

METROPOLITAN BOARD OF PARKS AND RECREATION
P O L I C Y M A N U A L

Ms. Ivanetta Davis Samuels, Chairperson

Tommy Lynch, Interim Director

***The policy statement and rules adopted
herein supersede and repeal any previous
rules of the Metropolitan Board of Parks and Recreation.***

Duly adopted by Board: February 3, 1982

Revision Date: April 2010

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PREFACE

The original Board of Park Commissioners of the City of Nashville, Tennessee was created and empowered as a self perpetuating autonomous Board, as established by Section 1, of the General Assembly of the State of Tennessee, Chapter 117 of the Private Acts of 1901, which said act empowered and enabled municipal corporations to create, maintain and control a system of public parks, to provide for a Board of Park Commissioners, and to affix and define its powers and duties.

Later the Charter of the City of Nashville was enacted by Private Acts of 1947, Chapter 246, and amended at subsequent sessions of the General Assembly, including the Legislative Sessions of 1949.

The Board of Parks Commissioners was succeeded by the Board of Parks and Recreation by authority of the Metropolitan Government of Nashville and Davidson County's Charter, which became effective April 1, 1963, and at such time the total area of Davidson County came under the jurisdiction of one Metropolitan Government by referendum.

Article 11, Chapter 10, Section 11.1001 through Section 11.1005 of the Charter delineates and defines the powers of the existing Board of Parks and Recreation.

1000 BOARD

1000.1 TERMS AND SELECTION OF MEMBERS:

There shall be a Metropolitan Board of Parks and Recreation herein referred to as "the Board".

The Board shall consist of seven (7) members, who shall serve without compensation. One of the members of the Board shall be a member of the Board of Education, selected by said Board of Education for a term of one (1) year; and another member of the Board shall be a member of the Planning Commission, selected by said Planning Commission for a term of one (1) year. Five members of the Board, who shall hold no other public office, shall be appointed by the Mayor and confirmed by a majority of the whole membership of the Metropolitan Council. Said five members shall serve terms of five (5) years each. Any vacancy due to any cause, other than expiration of term, shall be filled for the unexpired term.

1000.2 POWERS AND DUTIES:

1. The Board shall supervise, control and operate the Parks and Recreation Department.
2. It shall formulate the policies to be followed in the administration of the Parks and Recreation Department, and shall promulgate such rules and regulations as may be appropriate with respect to the administration of its policies.

1000 BOARD

1000.2 POWERS AND DUTIES:

3. It shall employ, subject to the Civil Service Commission, provisions of the Charter and within its budget appropriation and other available funds, a Director of Parks and Recreation and such Superintendents and other employees as it deems necessary.
4. It shall review, approve, reject or amend the annual budget request as compiled by the Director.
5. It shall recommend to the Council (a) the sale of any lands owned by the Metropolitan Government and no longer needed for such purposes (b) the acquisition by condemnation of any additional lands needed for park or recreation purposes, and (c) the acceptance of any gift of lands offered for park and recreation purposes and useful for such purposes. In the acquisition or disposition of land, the Board shall cooperate closely with the Planning Commission, whose recommendations shall be sought and carefully considered by the Board.
6. It shall have the authority to establish the fees and charges within the administration of the Parks and Recreation Department. It shall have the sole authority of all matters pertaining to the operations of concessions.

1000 BOARD

1000.3 DUTIES OF OFFICERS:

Chairman: The Chairman shall preside at all meetings of the Board and shall call special meeting of the Board on the Chairman's own motion or on request of two or more members. The Chairman shall vote only to break a tie on all matters coming before the Board.

Vice-Chairman: The Vice-Chairman shall preside at any meeting of the Board when the Chairman is not present. This person shall assume any other duties as set forth by the Chairman.

Secretary: The Secretary need not be a member of the Board. The Secretary will have:

- (a) the responsibility of preparing the agenda and minutes of all meetings, and will cause a copy of same to be mailed or delivered to each member of the Board prior to the subsequent meeting;
- (b) the responsibility to conduct the official correspondence of the Board, and
- (c) the responsibility to keep all official records of the Board.

Attorney: An attorney shall be assigned to the Board by the Legal Department, and shall represent the Board on all legal matters. He shall assist in the drafting of all ordinances resolutions and any other legal matters as required by the Board. The attorney shall attend Board meetings, and any other meetings as requested by the Board.

1000 BOARD

1000.4 ELECTION OF OFFICERS:

All officers shall be elected annually at the regular meeting each April. Their term of office shall be for one (1) year.

The Vice-Chair of the Board of Parks and Recreation shall be elected for a one year term from the members of the Board appointed and confirmed by the Metropolitan Council. The Vice-Chair shall be the Chair elect for the succeeding year.

The Chair shall be elected for a one year term. In the event the vice-Chair declines to serve as Chair, the Board shall elect the Chair from the members of the Board appointed by the Metropolitan Council.

Qualifications for service in the positions of Chair and Vice-Chair shall include experience on the Board and desire to serve. Members of the Board with the greatest seniority on the Board and who have not previously served as Chairman and Vice-Chairman shall be afforded the opportunity to serve in these positions.

1000.5 COMPENSATION:

No member of the Board shall receive any compensation for work done or Board meeting attended as a commissioner. However, Board members attending local, state, regional, or national park and recreation conferences shall receive reimbursement for their expenses, as provided by the Metropolitan Government travel regulations.

1000 BOARD

1000.5 COMPENSATION:

No Board member shall be directly or indirectly involved in any contract work of any nature connected with the Parks and Recreation Department.

1000.6 BOARD MEETINGS:

1. The Board will meet regularly on the first Tuesday of each month at 12:00 P.M. Meetings will be held in the Centennial Park Administrative Conference Room or other such location as may be determined by the Board.
2. Special meetings may be called by the Chairman by his own motion, or by the request of any two (2) Board members.
3. All regular and special meetings of the Board will be open to the public.
4. Individuals or groups desiring to petition the Board for some specific action should present their request in writing to the Board Secretary no later than 14 days preceding the scheduled meeting. Petitioning parties may also appear in person at the meeting to make an oral presentation.
5. The Director and appropriate staff will be present at all meetings of the Board.
6. Minutes of all Board meetings will be available for review during regular office hours at the Centennial Park Administrative Office.

1000 BOARD

1000.6 BOARD MEETINGS: (Continued)

7. An agenda will be published and distributed for all regular Board meetings ten (10) days prior to the meeting.
8. All citizen presentations before the Board will be limited to 3 minutes.
9. Robert's Rules of Order will govern all meetings.

1000.7 MINUTES, ORDINANCES AND RESOLUTIONS:

All ordinances, resolutions and proceedings of the Board shall be in typed form and filed in a permanent book of records open to public inspection at all reasonable and proper times.

1000.8 QUORUM:

A majority of the duly appointed Board Members shall constitute a quorum.

1000.9 VOTING:

The ayes and nays will be taken upon the passage of all Board matters. All votes will be entered upon the minutes of the meeting. The act of a majority of members present at the meetings, at which a quorum is present, will be the official act of the Board. The Chairman will vote only to break a tie.

1000.10 COMMITTEES:

1. The Board shall establish committees to investigate and review certain matters under consideration by the Board.

1000 BOARD

1000.10 COMMITTEES (con't.):

2. The Chairman, with the approval of the Board, shall annually establish certain standing committees. In addition, the Chairman may appoint, with Board approval, certain special committees with a specific purpose. Unless otherwise instructed, the committee shall be considered dissolved after the final report is submitted to the Board.
3. The Chairman, with Board approval, shall appoint to the committee the number of members deemed appropriate, and shall name one member as committee chairman. All Board Members, the Board Officers and the Director of Parks and Recreation shall serve as ex-officio members of all committees. The Chairman may also ask the Director to provide a Park and Recreation staff member to assist the committee.
4. Generally, a committee is not authorized to take any action; it is responsible for submitting report(s), either written or oral, to the Board and shall recommend that action be taken by the Board.

1000 BOARD

1000.10 COMMITTEES (con't.):

5. The Chairman may appoint non-Board Members to certain special advisory committees, to provide technical assistance and to advise on special programs and/or activities.
6. Generally, committee meetings shall be open to the public. The committee chairman shall be responsible for establishing the date, time and location of the meetings.

1000.11 ATTENDANCE

I. Purpose

Whereas Board Members consider the work of the Metropolitan Nashville Board of Parks and Recreation to be of the highest importance, it is critical that all members of the Board participate fully in carrying out the Board's responsibilities. Members must be available and willing to attend meetings of the full Board and to serve on panels reviewing specific issues.

As a result, it is deemed appropriate to adopt a policy regarding attendance of Board members. It is intended to support full contribution of all members of the Metropolitan Nashville Board of Parks and Recreation.

1000 BOARD

1000.11 ATTENDANCE

II. Definition of a Board Attendance Problem

A board attendance problem occurs if any of the following conditions exist in regard to a board member's attendance at board meetings:

1. The member has two un-notified absences in a row ("un-notified" means the member did not call ahead to a reasonable contact as defined by the Board to be the Secretary of the Board, or the Chairperson, before the upcoming meeting to indicate they would not be in attendance) or;
2. The member has three notified absences in a row or;
3. The member misses one third of the total number of board meetings in a twelve month period whether notifications are made or not.

III. Suggested Response to a Board Attendance Problem

If a board attendance problem exists regarding a member, the Board Chair will promptly contact the member to discuss the problem. The member's response will promptly be shared by the Chair with the entire board at the next board meeting. In that meeting, the board will decide what actions to take regarding the board member's future membership on the board. Should provision #3 above exist, the Chair shall request the member tender a letter of resignation within the next two weeks. The board will vote acceptance of the member's resignation letter in the next board meeting. A simple majority vote is required.

1000 BOARD

1000.11 ATTENDANCE

III. Suggested Response to a Board Attendance Problem

It is the responsibility of the Chair to report any such violations to the Mayor along with a recommendation from the Board that the Mayor accept the letter of resignation and/or remove that member from the Board. In the case of appointed members from the School Board or Planning Commission, the respective Board Chairs will be notified of the attendance problems and request for a replacement shall be made should the member miss more than one third of the board meetings in any calendar year of their appointment.

2000 ORDINANCES

2000.1 ORDINANCE #69-842 (Adopted by Council July 15, 1969)

ARTICLE I - GENERAL REGULATIONS AND ADMINISTRATION

SECTION 13.24.010 DEFINITIONS:

Unless otherwise expressly stated, whenever used in this chapter, the following terms shall respectively mean and include each of the meanings set forth:

BATHING AREA:

Any area maintained for the use of bathers, including the water area and lands under water adjacent thereto under the jurisdiction of the Board.

BOARD:

The Metropolitan Board of Parks and Recreation as provided in Article 11, Chapter 10 of the Chapter of the Metropolitan Government.

BICYCLE PATH:

Any path, road or trail maintained for persons riding on bicycles.

BRIDLE PATH:

Any path or road maintained for persons riding on horseback.

FOOT PATH OR TRAIL:

Any path or trail maintained for pedestrians.

OMNIBUS:

Any vehicle held and used for transportation of passengers for hire.

OWNER:

Any person owning, operating or having the use or control of a vehicle, animal or other property under a lease or otherwise.

ORDINANCES

ARTICLE I - GENERAL REGULATIONS AND ADMINISTRATION

SECTION 13.24.010 DEFINITIONS:

PARK:

Unless specifically limited, such term shall be deemed to include all parks, parkways, playgrounds, athletic fields, tennis courts, golf courses, swimming pools, beaches and other recreation areas, museums, zoological and botanical gardens, places, squares, circles, spurs, open places, boulevards, roads, waters and lands under water, and also entrances and approaches thereto, docks and piers, channels and bridges, in leading to or connecting such park or parts thereof under the supervision and control of the Board and such other rights and appurtenances as the Board shall utilize, whether the same is now or shall hereafter be owned or acquired by the Metropolitan Government in fee or otherwise, including all land under and space above the surface of the ground.

PERMIT:

Any written authorization issued by or under the authority of the Board for a specified park privilege permitting the performance of a specified act in the Park.

PLAYGROUND:

Any area maintained or designated as a playground, including all territory under the supervision and control of the Board adjacent to and within twelve (12) feet thereof.

ORDINANCES

ARTICLE I - GENERAL REGULATIONS AND ADMINISTRATION

SECTION 13.24.010 DEFINITIONS:

POLICE OFFICER:

Any member of the Police Department of the Metropolitan Government and any other Metropolitan employee who is a special policeman appointed and sworn by the Chief of Police and assigned to the Board.

