinance.
- (k) Commercial peddling and soliciting of any kind is strictly prohibited. This section shall not apply to transactions with authorized concessionaires within a park.
- (l) Bicycle riders must comply with all applicable traffic regulations and safety equipment requirements. Use of bicycles shall be confined to approved trails or designated areas.
- (m) The director may close or otherwise restrict the use of any park or recreation facility when necessary to protect life or property, or for any other emergency. Such restricted area shall be defined, whenever practicable, by signs, markers, and through public notice.
- (n) Camping, whether tent, trailer, or other types of units, is prohibited in all parks, except with the written approval of the director. Such approval shall be given only in unique situations, i.e., Boy Scout/Girl Scout overnight group camp out. In such cases, all camping equipment shall be completely removed and camping sites cleaned by campers before departure.
- (o) Construction of any building, structure, utility or any other entity upon, across, over, through, or under any park area, except in accordance with the provisions of a valid permit and contract and with the written approval of the director is prohibited.
- (p) No person shall disturb, tend to disturb, or aid in disturbing the peace of others by violent, tumultuous, offensive, or obstreperous conduct.
- (q) The playing of any of the following devices in violation of the City's noise ordinance as codified in Title 11, Chapter 2 within the park is prohibited: Radio, television set, musical instrument, loud speaker, other device for amplification of sound, or any other noise producing devices such as electric generating or other equipment driven by motors or engines.
- (r) The operation or use of public address systems, whether fixed, portable, or vehicle mounted is prohibited except when such use or operation is in connection with public gatherings or special events which have been approved by the director.
- (s) No person shall disobey the lawful and reasonable order of a park employee in the discharge of his/her duties, or disobey or disregard the notices, prohibitions, instructions, rules or regulations on any park sign.

(t) All animals are prohibited within the parks except as otherwise permitted pursuant to the terms of the General Pet Guidelines (located at the Parks & Recreation Office) or sight or guide dogs used by the visually impaired as referenced in Tennessee Code Annotated §62-7-112.

(u) The use or possession of explosives is prohibited.

(v) The use or possession of fireworks and firecrackers is prohibited except for community fireworks display with written permission from director. The director shall require of the user of such devices such reasonable all risk insurance coverage as he deems appropriate.

(w) Reserved

(x) The creation of any fire in any park outside a specifically designed picnic grill, fireplace or other similarly designed enclosure is prohibited without the written permission of the director.

(y) Only approved material may be used in the creation of such fires. No live plant material may be used for the creation of any fire.

(z) Reserved.

(aa) All lighted cigarettes, cigars, smoking pipes, matches or other burning materials must be extinguished before disposing of same in a proper container or area.

(bb) Digging is prohibited within all park areas.

(cc) All persons must properly dispose of trash and debris caused by them to be in a park.

(dd) Flea markets, garage sales, rummage sales, and all other such sales by a person, persons or organizations for either private or non-profit purposes are prohibited in park and recreation areas.

(ee) Horses and other saddle animals in an approved park are allowed only on trails or facilities designated for them. Such animals may be allowed in parks only in special circumstances approved by the director.

(ff) No one shall be allowed in the parks between the hours of 10:00 p.m. and 6:00 a.m.

(gg) Nothing in this section shall restrict any official work or activity in said areas during restricted hours by any department of the city.

(hh) Entering or leaving any park or recreation facility except at established entrance ways or exits is prohibited. Presence in any park or recreational facility other than during posted operating hours is prohibited.

(ii) The installation and planting of any memorial tree, or any memorial tree marker, without the permission of the director is prohibited. Memorial trees may be planted in designated areas as defined within the memorial tree guidelines at that time. Flush to the ground markers may be purchased and will be installed by park crews upon approval of the director.

(jj) The department is granted by the governing body the authority to make known additional rules and regulations as it deems necessary to insure the orderly

growth and protection of the park, recreation and natural resource areas under its control consistent with and in furtherance of the intent of this ordinance. Such additional rules and regulations shall have the force and effect of law ten days after their adoption by the parks and recreation advisory board, after their publication once a week for two weeks in a local newspaper and after a copy thereof has been posted near each gate or principal entrance to the public ground to which they apply. In addition, a copy of the ordinance from which this section derives and any future additional rules and regulations adopted by the parks and recreation advisory board, pursuant to the ordinance from which this section derives shall be posted near each gate or principal entrance to the public ground to which they apply and made available for public inspection or review at the principal office of the parks and recreation advisory board, and the municipal building.

(kk) The director shall be the final authority in interpreting the rules and regulations relating to the park, recreation, natural resources, historical, and cultural areas of the city. The director shall also be responsible for the administration of this ordinance. An appeal from the director's decision or action shall lie with the city recreation advisory board. An appeal of the director's decision shall be filed in writing with the city recreation advisory board within ten days of the rendering of a final decision or adverse action by the director. The recreation advisory board shall render its decision at the next regularly scheduled monthly meeting if the director's decision is rendered at least ten days prior thereto. If the director's decision is rendered within ten days of the next regular meeting of the parks and recreation advisory board, then the board may, but shall not be required to hear the appeal at the second regular board meeting following the director's decision.

(ll) Interfering with, encumbering, obstructing or rendering dangerous any part of a park is prohibited.

(mm) The intentional or wanton destruction, injury, defacement, or removal of any natural or cultural feature or non-renewable natural resource is prohibited, without specific written permission from the director.