RULES AND REGULATIONS:

Any rule or regulation of the Board established pursuant to Section 11.1002, Subsection 2, of the Charter of the Metropolitan Government, and duly filed with the Metropolitan Clerk.

SAFETY ZONE:

Any space within any park so designated by appropriate signs.

UNNECESSARY STOPPING:

Bringing a vehicle to a complete stop on a parkway, or a road in a park other than a parking space, or other than in conformity with traffic regulations, or other than because of an emergency.

ORDINANCES

ARTICLE I - GENERAL REGULATIONS AND ADMINISTRATION

SECTION 13.24.020 SCOPE:

This chapter affecting parks shall be effective throughout the General Services District of the Metropolitan Government area within and upon all areas under the supervision and control of the Board, as defined in Article 11, Chapter 10 of the Charter of the Metropolitan Government, and shall regulate the use thereof by all persons.

SECTION 13.24.030 CONSTRUCTION:

In the interpretation of this Chapter affecting parks, its provisions shall be constructed as follows:

- A. Any requirement or provision of these rules and regulations relating to any act shall respectively extend to and include the causing, procuring, aiding or abetting, directly or indirectly, of such act, or the permitting or the allowing of any minor in the custody of any persons, doing any act prohibited by any provision thereof.
- B. No provision hereof shall make unlawful any act necessarily performed by an officer or employee of the department of Parks and Recreation in line of duty or work as such, or by any person or his agents or employees, in the proper and necessary execution of the terms of any agreement with the Board.

ORDINANCES

ARTICLE I - GENERAL REGULATIONS AND ADMINISTRATION

SECTION 13.24.030 CONSTRUCTION (con't.):

- C. Any act otherwise prohibited by this chapter provided it is not otherwise prohibited by law, shall be lawful if performed under, by virtue of and strictly in compliance with the provisions of a permit and to the extent authorized thereby.
- D. This chapter is in addition to and supplements all Municipal, State and Federal laws and ordinances.
- E. Where any park area is designated by the Board so as to prohibit or permit certain activities, such designation shall be posted conspicuously.

SECTION 13.24.040 DONATIONS

AUTHORITY OF BOARD TO ACCEPT - EXCEPTION

- A. The Board of Parks and Recreation is authorized to accept or refuse gifts, donations, bequest or grants from any source, for any purpose related to the powers and duties of the Board.
- B. The provisions of subsection A of this section shall not apply to any gift, donation or bequest of land, such gift, donation or bequest being specifically governed by Section 11.1002(5)(c) of the Metropolitan Charter.

ORDINANCES

ARTICLE II. CEMETERIES

SECTION 13.24.050 OPERATION AND MAINTENANCE RESPONSIBILITIES OF THE BOARD

The Metropolitan Board of Parks and Recreation shall have the responsibility of operating and maintaining all cemeteries owned by the Metropolitan Government. The Board is authorized to promulgate rules and regulations concerning the operation of said cemeteries.

SECTION 13.24.060 OWNERSHIP OF BURIAL PLOTS AUTHORITY OF BOARD - APPEAL

- A. The Metropolitan Board of Parks and Recreation shall issue certificates to persons owning or claiming ownership of cemetery lots. The burden of establishing ownership to burial plots shall be on the person claiming ownership. The certificates shall authorize the burial of a named person or persons to the City Cemetery and shall be issued to the person or persons only after the person applying for permission to be buried has established ownership or chain of title to the burial plot.
- B. The Metropolitan Board of Parks and Recreation or its designee shall have final authority to determine ownership of burial plots. Any person aggrieved by the decision of the Board shall have the right to appeal that decision to the Circuit and Chancery Courts of Davidson County. (Bill No. 76-216; 1-3, 8-3-76)

ORDINANCES

ARTICLE III. REGULATED ACTIVITIES

SECTION 13.24.070 PERMITS - CONDITIONS - REVOCATION:

A permit to do any act shall authorize the same only insofar as it may be performed in strict accordance with the written terms and conditions thereof. Any violation of any law, ordinance, provision of this code or rule or regulation of the Board or of any other Metropolitan Department by the holder or the agents or employees of the holder of any permit of any term or condition thereof shall constitute grounds for revocation by the board or by its authorized representative, whose action therein shall be final.

In case of revocation of any permit, all money paid for or on account thereof shall, at the opinion of the Board, be forfeited to and be retained by the Metropolitan Government; and the holder of such permit together with his agents and employees who violated such terms and conditions shall be jointly and severally liable to the Metropolitan Government for all damages and loss suffered by it in excess of any money so forfeited and retained; but neither such forfeiture and retention by the Metropolitan Government of the whole or any part of such money nor the recovery or collection of such damages or both shall in any manner relieve such person from liability to punishment for any violation of any law, ordinance, provision of this code or rule or regulation of the Board or any other Metropolitan Department. In any case where a permit issued by the Board is to be exercised on park property, occupied by a museum, zoological or botanical society, the same will require approval of such society.

ORDINANCES

ARTICLE III. REGULATED ACTIVITIES

SECTION 13.24.080 HOURS:

No person shall, under any circumstances, enter for the purpose of remaining therein or remain in any park between the hours of 11:00 P.M. and one-half (1/2) hour before sunrise without general or special permission from the Board.

SECTION 13.24.090 ALCOHOLIC BEVERAGES:

- A. It shall be unlawful for any person to possess or have under his control any beer, ale or other alcoholic beverages in any park or recreation area under the supervision or control of the Board, except under such circumstances, in such places and at such times as the Board may, by their rules and regulations, determine, provided, that in no case may a person possess or have under his control beer, ale or other alcoholic beverages in any playground area, swimming pool, recreation center building or comfort station, (except as hereinafter provided). Proof of possession of beer, ale or other alcoholic beverages in a park or recreation area under the supervision and control of the Board shall be prima facie evidence of a violation of this section, and it shall be incumbent upon a person charged to prove by certified copies of the rules and regulations of the Board that an exception has been granted.

ORDINANCES

ARTICLE III. REGULATED ACTIVITIES

SECTION 13.24.090 ALCOHOLIC BEVERAGES:

B. Notwithstanding any other provisions of this Code, ordinances of the Metropolitan Government, Sections of this chapter or private acts, there is hereby permitted the sale and consumption of beer in parks and recreation areas under the supervision and control of the Board, subject to the following restrictions:

1. Beer may be sold and consumed only at municipally owned golf courses.
2. All provisions of Metropolitan Council Ordinances and this Code pertaining to the sale of beer at retail shall apply to the sale of beer at municipal golf courses; except that no beer shall be sold after 8:00 P.M. or before 8:00 A.M. weekdays, or before 1:00 P.M. on Sundays.
3. Beer may be sold for consumption on premises of any property leased from the Board of Parks and Recreation for use by a professional athletic team. The permit shall be valid only when the facilities are being utilized for professional baseball activities. All distance requirements set forth in Chapter 5, Article IV of the Metropolitan Code must be met by the applicant prior to issuance of the beer license.

ORDINANCES

ARTICLE III. REGULATED ACTIVITIES

SECTION 13.24.100 BATHING AND SWIMMING:

No person shall bathe, wade or swim on any waters under the supervision and control of the Board except at such times and in such places as the board may designate or maintain as bathing areas. Appearing in bathing costume or any other than ordinary attire, except in such areas, is prohibited and no person shall bathe, wade or swim or appear in any such area unless covered with a bathing suit properly supported with straps or other devices which must be kept in place at all times. No person shall dress or undress in any park except in such bathhouses as may be designated or maintained for that purpose.

SECTION 13.24.110 BOATING:

- A. No boat or vessel shall be laid up, stored, repaired or placed for any other purpose on park land except by permits.
- B. No person shall operate a boat propelled by sail or steam, naphtha, gasoline, electric or other motor or engine, or row or paddle a row boat, canoe, or raft in, on or upon any waters under the supervision and control of the Board unless able to control or handle the same with safety to himself or other occupants thereof, or otherwise than in a careful or prudent manner and at a rate of speed so as not to disturb the reasonable comfort or endanger the property of another or the life and limb of any person, or in such manner as to annoy or endanger occupants of other boats. No person shall stand up in or rock any boat or canoe.

ORDINANCES

ARTICLE III. REGULATED ACTIVITIES

SECTION 13.24.110 BOATING (continued):

- C. No boat of any class shall land upon the shores of any park except at such locations as may be designated or maintained as landing places, except in an emergency.
- D. Boating of any kind in a bathing area is forbidden.
- E. All rules and regulations which have been proclaimed and adopted by the State Game and Fish Commission as to the operation of vessels on portions of Old Hickory Lake are herein adopted as if they were set out in the entirety.
- F. The Metropolitan Board of Parks and Recreation is authorized to adopt rules and regulations concerning the use of Riverfront Park for the docking and anchoring of boats. These rules and regulations may include a rate schedule which allows for the charging of a reasonable fee for such use of the park facility, as well as a reasonable fee for the permitting of all boats docking or anchoring at Riverfront Park. The rules and regulations adopted by the Board of Parks and Recreation may further include a procedure for their proper enforcement, provided such rules and regulations shall not be effective unless approved by the adoption of a resolution of the Metropolitan County Council.

ORDINANCES

ARTICLE III. REGULATED ACTIVITIES

SECTION 13.24.110 BOATING (continued):

1. No person shall operate a boat at Riverfront Park in violation of the rules and regulations established by the Board of Parks and Recreation. Persons operating boats contrary to such rules and regulations shall be charged with a violation of the applicable rule.
2. Each violation of the rules and regulations concerning the docking or anchoring of boats at Riverfront Park, adopted by the Board of Parks and Recreation and filed with the Metropolitan Clerk, shall constitute a separate offense. Each day any violation occurs shall also be considered as a separate offense. Each offense shall be punishable pursuant to the provisions of Section 1.24.010 of the Metropolitan Code of Laws.

SECTION 13.24.120 ANIMALS - PROTECTION REQUIREMENTS:

- A. No person shall, within any park, molest, kill, wound, trap, hunt, take, chase, shoot or throw missiles at, remove or have in his possession, any feral animal, reptile, bird, bird's nest or squirrel's nest, or remove the young of any such animal or the eggs or young of any such reptile or bird, or knowingly buy, receive, have in his possession, sell or give away any such animal, reptile, bird or egg so killed or taken.

ORDINANCES

ARTICLE III. REGULATED ACTIVITIES

SECTION 13.24.120 ANIMALS - PROTECTION REQUIREMENTS (con't.):

- B. No person shall feed animals in any zoo area, except unconfined squirrels, sparrows, pigeons and ducks. No person shall throw anything whatsoever into any animal cage or enclosure or tease, annoy, frighten, molest or injure in any manner any animal or bird whether confined or otherwise.

SECTION 13.24.130 ANIMALS - RUNNING AT LARGE:

- A. No person owning or being custodian or having control of any animal shall cause or permit such animal to go at large in the park. A dog may be brought into a park, provided that such dog shall be continually restrained by a leash not exceeding six feet in length; except, that no dog or other animal shall be permitted in buildings or in zoos, playgrounds, bathing and other areas designated by signs as prohibited areas.
- B. Any animal found at large may be seized and impounded or disposed of pursuant to the laws or ordinances of the State and the Metropolitan Government in relation to the disposal of stray animals on the highways or other public places.
- C. No person having the care or charge of any dog or other animal shall permit such animal to enter or drink the water of any drinking fountain, lake or pond in any park except at places designated or maintained therefor.

ORDINANCES

ARTICLE III. REGULATED ACTIVITIES

SECTION 13.24.140 CONSTRUCTION WORK:

- A. No person or agency shall perform construction work or any kind of work incidental thereto to any park without a permit or under a contract with the Board.
- B. No person shall erect or maintain projections on, over, or under any park without first obtaining a permit therefore from the Board, and upon such terms and conditions, and without making such compensation to the Metropolitan Government as the Board may determine.

SECTION 13.24.150 EXHIBITIONS AND CONTESTS:

- A. No person shall erect any structure, stand or platform, exhibit any dramatic performance or the performance, in whole or in part, of any interlude, tragedy, comedy, opera, ballet, play, farce, minstrelsy, dancing, entertainment, motion picture, public fair, circus, juggling, rope-walking or any other acrobatics or show of any kind or nature, or parade, drill or maneuver of any kind, or run or race any horse or other animal or being in or on a vehicle, race with another vehicle or horse whether such race is founded on any stake, bet or otherwise, or hold any athletic contest, in any park except in accordance with the rules and regulations of the Board.
- B. The Board shall adopt, promulgate and enforce such rules and regulations consistent with the proper use and protection of the park property under its supervision and control.

ORDINANCES

ARTICLE III. REGULATED ACTIVITIES

SECTION 13.24.160 FIRES AND LIGHTED CIGARETTES:

- A. No person shall kindle, build, maintain or use a fire except in fireplaces provided or in self-supporting barbecue grills or stoves in designated picnic areas or under special permit. Any fire shall be continuously under the care and direction of a competent person over twenty-one years of age from the time it is kindled until it is extinguished, and no fire shall be built within ten feet of any tree or building, or beneath the branches of any trees or in any underbrush.
- B. No person shall throw away or discard any lighted match, cigar or cigarettes in any park, or park-street. Cigars, cigarettes and matches shall be extinguished and deposited in a suitable container provided for the reception thereof.

SECTION 13.24.170 FISHING:

Fishing is prohibited in any waters under the supervision and control of the Board, except in such areas as are designated or maintained as fishing areas. No person shall have in his possession or take or attempt to take any fish in any such waters except in such designated areas, or at any time throw missiles at any fish, or place in such waters and piscivorous fish, poison or other substance injurious to fish.

ORDINANCES

ARTICLE III. REGULATED ACTIVITIES

SECTION 13.24.180 GAMES:

No person shall in any park throw, cast, catch, kick or strike any baseball, golf ball, tennis ball, football, basketball, bowling ball, croquet ball, bean bag or other object, nor shall any person engage in any sport, game or competition, in places specifically prohibited.

SECTION 13.24.190 HORSES AND BEASTS OF BURDEN:

No person shall use, lead, ride or drive a horse or other beast of burden in any park, except on designated bridle paths, or along routes customarily used for access to and from bridle paths, unless otherwise authorized by the Board. Driving or riding on a bridle path in a reckless manner is prohibited. Horses shall be well broken and constantly held in such control that they may easily or quickly be turned or stopped. No person shall permit any horse owned by him, or in his care or custody, to be unbridled or left unattended in any unclosed space, without being securely fastened.

SECTION 13.24.200 MEETINGS, ASSEMBLIES AND CEREMONIES:

A. No person shall erect any structure, stand on platform, hold any meeting, perform any ceremony, make a speech, address or oration, or exhibit or distribute any sign, placard, notice, declaration or appeal of any kind or description, in any park except by permit issued by the Board.

ORDINANCES

ARTICLE III. REGULATED ACTIVITIES

SECTION 13.24.200 MEETINGS, ASSEMBLIES AND CEREMONIES (con't.):

- B. Upon application, such permit will be issued unless:
1. The use for which the permit is sought is of a private or commercial nature; or
 2. The location selected is not suitable because the area is specially landscaped and planted with botanical, flowers, shrub or tree exhibits; or
 3. The location selected is not suitable because it is one of the specialized park use areas such as zoos, skating rinks, swimming pools, recreational, etc.; or
 4. The date and time requested has previously been allocated by permit, or would obstruct and interfere substantially with park use and enjoyment by the public.
- B. Whenever a permit is denied by reason of paragraphs (2), (3) or (4) of subsection (b) above, alternative suitable locations and dates shall be offered to the applicant.

ORDINANCES

ARTICLE III. REGULATED ACTIVITIES

SECTION 13.24.210 PEDDLING:

No person shall, in any park or to any person in any park, exhibit, sell or offer for sale, hire, lease or let out any object or merchandise, or anything whatsoever, whether corporeal or incorporeal tickets for entertainment or other affairs of any description included, except under a permit issued by the Board. For advertising commercial or publicity purposes, no person shall take moving pictures or photographs within the limits of any park, or buy or sell or publish the negatives thereof or the prints therefrom or exhibit such negatives or prints in public, or use pictures or photographs of any park or park structure, or perform any personal service for hire in any park, except under a permit or otherwise than in accordance with the terms of such permit. Possession of objects or merchandise in quantities, packages or containers customarily associated with peddling shall be deemed to be prima facie evidence of exhibiting or offering for sale.

SECTION 13.24.220 PICNICS:

The Board is authorized to adopt, promulgate and enforce rules and regulations governing picnics or outings consistent with the proper use and protection of park property. Such authority shall include but not be limited to regulating the time, place and manner where picnics or outings may be held and may include the issuance of permits therefore.

ORDINANCES

ARTICLE III. REGULATED ACTIVITIES

SECTION 13.24.230 SKATING AND SLEDDING:

A. No person shall use roller skates in any park except at such times and upon places as may be designated or maintained therefore, or skate, sled, walk or go upon any ice, or snowshoe or ski or tow persons on skis, sleds or skates, except at such times and upon such places as may be designated or maintained therefore.

B. No person shall, in any park, coast with handsleds, bobs, carts, or other vehicles, on wheels or runners, except at such times and upon such places as may be designated therefore.

SECTION 13.24.240 MODEL AIRPLANES, BOATS AND AUTOS:

No person shall in any park engage in toy aviation, model boating or model automobiling, except at places designated or maintained therefore.

ORDINANCES

ARTICLE IV. VEHICLES AND TRAFFIC

SECTION 13.24.250 COMPLIANCE WITH POLICE AND PARK DIRECTIONS REQUIRED:

All persons shall at all times heed and comply with traffic directions of the police officers indicated by gesture or otherwise in using parks, and shall further comply with directions on traffic signs along the routes in the Parks. Directions on such traffic signs may be disregarded only on an order of a police officer. In parking spaces, all persons shall comply with the directions of a park employee.

SECTION 13.24.260 COMPLIANCE WITH STATE AND METROPOLITAN TRAFFIC LAWS REQUIRED:

No person shall operate a motor vehicle within any park area in violation of the laws of the State of the Metropolitan Government. Persons operating motor vehicles contrary to such laws shall be charged with violating the applicable statute of the state provisions of this Code.

SECTION 13.24.270 RECKLESS DRIVING PROHIBITED:

No person shall, in any park, operate or drive or propel, and no owner thereof shall cause or permit to be operated, driven or propelled, any vehicle recklessly or negligently or at a speed or in such a manner as to endanger or injure persons or property.

ORDINANCES

ARTICLE IV. VEHICLES AND TRAFFIC

SECTION 13.24.280 SPEED LIMITS:

A. No person shall drive a vehicle on a street within any park at a speed greater than is reasonable and prudent under the conditions then existing.

Where no specific hazard exists, the maximum speed limit in all parks shall be twenty (20) miles per hour, unless otherwise posted.

B. When official signs are posted indicating the speed limit in certain areas, it shall be unlawful for any person to drive or operate a vehicle in such areas in excess of the legal speed limit as posted.

SECTION 13.24.290 RESTRICTIONS ON CERTAIN VEHICLES:

A. Commercial Vehicles: Vehicles constructed or adapted for or engaged in the carrying of merchandise, including samples of merchandise, trucks and trailers are prohibited from using any park except where necessary to make deliveries in such park. Whenever service roads adjoin the main roadway to a park, such vehicles shall use the service roads set apart for such use. In all cases, such vehicles shall enter such parks from the nearest street intersection or entrance, in the direction of the traffic, and leave by the nearest intersecting street, or exit in the direction of the traffic.

B. Vehicles with Signs, etc.: Vehicles having any names, insignia or sign painted or displayed thereon for businesses or advertising purposes are prohibited in parks, except as provided in subsection (a) of this section. For purposes of identification, name and address only of the owner of the vehicles on the sides thereof in letters not more than two inches in height shall not be constructed as being displayed for business or advertising purposes.

ORDINANCES

ARTICLE IV. VEHICLES AND TRAFFIC

SECTION 13.24.290 RESTRICTIONS ON CERTAIN VEHICLES (con't.):

C. Carriers of Offensive Refuse or Heavy Materials: No garbage, ashes, manure or other offensive material shall be carried through any park. When such refuse is to be removed from premises fronting on any park, the vehicle collecting the same shall leave the park as soon as the collection has been accomplished, and by the shortest available route.

D. Omnibuses: No person shall drive or operate within any park any omnibus adapted for more than seven passengers, except under a permit. Omnibuses known as outing buses will be permitted to operate between the shortest possible routes from outside a park to deliver to or pick up its passengers from a picnic, bathing or other recreation area only if a permit to enter the park has been issued to the person sponsoring the outing, picnic, etc. Buses shall proceed over the route and to the parking space designated in the permit. Parking in the designated parking space will be limited to the time prescribed in the permit.

E. Hearses: No hearse or other vehicles carrying or used for carrying the body of a dead person shall enter or be allowed in any park, except by permit or in case of emergency.

ORDINANCES

ARTICLE IV. VEHICLES AND TRAFFIC

SECTION 13.24.300 AREAS OF VEHICLE OPERATION RESTRICTED:

No person shall in any park, drive or operate a vehicle within or upon a safety zone, walk, bridle path or any part of any park designated or customarily used for such purposes. No person shall ride a bicycle, velocipede or scooter in any park, except in places designated for such riding, but persons may push such machines in single file to and from such places, except on beaches.

SECTION 13.24.310 PARKING:

No person, in stopping or parking a vehicle in any park shall:

- A. Disobey a lawful and reasonable order of a park ranger or any park employee in the discharge of their duties or disobey or disregard the notices, prohibitions, instructions or directions on any park sign or parking meter, including rules and regulations of museums or zoological or botanical gardens posted on the grounds or buildings of such institutions.
- B. No person shall, between 11:00 P.M. and one-half hour before sunrise, stop or park a vehicle in a park, except at places designated or maintained therefore.

ORDINANCES

ARTICLE IV. VEHICLES AND TRAFFIC

SECTION 13.24.320 OPERATION OFF OF PAVED ROADWAY PROHIBITED - STALLED VEHICLES:

- A. No vehicle shall be operated or driven off the improved or paved roadways of any park or parkway unless so directed by a police officer or park employee.
- B. All stalled or disabled vehicles shall be removed from paved roadway in parks so as to prevent obstruction of traffic. If not so removed by the owners or operators, then such vehicles may be removed by the owners or operators, then such vehicles may be removed to the Metropolitan Government tow-in lot at the expense of the owners.
- C. No disabled vehicle shall be permitted to remain in a park for a longer period than twenty-four hours.

SECTION 13.24.330 OBSTRUCTING TRAFFIC PROHIBITED:

No person shall cause or permit any vehicle to obstruct traffic in any park, or stop such vehicle except at those places specifically designated or maintained for the purpose of stopping or parking, except in cases of emergency.

ORDINANCES

ARTICLE IV. VEHICLES AND TRAFFIC

SECTION 13.24.340 DRIVING INSTRUCTION PROHIBITED:

Instructions in operating automobiles or motorcycles is prohibited in parks at all times. Persons who may not lawfully operate a vehicle within the State of the Metropolitan Government area shall not drive or operate a vehicle within any park.

SECTION 13.24.350 HITCHHIKING:

No person shall, in any park or park street, attempt to stop, or stop by any visible or audible sign or signal, any vehicle for the purpose of soliciting a ride, except in case of emergency.

SECTION 13.24.360 SOLICITING PASSENGERS PROHIBITED - EXCEPTIONS:

No person shall solicit passengers for any automobile, coach, taxi, omnibus or other vehicle in any park, except in such areas as may be designated therefor, and only to the extent specifically designated. All chauffeurs, drivers and attendants of such vehicles shall remain in close proximity to their vehicles while the same are unloading, awaiting or loading passengers. In no case shall cruising or soliciting of passengers in a park be permitted.

SECTION 13.24.370 TOWING AND PROJECTING ARTICLES PROHIBITED - EXCEPTIONS:

A. No person shall cause or permit a vehicle to be towed by another vehicle in any park except, that in case of a breakdown, a disabled vehicle may be towed to the nearest exit. Licensed towing operators may enter such park in response to a call from an owner or operator of a disable vehicle. In all cases,

ORDINANCES

ARTICLE IV. VEHICLES AND TRAFFIC

SECTION 13.24.370 TOWING AND PROJECTING ARTICLES PROHIBITED – EXCEPTIONS (con't.):

such towing operators shall enter such park from the nearest street intersection or entrance, in the direction of traffic, and leave by the nearest intersection street or exit in the direction of the traffic.

B. No person shall operate or drive in any park a vehicle containing any person or object projecting or hanging outside or on the top therefor; except, that outdoor sports and recreation equipment, including but not limited to skis, ski poles, fishing rods, beach chairs, beach umbrellas, tent poles, toboggans and sleds, may be carried on the rear of such vehicle or on a rack designed for that purpose and attached to the top thereof; provided, that in all cases, fastenings shall be secure and substantial and such equipment so carried shall in no case project more than twelve inches above the top or to the rear of such vehicle.