(nn) The intentional or wanton destruction, injury, defacement, removal or disturbance in any manner of any public buildings, signs, equipment, monument, marker, or other structure or of any relic, artifact, and historic structure or of any other similar public property is prohibited. The unauthorized possession of park equipment is prohibited without the written permission of the director.

(oo) The gathering or collecting of natural products of a renewable living resource such as plant material for personal use or for commercial sale is prohibited. The destroying, digging, cutting, removing, or possession of any tree, shrub, or other plant is prohibited absent a permit granted by the director.

(pp) No person shall molest, kill, wound, hunt, or remove any animal, reptile, bird, or eggs of such animals in any park.

(qq) Persons, corporations, or organizations may not conduct public meetings, assemblies, worship services, entertainment, demonstrations, or political rallies, within the general confines of a park or recreational area without written permission of the director.

(rr) Written approval from the director for uses described in [subsection] (qq) above may be denied based on the following:

- (1) A prior application for the same time and place has been made which has been or will be granted; or
- (2) The event will present a clear and present danger to the public health safety or welfare; or
- (3) The event will cause a nuisance and disturbance to a significant number of other users of the park; or
- (4) The event is of such nature or duration that it cannot reasonably be accommodated in the particular park area for which application is made.

(ss) Reserved.

(tt) Without the written permission of the director, no park or facility within a park with the exception of picnic shelters may be reserved for the exclusive use of an individual or group. All play equipment, athletic facilities, parking areas, and other amenities are for the use of the public at large.

(uu) The creation or maintenance of a nuisance upon city properties is prohibited.

(vv) Reserved.

(ww) Polluting or contaminating in any manner any watershed or water supply is prohibited.

(xx) Depositing of any bodily waste in or on any portion of any restroom facility or other public structure except into fixtures provided for that purpose is prohibited. Placing any item in any of the plumbing fixtures in such a station or facility for the purpose of interfering with or blocking the plumbing is prohibited. All restroom facilities shall be used in a clean and sanitary manner.

(yy) Using the public waste containers for dumping of household or commercial garbage or trash brought as such from off premises, except for trash reasonably incidental to a visit to a park or recreational facility, is prohibited.

(zz) Reserved.

(aaa) Sports events, pageants, reenactments, regattas, entertainments and the like, characterized as public spectator attractions are prohibited without the prior written approval of the director.

(bbb) Swimming and bathing are prohibited except in municipal swimming pools or splash pads specifically designed for such.

(ccc) Violators of posted rules governing the use of swimming in municipal pools will be subject to removal from the premises if the violation is flagrant or repeated or the continued presence of the violator would create a hazardous condition in the area.

(ddd) Specific rules governing the usage of municipal swimming pools in the city are codified in the Swimming Pool Policy Manual and are incorporated herein by reference.

(eee) Motorized vehicles are prohibited on trails, with the exception of maintenance vehicles of the city, authorized contractors and motorized wheel chairs.

(fff) All operators of motor vehicles in parks must conform to all traffic rules and regulations of the city and the State of Tennessee.

(ggg) The speed limit in all parks and recreation areas is 15 miles per hour.

(hhh) No driver shall stop, park, or leave any vehicle, whether attended or unattended, upon the paved or maintained surface of a road or parking area so as to leave less than ten feet of the width of the same traffic lane for the free or unobstructed movement of other vehicles, except in the event of an accident or as otherwise directed by an authorized person.

(iii) Pedestrians have right-of-way over motor vehicles in all parks.

(jjj) Operating a motor vehicle in areas other than established roadways, parking areas, or designated routes is prohibited.

(kkk) All operators of motorcycles, trail bikes, off-road vehicles and other motorized vehicles must conform to the same rules and regulations as those of any other motor vehicle.

(lll) No person shall grease, lubricate, or make repairs to any vehicle in a park or recreation area except those of a minor nature, and then only in case of emergency.

(mmm) Roller blades, roller skates, skate boards and bicycles, are prohibited on all tennis courts, basketball courts, shelters, pavilions, bleacher areas, splashpad, pedestrian areas and paved, concrete or hard services, unless specified by signage.

(nnn) The hitting of golf balls and use of glass containers in any park is prohibited.

(ooo) Reserved.

#### Sec. 20-603. - Penalties.

Any violation of these rules and regulations for the care and management of such properties as may be made under the authority of T.C.A. § 11-24-112, and the Morristown Municipal Code governing the appropriate violation, shall be subject to enforcement by a civil penalty of not more than \$50.00 for each violation."

This ordinance shall take effect upon second and final reading, the public welfare requiring same.

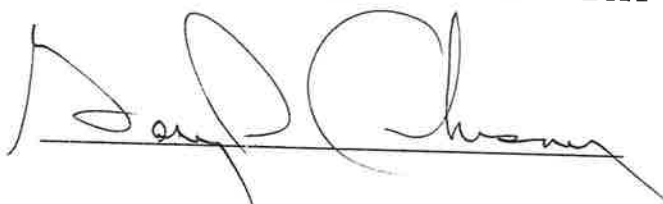
PASSED ON FIRST READING THIS THE 6<sup>TH</sup> DAY OF FEBRUARY 2018.

  
MAYOR

ATTEST:

  
CITY ADMINISTRATOR

PASSED ON SECOND AND FINAL READING THIS THE 20<sup>TH</sup> DAY OF FEBRUARY 2018.



MAYOR

ATTEST:

A.W. [Signature]  
CITY ADMINISTRATOR