SECTION 13.24.380 REPAIR WORK ON VEHICLES PROHIBITED:

No person shall in any park grease, lubricate or make repairs to any vehicle, except those of a minor nature and then only in cases of emergency.

ORDINANCES

ARTICLE V. UNLAWFUL ACTIVITIES

SECTION 13.24.390 ADVERTISING:

No person shall distribute, display, transport, carry or construct any flag, banner, sign, emblem, model, device, pictorial representation or any other matter within any park for advertising purposes. Nor, for the same purpose, shall any person display by means of aircraft, kite, balloon, aerial bomb, or any other device, any flag, banner, sign or any other matter above the surface of any park for advertising purposes, within the park. No person shall operate any musical instrument or drum or cause any noise to be made within any park for advertising purposes or for the purpose of attracting attention to any exhibition, performance, show or other spectacle. Provided, further, nothing herein shall be construed as to prohibit any gathering or function of a political or of a religious nature.

SECTION 13.24.400 AVIATION:

No person shall voluntarily bring, land or cause to descent or alight within or upon any park, any airplane, flying machine, balloon, parachute, or other apparatus for aviation. "Voluntarily", in this connection shall mean anything other than a forced landing. Any landing other than one caused by mechanical or structural failure of the aircraft or any of its parts shall be deemed to have been made voluntarily, and this shall include landings caused by error or oversight, negligence or failure to comply with F.A.A. regulations or rulings. This section is not to be construed in pari materia with Section 30A-1-24.

ORDINANCES

ARTICLE V. UNLAWFUL ACTIVITIES

SECTION 13.24.410 CAMPING:

No person shall tent or camp or erect or maintain a tent, shelter or camp in any park, except in those areas specifically designated by the Board for such purposes.

SECTION 13.24.420 COMMERCIAL FISHING:

No person shall take or attempt to take for commercial purposes any eels, fish or other forms of marine life in any park by using hand or power operated equipment, including but not limited to trawls, nets, dredges or eel combs. No person shall have in his possession in any park any hand or power operated equipment designed for or customarily used for the taking for commercial purposes of any form of marine life, nor shall any person have in his possession in any park, eels, fish or other form of marine life in quantities more than sufficient for personal use of the possessor, or which would violate limits set by the State Game and Fish Commission.

SECTION 13.24.430 DISORDERLY CONDUCT:

No person shall, in any park:

A. Disobey the lawful and reasonable order of a Park Ranger or park employee in the discharge of his duties or disobey or disregard the notices, prohibitions, instructions or directions on any park sign or parking meter, including rules and regulations of museums or zoological or botanical gardens posted on the grounds or buildings of such institutions.

ORDINANCES

ARTICLE V. UNLAWFUL ACTIVITIES

SECTION 13.24.430 DISORDERLY CONDUCT (con't.):

- B. Use threatening, abusive or insulting language.
- C. Do any obscene or indecent act.
- D. Throw, cast or propel stones or other missiles.
- E. Solicit alms, subscriptions, or contributions for any purpose.
- F. Interfere with, encumber, obstruct or render dangerous any part of a park.
- G. Climb or lie upon any wall, fence, shelter, seat, statue, monument or other structure.
- H. Do any act tending to or amounting to a breach of peace.
- I. Enter or leave any park facility except at established entrance ways or exits or at established times.
- J. Use or gain admittance to or attempt to use or gain admittance to the facilities in any park for the use of which a charge is made without paying the charge or price fixed by the Board.
- K. Engage in, instigate, or encourage a contention or fight, whether or not a ring or prize fight.
- L. Do, aid, abet or assist in doing any act injurious to any person, animal or property within any park not specifically prohibited herein.
- M. Act as crier or advertiser, through the media of voice, public address system or other mechanical device, in any park or in the vicinity of the same. (69-842.1)

ORDINANCES

ARTICLE V. UNLAWFUL ACTIVITIES

SECTION 13.24.440 EXPLOSIVES, FIREARMS AND WEAPONS:

No person shall bring into or have in his possession in any park any firearms, slingshots, firecrackers, torpedoes, fireworks or other missile propelling instruments or explosives, including any substance, compound, mixture or article having properties of such a character that alone or in combination or contiguity with other substances, mixtures, compounds or articles may propel missiles or may decompose suddenly and generate sufficient heat, sound, gas or pressure or any or all of these to produce rapid flames, combustion or noxious or dangerous odors or sounds such as to annoy any other person or to injure any person or property.

SECTION 13.24.450 GAMBLING:

No person shall play any games of chance, sell fortunes or futures, participate in the conduct of a lottery or use any slot machine, gaming table or instrument or bring into any park or have in his possession while there any implements, or devices commonly used, or intended to be used for gambling purposes.

SECTION 13.24.460 POLLUTING:

A. Littering. No person shall take into, carry through, leave in or throw, cast, lay, drop, or discharge into or on any park any rubbish of any sort, including but not limited to ashes, dross, cinders, shells, fruits, fruit skins, vegetable foodstuff, paper, pasteboard, dirt, sand, oil, grease, clay, loam, stone or building rubbish, hay, straw, oats, sawdust, shavings or manufacturing trade or household waste, vehicles or parts thereof as junk, old iron or other

ORDINANCES

ARTICLE V. UNLAWFUL ACTIVITIES

SECTION 13.24.460 POLLUTING (con't.):

metal or objects made therefrom, or sick, diseased or dead animals, organic refuse or other offensive matter, including swill, brine, urine, offal, fecal matter, garbage or rubbish. The placing except in receptacles provided for refuse, or using for any other purpose than reading of newspapers or other papers in a park is prohibited. No person shall throw, cast, lay or deposit any bottle or piece of crockery, or any glass or glassware or any part thereof, or metallic or other substance with sharp edges or projections in any park. No person shall place household refuse and garbage in receptacles which are provided solely for newspapers and litter resulting from normal park use.

B. Spitting: No person shall in any park or park street, spit upon any walk, crossing, safety zone, structure, bridge, platform, stairway or floor of any building or structure.

C. Polluting Waters: No person shall throw, cast, lay, drop or discharge into or leave in the waters used for bathing or waters in any park or in any storm sewer or drain flowing into such waters any substance, matter or thing, liquid or solid, which may or shall result in the pollution of such waters.

ORDINANCES

ARTICLE V. UNLAWFUL ACTIVITIES

SECTION 13.24.460 POLLUTING (con't.):

D. Discharging into Sewers: No person shall discharge, directly or indirectly, into any opening or into any gutter leading into any sewer, receiving basin or drain, in or leading into any park, any gas or vapor or any substance which may form a deposit tending to choke the same, or any volatile liquid which will emit an inflammable vapor, or any steam or hot water above one hundred degrees Fahrenheit.

SECTION 13.24.470 HUNTING AND TRAPPING WILDLIFE CARRYING FIREARMS:

A. It is unlawful for any person to hunt or trap any of the game or fowl within any parks located within the area of the Metropolitan Government, which are under the jurisdiction and control of the Board of Park Commissioners.

B. It is unlawful for any person, other than an official park policeman on duty or other law enforcing officer to carry or discharge a firearm of any description or any BB gun or air rifle within any of the parks of the Metropolitan Park System, which are under the jurisdiction of the Board of Park Commissioners.

SECTION 13.24.480 PLANT LIFE - DISTURBING, REMOVING OR DESTROYING:

A. No person shall in any park destroy, cut, break, deface, mutilate, injure, disturb, sever from the ground or remove any growing thing, including but not limited to any plant, flower, flower bed, shrub, tree, growth or any branch, stem, fruit or leaf thereof; or bring into or have in his

ORDINANCES

ARTICLE V. UNLAWFUL ACTIVITIES

SECTION 13.24.480 PLANT LIFE - DISTURBING, REMOVING OR DESTROYING (con't.):

possession in any park any tool or instrument intended to be used for the cutting thereof, or any garden or agricultural implements or tools which could be used for the removal thereof; or pile or maintain any material or debris of any kind against or upon the same; or attach any rope, cable or other contrivance thereto; or set fire to any trees, shrubs, plants, flowers, grass, plant growth or living timber; or suffer any fire upon land to extend into park lands; or hitch any horse or other animal to or leave the same standing enough to injure any tree, shrub, lawn or grass plot; or go upon any prohibited lawn, grass plot or planted area, except at such times and in such manner as the Board may designate.

B. No person shall bring into or have in his possession in any park any tree, shrub or other plant or any branch, stem, flower or leaf thereof.

C. No person shall attach any posters or directional signs to trees.

SECTION 13.24.490 PROPERTY - REMOVING OR DESTROYING:

No person shall injure, deface, displace, remove, fill in, raise, destroy, or tamper with any drive, path, walk, bridge or approach thereto; take up, remove or carry away any asphalt, curb, flagstone, rock, stone, gravel, sand, clay or earth; make any excavation of any kind, name or nature; harvest, cut, injure or remove any ice, or injure, mutilate, deface, displace, remove or destroy any wall, fence, shelter, seat, statue, monument or other structure, building, post, railing, bench, seat, platform, stand, tree, guard, telephone, telegraph, pipe or main for conducting gas, water or wires, or any hydrant, sewer, drain, pipe,

ORDINANCES

ARTICLE V. UNLAWFUL ACTIVITIES

SECTION 13.24.490 PROPERTY - REMOVING OR DESTROYING (con't.):

main, receiving basin, covering, manhole or vent forming a part thereof, or any appurtenance or appendage conforming therewith, or any other property or equipment, real or personal, owned by the Metropolitan Government or under the supervision or control of the Board or appertaining to the creation, government, use or maintenance of any park; or injure, deface, displace, remove or destroy any sign, notice, inscription, post or monument erected or marked for any purpose, or any milestone, danger sign or signal, guide sign or post, or any signaling device, sanctioned, installed or placed by the Board, by the Police Department or Traffic and Parking Commission of the Metropolitan Government within any park for the purpose of directing, restricting or regulating traffic, establishing zones or giving information or directions to the public; or interfere with any lamp, lamp post, gas or electric light apparatus or light, or extinguish the light therein, or attach string, adjust or suspend any wires or similar objects on or over any part of any park.

3000 POLICIES

3000.1 NAMING OF PARKS (amended September 12, 2006)

I. Purpose:

The purpose of this policy is to establish a systematic and consistent approach for the official naming of parks, recreational areas and facilities.

II. Objectives:

- Ensure that parks, recreational areas and facilities are easily identified and located.
- Ensure that names given to parks, recreational areas and facilities are consistent with the values and character of the area or neighborhood served.
- Encourage public participation in the naming of parks, recreation areas and facilities.

III. Definition:

Parks, recreational areas and facilities – includes all property assets under the City’s ownership and under the control of the Parks Department including buildings, structures, open spaces, public parks, natural areas, wetlands, environmental habitats and land.

IV. Criteria:

The policy of the Parks Department is to name parks, recreation areas and facilities through an adopted process utilizing established criteria emphasizing community values and character, local history, geography, environmental, civics and service unique to the City of Nashville.

3000 POLICIES

3000.1 NAMING OF PARKS (amended September 12, 2006)

IV. Criteria:

- A. The following criteria shall be used in determining the appropriateness of the naming designation:
 - 1. Geographic location (neighborhood, significant areas, etc.)
 - 2. Natural features
 - 3. A person (non-living) or place of historical or cultural significance
 - 4. A person (non-living), group, or feature particularly identified with the land or facility
- B. The process to name parks, recreation areas and/or facilities should begin within 12 months after the City has acquired title to the land and/or formally accepted the gift.
- C. Conditions of property donation as agreed upon by the donor and the City shall be honored regarding the naming of the parks, recreation areas and facilities subject to these adopted policies.
- D. Names that are similar to existing parks, properties or facilities in the City system (or other systems in the Metro area) should not be considered in order to minimize confusion.
- E. In the case of parks where only geographic, conceptual or other generic names exist or have been proposed, and when such names are not of special historical or geographical significance to the neighborhood; nominations may be made to name a park or park facility for a local or community leader (non-living).

3000 POLICIES

3000.1 NAMING OF PARKS (amended September 12, 2006)

IV. Criteria:

- F. When park property is named for an individual, this action in no way gives the family members naming rights over other features on the property. Features within the facility or on the property will remain eligible for naming without the consent of the individual or family members for which the property is currently named. This matter will be clearly outlined in the written agreement at the time of the naming.
- G. Nominations will be accepted and considered only when received from community-based organizations which have been in existence a minimum of three years, e.g. advisory councils, neighborhood associations, youth service agencies, churches, elected and/or appointed bodies, etc. The nominating organization will be required to provide information about its history. A formal vote of the organization's executive board must be taken, and the family of the honoree must agree with the proposed recognition.
- H. Nominations will not be accepted from any individual person including elected officials. The only exception to this policy is when a significant financial contribution is made and the naming is a condition of the gift.

3000 POLICIES

3000.1 NAMING OF PARKS (amended September 12, 2006)

IV. Criteria:

- I. The Department will not consider a naming request if any of the following conditions are present:
 1. Duplicates the name of another park or park feature;
 2. Endorses or advocates religion or a specific religious belief;
 3. Has obscene connotations; or
 4. Demeans, intimidates or maliciously portrays any racial and ethnic group.

- J. Requests will not be considered when submitted by an individual or a group for self-nomination. The only exception to this policy is when a significant financial contribution is made and the naming is a condition of the gift.

- K. When new park property is proposed, acquired or constructed, the property may be given a temporary, unofficial name until a formal petition is submitted by a community based group on the basis of the criteria and procedures outlined in this policy. The temporary name will be designated by the Parks Department for the purpose of administration and accounting.

- L. No park once named may ever be changed.

- M. All community centers will retain the name of the park in which they are located.

3000 POLICIES

3000.1 NAMING OF PARKS (amended September 12, 2006)

V. Procedure:

A. Naming of Parks, Recreation Areas and Facilities

1. A request for naming of a park, recreational area or facility shall be submitted in writing to the Parks Board through the Parks and Recreation Department
2. Those submitting a naming request should show how the proposed name is consistent with the criteria stated in this policy. When naming after a person or persons, the application will describe the contributions to the City. Written documentation of approval by next of kin to be honored (if available/possible) is required as part of the proposal.

Staff will review the proposal for adherence to the stated criteria and authentication of statements relative to contributions in the case of an individual before forwarding to the Parks Board. If the request is incomplete, staff will contact the applicant, in writing, and provide them with the opportunity to resubmit a revised request.
3. The Parks Board will offer the opportunity for public input on the proposed naming.
4. The Parks Board can initiate the naming process whenever deemed necessary and/or in the best interest of the City.
5. In the absence of any naming requests, the Parks Board shall adhere to criteria stated in this policy in recommendation of name.

POLICIES

3000.2 USE OF FACILITIES ON A REGULAR AND PERMANENT BASIS (formerly titled USE OF FACILITIES BY RELIGIOUS ORGANIZATIONS – amended October 6, 2009)

I. Purpose: the purpose of this policy is to ensure that all potential users of parks facilities shall have an equal opportunity to apply for use of such facilities, which applications are granted on a first come, first served basis. In furtherance of this purpose, this policy aims to ensure that no one particular user be allowed to tie up the use of a particular facility on a regular and permanent basis such that access to that facility would be effectively unavailable to other potential applicants for use of the same facility.

II. No park facility may be used for an activity, other than a Recreational Activity, as defined below, on a Regular or Permanent Basis (as defined below) during regular operating hours; such use for a non-Recreational Activity, on a Regular and Permanent Basis will only be granted on an Emergency Basis, as defined below. Non-Recreational Activities occurring after regular operating hours, as all other after hour reservations, are subject to availability of staff and payment of appropriate usage fee.

III. Definitions.

A. **“Recreational Activity”** means an activity authorized by the Board of Parks and Recreation, where the use of the park facility in question serves a recreational purpose at a facility for which that activity was specifically designed.

POLICIES

3000.2 USE OF FACILITIES ON A REGULAR AND PERMANENT BASIS (formerly titled USE OF FACILITIES BY RELIGIOUS ORGANIZATIONS – amended October 6, 2009)

III. Definitions.

- B. **“Regular or Permanent Basis”** shall mean the use of the same facility at the same hour, daily, weekly or at some other regular interval of time, for more than a three month period.
- C. **“Emergency Basis”** means where sufficient cause of the need of the permitted user to use the space on a Regular or Permanent basis is proven such as the occurrence of a fire, the demolition of building, or some other emergency event that causes the proposed user of the parks facility to need regular access to that facility on an emergency basis. In the case of such an emergency, the facility may not be used for said activity on a for a period exceeding six months period or the duration of the emergency, whichever is shorter.
- IV. Nothing in Policy No. 3000.2 shall be construed to prevent a proposed user of a park facility for such a non-Recreational Activity from submitting a subsequent application for additional uses of a park facility after the applicant has completed two months use of such facility at regular intervals.
- V. For the purpose of policy Section 3000.2, no permit shall be required for a group of 25 people or less in Regional, Community and Neighborhood Parks (as defined in the Parks Master Plan). In Mini or Pocket Parks, (as defined in the Parks Master Plan) no permit shall be required for a group of 15 people or less.

POLICIES

3000.3 MASS GATHERINGS (INCLUDING RELIGIOUS AND POLITICAL)

Section 1: No person shall erect any structure, stand on any platform, hold any meeting, perform any ceremony, make a speech, address or oration; exhibit or distribute any sign, placard, notice, petition, declaration, or appeal of any kind or description or conduct any type of solicitation in any park except by Board approval at a regularly scheduled monthly board meeting, as permitted by this regulation.

Section 2: Any person, corporation, association or group shall be authorized to use Riverfront Park, the bandshells and surrounding areas designated as the bandshell area in Centennial Park and Hadley Park, without Park Board approval, upon submitting an application and complying with Section 3 of this Regulation.

Section 3: Any person, corporation, association or group applying for a permit to use any park shall:

- i. File an application provided by the Staff of the Metropolitan Board of Parks and Recreation. The application must contain the specific location in the park that will be used. Any application that does not specify a particular location will be denied.

Applications must be filed a minimum of seven (7) days prior to a regularly scheduled meeting of the Park Board (Park Board meets the first Tuesday of each month).

POLICIES

3000.3 MASS GATHERINGS (INCLUDING RELIGIOUS AND POLITICAL)

- ii. Submit a deposit based on established fee schedule which shall be refunded not later than at the end of the next working day if all debris, litter, signs, notices, placards, etc. have been removed from the area and no damage has been inflicted to park property.
Event organizers are subject to billing for damages and labor costs for any associated cleaning.
- iii. Pay the required rental fee for use of bandshells and Riverfront Park.
- iv. Hire one (1) off duty Park Ranger for a minimum of four (4) hours at an hourly rate of established fee in effect at the time of the event,
and such other off-duty Park Police, for the same number of hours at the same rate, as may be determined to be necessary by the Director or Assistant Director/Parks. Said payments shall be made to the Parks Department, who shall in turn be responsible for paying the officers.

Section 4: Notwithstanding anything to the contrary herein, applications with a crowd expectancy in excess of area capacity, as determined by Parks Department staff, must be presented to the Board for approval, and shall be subject to such additional requirements as may be necessary to protect park property.

POLICIES

3000.3 MASS GATHERINGS (INCLUDING RELIGIOUS AND POLITICAL)

Section 5: Upon application, applications will be approved unless:

- i. The use for which the permit is sought is of a private or commercial nature; or
- ii. The location selected is not suitable because the area is specifically landscaped and planted with botanical, flowers, shrub or tree exhibits; or
- iii. The location selected is not suitable because it is one of the specialized park use areas such as zoos, skating rinks, swimming pools, recreation, etc; or
- iv. The date, time, and location requested has been allocated by permit, or would obstruct and interfere substantially with park use and enjoyment by the public.

Section 6: Whenever a permit is denied by reason of paragraphs (ii), (iii) or (iv) above, alternative locations and/or date shall be offered to the applicant.

POLICIES

3000.4 USE OF FACILITIES BY COMMERCIAL GROUPS

No commercial activity or groups will be permitted use of any park or community center, unless the Board approves such permit and applies appropriate fees, or co-sponsors the activity, seeks out the activity, or after being approached by the commercial group, deems it beneficial to the Parks and Recreation Department.

POLICIES

3000.5 USE OF PARTHENON AFTER OPERATING HOURS

- A. Governmental functions shall be permitted to use the Parthenon for events after operating hours at no fee. The only other requests for use of the Parthenon after operating hours that will be considered are those made by the Olympian Members of the Parthenon Patrons Foundation. These members are allowed to host one annual event in the Parthenon as a benefit of their annual membership fee.
- NOTE: It is understood that the Parks Department will be reimbursed for all expenses related to the event.
- B. It shall be the responsibility of the staff to grant permission for use of the Parthenon steps for any functions it deems feasible.

POLICIES

3000.6 PARTHENON ACQUISITIONS AND LOAN POLICY

It is the policy of the Parthenon to collect only those paintings, photographs, artifacts and archival materials which reflect the historical setting of the Parthenon and those works of art which demonstrate the development of fine arts in North America. The Parthenon should collect only those items of that nature that it is able to care for, preserve, store and exhibit in a manner acceptable to the museum field at large.

The following guidelines shall prevail concerning acquisition by gift of object(s) to the museum:

1. There shall be no restrictions as to an object's use or ultimate disposition.
2. Each object shall have attached an appraisal mutually acceptable to the donor and to the museum.
3. No museum staff member or affiliate shall provide such an appraisal nor recommend an appraiser.
4. Any gift shall be fully tax deductible to the extent allowed by law, but such deduction shall be strictly between the donor and the Internal Revenue Service.

POLICIES

3000.6 PARTHENON ACQUISITIONS AND LOAN POLICY

The following guidelines shall prevail concerning acquisition by purchase:

1. Any object or group of objects whose cost is \$1,000 or less must be approved by the Parthenon Director, upon the recommendations of the curatorial staff.
2. When purchase of any object or group of objects whose cost is expected to exceed \$1,000 shall be considered, the Board shall activate a Special Acquisition Committee to assist the Museum Director and Staff in selecting available objects for potential approval by the Board.
3. The Museum Director shall report from time to time all new acquisitions for the approval of the Board, and no material will be taken into the Parthenon's collections until so approved.

POLICIES

3000.6 LOAN POLICY FOR PARTHENON'S COLLECTIONS

The function of the Parthenon's art collections is both aesthetic and educational. The museum's responsibility is to preserve and protect these works for this and further generations and to exhibit them for the aesthetic and educational enrichment of the public. Requests for loans from the Parthenon's collections shall be considered on an individual basis, taking into consideration reason for loan, duration of requested loan and other variables that may affect the object. All requests for loans from the Parthenon's collections shall be addressed in writing to the Director of the Parthenon. The Director shall review all requests in advance and, after consultation with curatorial Staff, make recommendations to the entire Park Board.

Guidelines:

1. Loans to exhibitions of a scholarly nature receive higher priority than "theme" exhibitions.

POLICIES

3000.6 LOAN POLICY FOR PARTHENON'S COLLECTIONS

Guidelines con't.:

2. Loans solely for the sake of exposure to a new or wider public are looked upon with disfavor by conservators.
3. Loans within Metro Government shall be requested in writing and will be considered quarterly by the Parthenon Director and curatorial staff. Costs associated with inter-departmental loans will be billed to the borrowing department.
4. Loans shall be for a maximum of two (2) years unless the nature of the piece restricts its display to a shorter time period, (i.e., works on paper).
5. All loans subject to approval by a qualified conservator.
6. All loans subject to receipt of approved facility form (to be provided by Parthenon Registrar and completed by institution requesting loan).

POLICIES

3000.6 LOAN POLICY FOR PARTHENON'S COLLECTIONS

Conditions of loans:

If loan is approved, then the borrower must:

1. Pay all insurance, transportation and handling charges from wall to wall, and crating expenses should they be necessary.
2. Pay a fee for installation should Parthenon staff be asked to perform this service (this condition may be waived in certain cases at the discretion of the Director).
3. Pay for any restoration of the work and/or frame and for matting and framing whenever applicable.
4. Label the work as being on loan from the Parthenon, with the proper credit line to be supplied by the Registrar of the Parthenon.
5. Acknowledge receipt of the work or works and complete condition reports upon receipt and at the end of each year of the loan, forms to be supplied by the Registrar of the Parthenon.
6. Report to the Registrar of the Parthenon any change in the condition of a work on loan and arrange for the return to the Parthenon of any damaged work.

POLICIES

3000.6 LOAN POLICY FOR PARTHENON'S COLLECTIONS

Conditions of loans:

7. Be given a copy of the Parthenon's loan policy and acknowledge having read it by signing a statement to this effect.
8. Notify the Registrar in advance of the works being returned to the Parthenon and make proper arrangements for its transportation subject to the approval of the Registrar.
9. The Parthenon reserves all reproduction rights. This reservation may be waived in certain circumstances when request is made to the Parthenon in writing.

POLICIES

3000.7 RULES AND REGULATIONS GOVERNING THE USE OF RIVERFRONT PARK

- I. Riverfront Park
 - A. Applications will be considered on a first come, first serve basis and will not be taken more than 12 months in advance. The Board of Parks and Recreation has first priority in scheduling events at Riverfront Park.
 - B. Riverfront Park areas that shall be considered for reservation are The amphitheaters at either end of the park area and the entire Riverfront Park area inclusive of the two amphitheaters. Note that the parking lot, the arrival court, Fort Nashborough, the pleasure boat docking facilities, the commercial boat docking area(s), the brick sidewalk adjacent to the arrival court and the sidewalk east of 1st Avenue North are not considered part of Riverfront Park for this purpose.
 - C. Any non-profit group and/or organization may reserve Riverfront Park for no more than one event per month unless otherwise approved by the Board.
 - D. Rental fees are not refundable except upon cancellation of event a minimum of sixty (60) days prior to date of event. Cancellation because of inclement weather will not be considered an exception to this rule. If cancellation occurs because of weather, every attempt will be made to reschedule.

POLICIES

3000.7 RULES AND REGULATIONS GOVERNING THE USE OF RIVERFRONT PARK

- E. Fees, as stated in section 4000.15 of fees and charges, for use of Riverfront Park shall cover use of the restrooms and available utilities. Permit holder is responsible for ALL cleanup relative to the event.
- F. The Board of Parks and Recreation reserves the right to require the permit holder to provide at their expense as many off-duty Park Police the Department deems necessary to assure the safety of the public and the Park. This cost is over and above the rental fee stated above. Arrangements can be made through the office of the Park Police. Police Officers may be hired if an adequate number of Park Police are not available.
- G. Acquiring all necessary food and beverage licenses and adhering to all rules and regulations of the Board of Parks and the city of Nashville are the responsibility of the permit holder.
- H. All signage, advertising, publicity, exhibits or displays to be used must have prior approval of the Board of Parks staff.
- I. All programs must have scheduled hours and must begin and end at those times. All events must end no later than 11:00 P.M. and the general public must be out of the Park by 12:00 A.M.
- J. All sound amplification must be maintained at a level deemed acceptable by the Board of Parks staff. Appropriate park personnel will have the authority to require lowering of the sound level and/or changing direction of the speakers.

POLICIES

3000.7 RULES AND REGULATIONS GOVERNING THE USE OF RIVERFRONT PARK

- K. No vehicles shall be allowed to remain on the ramp or the deck area at any time. Vehicles may be driven onto the deck area for loading and unloading but must be immediately removed. Vehicular access to the ramp must never be blocked. Vehicles violating these regulations are subject to towing at owner's expense.
- L. Permit holder is required to have the permit in possession during the event and is required to show it if requested.
- M. Alcoholic beverages are not permitted in the Park, unless previously approved by the Park Board, the Metro Beer Board and/or any other required agencies.

POLICIES

3000.7 RULES AND REGULATIONS GOVERNING THE USE OF RIVERFRONT PARK

II. Pleasure Floating Dock

A. Pleasure boat transit mooring only.

B. Mooring:

1) limited to a maximum of 72 hours.

2) Twenty-four (24) hours must lapse prior to subsequent moorings.

3) Parks reserves the right to make exceptions to A and B for "major" special events held in Riverfront Park.

C. No attendant on duty. Mooring at your own risk. Parks will not be responsible for any thefts, personal injuries, or property damages occurring to or on moored boats.

D. Moorage of only one boat width allowed without special permission of Parks.

E. Drinking or possession of alcoholic beverages or non-prescribed controlled substances prohibited on dock and in Riverfront Park.

F. No fishing or diving permitted from dock or moored boats.

G. An electrical usage fee shall be charged for each twenty-four (24) hour period of mooring.

POLICIES

3000.7 RULES AND REGULATIONS GOVERNING THE USE OF RIVERFRONT PARK

III. Commercial and Transit Docks

- A. No individual or organization shall use the Commercial or Transit Docks without first obtaining a berthing license from the Board of Parks and Recreation.
- B. The berthing license shall include a description of the berthing facilities, the vessels subject to the agreement, the allowed use of the facilities, the term of the license, required usage fees, insurance requirements, and all other terms and conditions under which the license may be held.

POLICIES

3000.8 SKATING AND COASTING:

All park roads are designated for skating and coasting use unless specifically prohibited by the Parks' Department. Skating and skateboarding are prohibited on Parthenon steps and plaza.

POLICIES

3000.09 JURISDICTION, DUTIES AND OFF-DUTY EMPLOYMENT PARK POLICE:

SECTION 1

Section 11.1005 of the Metropolitan Government Charter provides that the Park Board may employ custodial personnel who shall be designated as special police by the chief of police, without obligation to give a public officer's liability bond, and whose jurisdiction as special police shall be limited to the area of parks, playgrounds, and other recreational areas.

SECTION 2

Custodial personnel employed by the Park Board as special police shall be designated as Park Police. The special police commissions issued to Park Police by the chief of police permit Park Police to exercise police powers **only** in parks and recreation areas.

SECTION 3

Park Police **may** respond outside their jurisdiction as defined above **only** to a dispatchers call to assist an officer in serious danger (CODE 5000) and only if the ranger(s) is within the immediate vicinity of one-half mile or less of where the incident is occurring.

An incident report shall be filed with the Park Police Captain or Lieutenant on all action taken and calls handled under this section within twenty-four hours of the incident.

POLICIES

3000.09 JURISDICTION, DUTIES AND OFF-DUTY EMPLOYMENT PARK POLICE:

SECTION 4

It shall be the duty of all Park Police to enforce the laws of the State of Tennessee, the ordinances of the Metropolitan Government of Nashville and Davidson County and the rules and regulations of the Metropolitan Board of Parks and Recreation within the jurisdiction as set out in Section 1.

SECTION 5

Both in and outside of parks and recreation areas, Park Polices should render emergency assistance to the extent of their training and capability. Accordingly, Park Police are strongly encouraged to:

- A. Make use of their equipment to notify other appropriate authorities of an emergency and take reasonable measures to prevent any worsening of conditions.
- B. Use their first aid and other skills to render assistance to help prevent loss of life to person or property.

SECTION 6

Outside of parks and recreation areas, Park Police have the same legal status as other employees of the Metropolitan Government and therefore have only the authority to stop, detain or arrest as may be generally exercised by private citizens. Any person, including Park Police, exercising the right to make a citizen's arrest may be held legally liable for abuse of that authority.

SECTION 7

A Park Police officer is subject to discipline by the Department of Parks and Recreation for exercising authority outside of a park or recreation area that is expressly granted by the Metropolitan Charter only to fully commissioned Metropolitan Police Officers.

POLICIES

3000.09 JURISDICTION, DUTIES AND OFF-DUTY EMPLOYMENT PARK POLICE:

SECTION 8

Park Police may engage in off-duty employment that requires the use of the special police commission only in parks and recreation areas and must receive approval in advance from the Park Police Captain prior to beginning work.

As a result of the aforementioned off-duty employment all checks for these services must be made payable to the Metropolitan Parks and Recreation Department and the ranger will then be compensated by the department at the rate of one and one-half times his or her hourly wage.

SECTION 9

Park Police shall not use in their employment or in the employment of others as set out in Section 7 any weapon that is not issued or authorized by the Metropolitan Board of Parks and Recreation.

POLICIES

3000.09 JURISDICTION, DUTIES AND OFF-DUTY EMPLOYMENT PARK POLICE:

Section 10: PARK POLICE INVOLVED SHOOTINGS

This policy sets forth administrative guidelines to follow when Metro Park Police are involved in shootings. This policy also helps ensure that Park Police involved in shooting incidents respond appropriately. By definition a Park Police-involved shooting is any incident involving the discharge of a firearm by a Metro Park Police officer.

The Metro Police Department Shooting Team will lead the investigation whenever a Park Police officer, citizen, or suspect is injured in any manner by hostile gunfire. The investigation will be handled by the Shooting Team's Homicide Detectives if:

- A. A Park Police officer fires his weapon at a suspect.
- B. In case of accidental discharge and no injury or accidental discharge causing injury only to the Park Police officer.

A drug/alcohol test will always be conducted anytime a Park Police officer is involved in the discharge of his/her weapon.

*In the event of the discharge of a firearm, the Park Police officer will notify his/her supervisor and Metro Police.

*The Park Police officer's Supervisor will notify Parks Safety Coordinator and/or Parks Director. Metro Police Department will assume control of the shooting scene and complete the investigation with requested assistance of Park Police officer and/or park personnel.

POLICIES

3000.09 JURISDICTION, DUTIES AND OFF-DUTY EMPLOYMENT PARK POLICE:

Section 10: RANGER INVOLVED SHOOTINGS (con't.)

*After gathering all relevant facts, the Parks Safety Coordinator or Park Police Captain will immediately communicate the facts to the Director of Parks And Recreation. The Director of Parks and Recreation may designate the Parks Safety Coordinator or the Park Police Captain to contact the appropriate staff in the Mayor's office.

Section 11: RELIEF FROM DUTY/DECOMMISSION

This policy sets forth guidelines for the restriction of a Metro Park Police officer's police powers and/or the relief of a Park Police officer from active duty. By definition a decommission is an administrative action taken to limit or restrict the duties and exercise of police powers by a sworn Park Police officer. A decommission is issued when it is determined to be in the best interest of the department and/or the employee involved.

When there is sufficient reason to believe an employee's continued exercise of police authority may be detrimental to the department or public safety, the Director of Parks and Recreation may decommission a Park Police officer until the circumstances surrounding the incident have been resolved. Any supervisor may temporarily decommission and employee for the reasons stated above. However, to insure policy compliance, decommission by a supervisor may be subject to review by the Director of Parks and Recreation. The employee may not be placed on administrative leave with pay, pending further deposition by the Director of Parks and Recreation or his/her designee.

POLICIES

3000.09 JURISDICTION, DUTIES AND OFF-DUTY EMPLOYMENT PARK POLICE:

Section 11: RELIEF FROM DUTY/DECOMMISSION (con't.)

Decommissioning, or the removal of police authority, is not a disciplinary action. It is an administrative restriction on the ability of an employee to exercise police authority. As a result of the decommissioning, the Park Police officers's department-issued weapons, credentials badge, officer identification, and other official professional documents and equipment shall be removed from the officer's possession. Situations that may necessitate the decommissioning of an officer include, but are not limited to:

- A. Situations that result in an officer suspended from active duty for violating departmental rules and regulations.
- B. Violation of the Civil Service Rules of the Metropolitan Government of Nashville and Davidson County.
- C. Internal or criminal investigation of an officer.
- D. Conviction of a felony.
- E. Mental or emotional difficulties.
- F. Physically limiting condition(s) that prohibit the officer from performing the essential function of his/her job.

Each situation will be evaluated on an individual basis to determine the course of action that best serves the interests of the department and/or the officer.

The department has a responsibility to its employee and to the public it serves to insure that both are protected against allegations that additional improper conduct has not occurred while an investigation is underway.

POLICIES

3000.09 JURISDICTION, DUTIES AND OFF-DUTY EMPLOYMENT PARK POLICE:

Section 11: RELIEF FROM DUTY/DECOMMISSION (con't.)

Therefore, Police may be decommissioned to reduce the possibility of additional allegations of misconduct during an on-going investigation.

Supervisors who decommission a Ranger shall:

- A. Discuss such action with the employee's Police Captain and Parks Safety Coordinator before (except in emergencies) implementation. If an employee is decommissioned while under investigation, the employee's Supervisor shall immediately advise the officer's Captain and Parks Safety Coordinator.
- B. Seize all department issued firearms, badges, identification cards, vehicles and other applicable equipment from the decommissioned officer. A supervisor senior in rank to the employee shall take possession of these items. The items taken from the officer shall be secured in the Captain's office or in a secured storage area.
- C. Upon receipt of the above items, prepare a MPR Form 13- Decommissioned Notice for the officer's signature. This notice certifies the employee is aware he/she has been decommissioned and lists by identification number all items and equipment surrendered. The decommissioned officer will be instructed that he/she is prohibited from carrying or displaying a duplicate badge or other identification that may identify the employee as a Park Police Officer.

POLICIES

3000.09 JURISDICTION, DUTIES AND OFF-DUTY EMPLOYMENT PARK POLICE:

Section 11: RELIEF FROM DUTY/DECOMMISSION (con't.)

- D. Decommissioning for emergency purposes shall be imposed only until the next working day of the reviewing authority. The reviewing authority shall be the Director of Parks and Recreation or his/her designee or the Park Police Captain. The supervisor and the employee must report to the Park Police Captain on the next scheduled workday at 0900 hours. Should the incident occur on a day immediately preceding a day when the reviewing authority is not scheduled to work, a temporary decommission may be extended for a period not to exceed five (5) working days.
- E. Once an officer has been reinstated, a notice will be issued to the officer and his supervisor.

Section 12: PARK POLICE SHOOTING REVIEW BOARD

The purpose of the Park Police officerRanger Shooting Review Board is to Determine whether proper procedures were followed in the use of deadly force or if remedial training at the Metro Police Training Academy is required. By definition The Shooting Review Board is an administrative board designed to ascertain the facts surrounding a shooting incident. The Park Police Captain is the presiding official. The Shooting Board is not a judicial hearing.

POLICIES

3000.09 JURISDICTION, DUTIES AND OFF-DUTY EMPLOYMENT PARK POLICE:

Section 12: PARK POLICE SHOOTING REVIEW BOARD (con't.)

The Shooting Board is composed of representatives from the following departments and professions:

Metro Legal

Professional Accountability

Park Police Captain

Immediate Supervisor of the officer involved in the shooting

Metro Police Academy Director of Training

The Park Police Captain, MPA Director of Training, and the immediate Supervisor of the officer involved will be voting members of the Board.

- A. The Board will convene soon after all relevant facts have been gathered. Each board member will review the case filed. The presiding official will appoint someone to record the minutes of the proceeding.
- B. The format of the proceedings is as follows:
 1. The officer involved will present his/her version of the incident.
 2. The Board will question the officer involved.
 3. The Park Police Captain will dismiss the officer after questioning.

POLICIES

3000.09 JURISDICTION, DUTIES AND OFF-DUTY EMPLOYMENT PARK POLICE:

Section 12: PARK POLICE SHOOTING REVIEW BOARD (con't.)

4. The investigating detective will present a summary of his/her case file.
5. Witnesses will appear and describe what he/she saw.

The Shooting Review Board will make a determination on the officer based on the facts presented. If the facts reveal additional training is necessary, the officer be notified of a date and time to report for training. If training is not necessary, the officer be advised and returned to work.

The Board's recommendation will be submitted to the Director of Parks and Recreation. The Park Police Captain will submit a written copy of the findings after conferring with Metro Legal. This report should include the relevant facts and circumstances surrounding the incident as well as a conclusion and recommendation of final disposition. The Director of Parks may make any disposition that does not conflict with the Metropolitan Civil Service Rules and Policies.

POLICIES

3000.10 FT. NASHBOROUGH ACQUISITION POLICY:

It is the policy of the Board of Parks and Recreation to collect only those artifacts for Fort Nashborough dealing with the life and times of the early settlers of Nashville, or artifacts indicative of a frontier lifestyle during the time period of 1780 and 1800. The Board should accept or purchase only those items it is able to care for, preserve, store and exhibit in a manner acceptable to the museum field at large.

The following guidelines shall prevail concerning acquisition by donation to the museum:

1. There shall be no restrictions as to an object's use or ultimate disposition.
2. Any donation shall be fully tax deductible to the extent allowed by law, but such deduction shall be strictly between the donor and the Internal Revenue Service.
3. No Museum staff member or affiliate shall provide an appraisal nor recommend an appraiser.

POLICIES

3000.11 ALCOHOLIC BEVERAGES ON METRO PARK PROPERTY

A. Alcoholic beverages are prohibited in Metropolitan Parks except as set forth in this rule or as otherwise permitted by Metropolitan Ordinance. In addition to any permit issued by the Metropolitan Board of Parks and Recreation ("Park Board") or its administrative staff, it shall be the responsibility of the permit applicant to obtain all other permits required by other state or local governmental entities relating to the service, distribution, giving away, possession or consumption of alcoholic beverages on Metropolitan Parks property.

B. Pursuant to Tenn. Code Ann. 57-5-105, the Park Board will Consider applications for temporary permits to serve alcoholic beverages on Metropolitan Park property, provided that: (1) such applications are submitted for events ("Events") sponsored by bona fide charitable, nonprofit or political organizations as defined in Tenn. Code Ann. 57-4-102; and (2) the service of alcoholic beverages during events will be in clearly delineated areas accessible only to serving staff, security personnel and ticketed patrons of legal drinking age who have been charged solely for admission to such areas and not for food or beverages consumed. The following guidelines regarding consumption of alcohol were adopted by the Board in August 2002:

- 1) All consumption of alcohol must take place in an enclosed area and must be located at least 100 feet from the general public with a temporary fence surrounding the designated area.

POLICIES

3000.11 ALCOHOLIC BEVERAGES ON METRO PARK PROPERTY

- 2) Substantial food must be served in the designated area and all beverages served including alcohol must be in unmarked containers.
- 3) An admission fee for food and drink, including alcohol, will be charged to enter the area.
- 4) No on-site signage advertising the consumption of alcoholic beverages is allowed.
- 5) A minimum of one off-duty Park Ranger and/or Metro Police Office must be hired to control and secure the area.
- 6) A specific site plan for the event delineating where the area in which alcohol will be served is located is required and must be approved in advance by appropriate Parks' staff.
- 7) Additional insurance may be required by Metro's Risk Management Office for this privilege.

Parks reserves the right to close any area in which alcohol is served at any time if all of the policies, regulations, and ordinances governing alcohol use or distribution are not adhered to.

- B. No sale of alcohol is allowed in Metro Parks except in parks located in the Core Commercial District (CC), golf course clubhouses, and professional baseball games at Greer Stadium.
- C. Consumption of alcohol may be permitted by the Park Board in such places, and at such times, by their rules and regulations, determine, provided that in no case may a person possess alcoholic beverages in any playground area, swimming pool, recreation center building or comfort station (as per Metro Ordinance No. 69-842, Section 13.24.090).

POLICIES

3000.11 ALCOHOLIC BEVERAGES ON METRO PARK PROPERTY

- D. With respect to the annual Iroquois Steeplechase at Percy Warner Park, the Park Board will consider applications for temporary permits to allow service of alcoholic beverages as described above and also the possession and consumption of all alcoholic beverages will be:
- (1) limited to areas forming a part of the Steeplechase grounds and in any event within view of the race course; and
 - (2) allowed only from two hours prior to the first race until two hours after the last race on the day of the Steeplechase.
- E. Service, possession and consumption, but not sale, of alcoholic beverages are permitted during private parties in the core commercial zone district (CC) (parks located within this district are Riverfront Park, Commerce Center Park, Church Street Park, and Walk of Fame Park, the Hamilton Creek Sailboat Marina, the Centennial Art Center, the Cumberland Museum, Nashville Wildlife Park at Grassmere, Two Rivers Mansion, the Nashville Academy Theater, Nashville Sounds property (Fort Negley), Susanne Bass Nature Center in Warner Park, and the Parthenon, provided that:
- (1) an application covering use of the facility has been properly completed and approved in advance by Metro Park's administrative staff;

POLICIES

3000.11 ALCOHOLIC BEVERAGES ON METRO PARK PROPERTY

(2) all fees have been paid in full; and (3) alcoholic beverages will be consumed only by invited guests.

F. Alcohol consumption is permitted on the East Bank Greenway during Tennessee Titan football functions only. All other requests for alcohol consumption on the East Bank Greenway must be presented to the Park Board for approval.

POLICIES

3000.12 SELLING OF BEER IN CORE COMMERCIAL ZONE DISTRICT PARKS

Beer may be sold and consumed at special events in parks located within the core commercial zone district (CC) subject to the approval of the Metropolitan Board of Parks and Recreation and upon receiving a "permit" from the Metropolitan Beer Board as per ordinance 094-960 and all other applicable ordinances.

Parks located within this district are Riverfront Park, East Bank Greenway, Commerce Center Park, Church Street Park, Walk of Fame Park and Public Square Park.

However, the Metropolitan Government shall assume no liability for the actions of individuals, as a result of issuance of a permit to consume alcoholic beverages on park property. The holder of the permit will be responsible for monitoring the behavior of individuals attending the event for which the permit covers.

POLICIES

3000.13 RESTRICTIONS ON MODEL AIRCRAFT/BOATS

I. Permits

A. Model aircraft/boats shall be allowed only upon the issuance of a permit by the Director of the Metropolitan Department of Parks and Recreation.

B. Any individual applying for a permit to operate model aircraft/boats shall:

1. File an application provided by the staff of the Metropolitan Board of Parks and Recreation.
2. Pay an established annual permit fee. **(Fee increase 04/01/10)**

Resident

Non- Resident

\$33.00

\$44.00

3. Furnish proof of public liability insurance in amounts to be established by the Metropolitan Department of Law, Division of Insurance.

4. Affix Metropolitan Park permit number on each model aircraft/boats [e.g.,MPP 0000].

C. Individuals who have obtained a permit may operate model aircraft/boats in Metropolitan Parks within the terms as provided on the permit. Permits shall be valid for up to one (1) year and shall be renewed thirty days prior to permit expiration.

POLICIES

3000.13 RESTRICTIONS ON MODEL AIRCRAFT/BOATS

II. Operation of Model Aircraft/Boats

- A. Competitions are authorized only by special permit issued by the Board of Parks and Recreation with the exception of Warner Park Flying Field. Warner Flying Field is designated for recreational flying only - **NO COMPETITIVE EVENTS ARE TO BE HELD AT THE WARNER FIELD.**
- B. Use shall be permitted in designated areas within designated Parks only.
- C. Permittee may operate model aircraft/boats at the following sites
During the designated scheduled hours:

1. Aircraft:

Cane Ridge Park - 8:00 am to Dusk Daily

Peeler Park - 8:00 am to Dusk Daily

Edwin Warner Park (**amended September 2010**)

MARCH THROUGH NOVEMBER

Monday-Friday 8 a.m. to 3 p.m.

DECEMBER, JANUARY AND FEBRUARY

Monday through Saturday – 8:00 am until dusk

Sundays – 12:00 noon until dusk

- a. For safety reasons, all aircraft will be electric only (no wet fuel aircraft).
- b. 3-D flying of helicopters is prohibited.
- c. Flying will cease during permitted special events (on actual days of the events as well as load-in and load-out days).
- d. All other Park Board policies related to the Edwin Warner Park Model Airplane Field remain in effect.
- e. All flying will cease during special events in Warner Parks, i.e. Iroquois Steeplechase, MS Walk, etc. with timely notification.

POLICIES

3000.13 RESTRICTIONS ON MODEL AIRCRAFT/BOATS

III. Operation of Model Aircraft/Boats

2. Boats:

Hamilton Creek Park "Beach Cove" - 7:00 am - Dusk Daily

These schedules may be altered by action of the Board of Parks and Recreation.

- D. All permittee shall comply with safety regulations furnished to the permittee upon issuance of the model aircraft/boat permit.
- E. All permittee shall be subject to all federal, state and local laws and the rules and regulations of the Board of Parks and Recreation.
- F. Violation of any of the aforesaid regulations shall be cause for suspension and/or revocation of a model aircraft/boat permit.

IV. TERMS AND CONDITIONS FOR MODEL AIRCRAFT/BOAT PERMIT IN METROPOLITAN PARKS

- A. Upon approval of an application for a model aircraft/boat permit by the Director of Parks and Recreation a permittee is authorized to operate model aircraft/boats in the Metropolitan Parks in accordance with the terms, conditions and restrictions set forth herein and the rules and regulations of the Board of Parks and Recreation.
- B. All permittees shall maintain public liability insurance in the minimum amount of \$300,000, or as determined by the Risk Management Division of the Metropolitan Government.

POLICIES

3000.13 RESTRICTIONS ON MODEL AIRCRAFT/BOATS

III. TERMS AND CONDITIONS FOR A MODEL AIRCRAFT/BOAT PERMIT

- C. Permits are valid for up to one (1) year. Permittee shall apply for renewal of a permit within thirty (30) days prior to expiration date.
- D. The Metropolitan Department of Parks and Recreation assumes no responsibility or liability for any injury or damages caused by the flying of radio-controlled model aircraft or any other operation of radio-controlled aircraft/boats in parks operated by the Metropolitan Department of Parks and Recreation.
- E. Permittee agrees to indemnify and hold the Metropolitan Government of Nashville and Davidson County harmless from any and all liabilities including but not limited to personal injury, property damage, court costs and attorneys fees which arise out of its use of park facilities owned and or operated by the Metropolitan Government.
- F. Conditions for issuance of Aircraft permits:
 - 1. The Department of Parks and Recreation prohibits the following:
 - a. Absolutely no flying shall be behind the zero line.
 - b. No aerobatics or high-speed passes are to be performed over the runway.
 - c. No flying outside of the flight boundaries specified on attachments to this permit application.
 - d. Taxiing toward the pits or taking off from the pits.
 - 2. Insure that all transmitters have the proper frequency flags attached at all times as per AMA specifications.

POLICIES

3000.13 RESTRICTIONS ON MODEL AIRCRAFT/BOATS (continued):

III. TERMS AND CONDITIONS FOR A MODEL AIRCRAFT/BOAT PERMIT

3. Insure that all engines are equipped with effective noise reducing mufflers. All two-stroke engines with displacements of .15 cu or above shall be equipped with a non-flow through silencer. Four-stroke engines are exempt from this requirement so long as noise levels are not offensive.
4. Keep all model aircraft in the designated pit area when not being flown.
5. Insure that all engines are started on the runway, near the elected flight station, behind the zero line.
6. While flying, pilot shall remain behind the zero line and their selected flight station, and only go on or across the runway to retrieve the model.
7. Use frequency control systems at all times.
8. Announce takeoffs and landings.
9. All pilots shall observe all FCC and AMA regulations regarding the operation of radio equipment.
10. No more than six (6) airplanes shall fly at the same time.
11. Pilots and helpers shall stand at the designated areas of the flight line. Spectators shall be instructed that they shall at all times remain behind the pits.

POLICIES

3000.13 RESTRICTIONS ON MODEL AIRCRAFT/BOATS

III. TERMS AND CONDITIONS FOR A MODEL AIRCRAFT/BOAT PERMIT

12. All pilots will observe the following frequency control procedure.
 - a. Place your Park permit card or other identification in the slot provided on the frequency control board which corresponds to the flight station or the helicopter station which you intend to use. If all flight stations are in use, wait until a flight station becomes available.
 - b. Place frequency pin, i.e. clothespin with your channel and name, on the appropriate space on the frequency control board.
 - c. Turn your transmitter on only at your selected flight station after your Park permit card and frequency pin are placed on the frequency control board.
 - d. After each flight remove your card and frequency pin from the frequency control board.
13. All pilots will complete a successful radio equipment ground check on any new or repaired aircraft or radio prior to flying.
14. Pilots shall keep themselves and spectators clear of propeller arcs.
15. Any pilot utilizing gasoline fuel shall have a fire extinguisher readily available at all times.
16. When fixed wing aircraft are flying, helicopters shall, insomuch as possible, be flown in the same pattern and manner as fixed wing aircraft.
17. Hovering and all other maneuvers which interfere with the basic flow of air traffic over the field shall be performed at the designated helicopter flying area.

POLICIES

3000.13 RESTRICTIONS ON MODEL AIRCRAFT/BOATS

III. TERMS AND CONDITIONS FOR A MODEL AIRCRAFT/BOAT PERMIT

G. Conditions for issuance of Boat Permits.

1. Whenever running a boat, whether during a race or practicing, there should be a spotter to watch for any unsafe conditions which should arise around the pond.
2. A positive engine throttle control will be required of all boats.
3. Anyone in the Pit area MUST wear shoes. (Sandals or open-toed shoes of any kind are NOT acceptable).
4. All inboard hydros should have throwing handles.
5. No plastic props to be used above a 3.5 engine.
6. Boat stands should have prop guards.
7. Transmitter on/off switch shall be positioned in such a manner as to prevent its accidental shut off if bumped either during launching, handling or racing. (Same shall apply to switch on boat.)
8. There will be no model boats running on the pond while the pickup boat is working.
9. Coast Guard approved life vests and/or flotation devices should be worn, or at least available, in the pickup boat.
10. Spectator area should be kept back 20 feet from the shoreline, and signs should be posted: "No Spectators Beyond This Point".

POLICIES

3000.13 RESTRICTIONS ON MODEL AIRCRAFT/BOATS (continued):

III. TERMS AND CONDITIONS FOR A MODEL AIRCRAFT/BOAT PERMIT

11. "NO SWIMMING" signs should be posted in conspicuous places on all sides of the pond.
12. Any tent, dining fly, canopy, or similar device must have adequate in-ground anchors.
13. All accidents will be reported to the club's Safety Officer. In the event of an accident, the Safety Officer will write his opinion on the accident, and forward it to the IMPBA Safety Director as soon as possible.
14. IMPBA Accident and Injury forms will be kept at the race site at all times. If there should be an accident, it will be recorded on these forms and sent to the National Safety Director as soon as possible. The forms will be a prerequisite to payment of claims.

POLICIES

3000.14 AMPLIFICATION OF MUSIC

All special events to be held in any park (excluding Riverfront, Centennial, Hadley and Warner) requesting permission to have amplified music will be considered by the Board on a case by case basis. All amplification requests at Warner Parks will be considered by the Superintendent of Warner Parks on a case by case basis.

Each use will be limited to a two hour performance time and also will be monitored by a Park staff member to assure proper sound level. The staff member shall have the right to stop the performance if deemed absolutely necessary and in the best interest of the Parks Department and the immediate neighborhood.

POLICIES

3000.15 PERMITS FOR USE OF PARK FACILITIES

- A. Permits for use of park and recreation areas shall be obtained by application to the Director of Parks and Recreation and/or his designee and permit staff at common consent in accordance with the following procedures:
1. A person seeking issuance of a permit hereunder shall file an application stating:
 - a. The name and address of the applicant.
 - b. The name and address of the person, persons, corporation or association sponsoring the activity; if any.
 - c. The day and hours for which the permit is desired.
 - d. The park or portion thereof for which the permit is desired.
 - e. Any other information required by the Director of Parks as being reasonably necessary to a determination as to whether a permit should be issued hereunder.
 - f. Variances required from park rules and regulations.
 2. Standards for issuance of a use permit shall include the following findings:
 - a. That the proposed activity or use of the park will not unreasonably interfere with or detract from the general public's enjoyment of the park.
 - b. That the proposed activity and use will not unreasonably interfere with or detract from the promotion of public health, welfare, safety and recreation.

POLICIES

3000.15 PERMITS FOR USE OF PARK FACILITIES

- c. That the proposed activity or uses that are reasonably anticipated will not include violence, crime or disorderly conduct.
- d. That the proposed activity will not entail extraordinary or burdensome expense or police operation by the city.
- e. That the facilities desired have not been reserved for other use on the date and hour requested in the application.
- f. That the applicant has complied with all applicable laws, rules and regulations governing the use of Parks and Recreation areas.

B. APPEAL

The Director of Parks and Recreation shall tell an applicant in writing of the decision to grant or deny a permit; in the event of a denial the notification shall include the reason for the denial. Any aggrieved person shall have the right to appeal a decision of the Director of Parks and Recreation to the Board of Parks and Recreation by serving written notice thereof on the Director of Parks and Recreation within five working days of said refusal.

In the event of an appeal the Board of Parks and Recreation shall hear the matter at its first meeting after the appeal is filed. The decision of the Board of Parks and Recreation shall be final.

POLICIES

3000.15 PERMITS FOR USE OF PARK FACILITIES

- C. A permittee shall be bound by all park rules and regulations and all applicable ordinances fully as though the same were inserted in said permits.
- D. An applicant for a permit may be required to submit evidence of liability insurance covering injuries to members of the general public arising out of such permitted activities in such amounts as may be from time to time determined prior to the commencement of any activity or issuance of any permit.
- E. Event organizers will not assign their permit to other individuals or organizations, nor will they establish any sub-permitting process or fee structure separate from or inconsistent with the policies and fees of the Board of Parks and Recreation.
- F. The Park Board reserves the right to select a staff member or board representative to attend any event permitted on park property at no charge including those not offered to the general public. The purpose of this is to monitor the activities and assure that all departmental rules and regulations are being adhered to
- E. **REVOCAATION**

The Board of Parks and Recreation shall have the authority to revoke a permit upon a finding of violation of any rule or ordinance or upon good cause shown.

POLICIES

3000.16 PROFESSIONAL INSTRUCTORS USING PARK FACILITIES

Instructors in the area of golf, ice skating, tennis, personal training and other activities shall pay an appropriate fee as established by the Board and adhere to all conditions imposed related to facility usage, hours, regulations, etc.

POLICIES

3000.17 Golf Course Guidelines

I. AGE RESTRICTION FOR ACCESS TO GOLF COURSES

- A. Children under eight (8) years of age will not be allowed on any golf course as a player, spectator or caddy. Children between the ages of eight (8) and twelve (12) may be allowed on all golf courses as a player, spectator, or caddy if they are accompanied by an adult.
- B. At VinnyLinks children five (5) years to eight (8) years of age may be allowed on the course as a player and/or spectator if they are accompanied by their parent or legal guardian the entire length of their stay on the course.

II. GOLF ASSOCIATION GUIDELINES

- A. Board may recognize golf associations for the purpose of scheduling tournaments and other benefits as determined by the Board.
- B. Association members must abide by all applicable golf policies regarding use, play, food and beverage in effect at each course.
- C. **RECOGNIZED GOLF ASSOCIATIONS**
 - 1. Must consist of thirty (30) or more registered members.
 - 2. Must have an elected Board of Officers whose names must be on file with the Assistant Director of Parks.
 - 3. There will be no more than three (3) recognized associations per golf course.
 - 4. Must designate a home course and use it as their primary golfing facility for events.

POLICIES

3000.17 Golf Course Guidelines

D. ASSOCIATION GUIDELINES

1. Must prove to have an open membership without discrimination toward anyone due to race, religion, or creed. It is acceptable to have an association for men as long as there is an association at the same course that is available for women.
2. Must conduct a minimum of six (6) regular one day events per year, but no more than two events per month held at the "home" course.
3. The home course may block out tee times for an association's events. No association may be allowed to have tee times blocked for more than one event per week. Please note that this right pertains to weekdays ONLY.
4. Associations must abide by all rules pertaining to food and beverages brought on the course and pay all applicable fees.
5. The associations may cater their own food and/or beverages; however, the established concession fee must be paid to the Parks Department.

POLICIES

3000.17 Golf Course Guidelines

NO FOOD OR DRINKS MAY BE BROUGHT ONTO THE COURSE UNLESS APPROVED BY THE MANAGER AND THE ASSISTANT DIRECTOR OF PARKS AT LEAST EIGHT (8) DAYS IN ADVANCE.

E. ASSOCIATION BENEFITS

The Metropolitan Board of Parks and Recreation, in appreciation of the volume of business brought by the associations to our courses, will allow one event per year per qualifying association to have its green fees reduced. Normally, the event must be held during the regular work week (Monday through Friday) and requires the entire course to be "closed". The event may be of up to three days in length, all during the same week.

1. **THREE DAY EVENT.** The association must have a minimum membership roster of one hundred (100) members.

POLICIES

3000.17 Golf Course Guidelines

E. ASSOCIATION BENEFITS

1. **THREE DAY EVENT.** An additional benefit for associations of this size is to have tee times blocked for their events on weekend dates on an occasional basis. From October 1 through March 31 up to two weekends a month may have times blocked for association events. For such events, the association may use both days of the weekend, if they need to in order to complete their event. During the months of April through the end of September only one weekend per month would be available to be blocked for association events. The distribution of these tee times will be made accordingly:

NO MORE THAN TEN TEE TIMES PER DAY WOULD BE ALLOWED TO BE SET ASIDE ON ANY DAY AND THESE TIMES WOULD BE DISTRIBUTED AT NO MORE THAN TWO TEE TIMES PER HOUR. THE ACTUAL TIMES WOULD BE CONSISTENT FOR EACH EVENT RESERVED AND ALL DATES RESERVED MUST BE LISTED ON THE ASSOCIATION'S YEARLY SCHEDULE THAT IS SUBMITTED TO THE PARKS DEPARTMENT IN ADVANCE.

2. **TWO DAY EVENT.** The association must have a minimum membership roster of sixty (60) members.

POLICIES

3000.17 Golf Course Guidelines

E. ASSOCIATION BENEFITS

3. **ONE DAY EVENT.** The association must have a minimum membership roster of thirty (30) members.

On any event when the greens fees are reduced, the association will be granted a reduction of the concession fee for one day of the event. The day to which this reduction applies will be determined by the association.

4. **CO-SPONSORED EVENT.** The Parks Department reserves the right to co-sponsor an event with any local association if the event is dedicated to the betterment of the golf course or the Department. In co-sponsoring an event the Department may agree to waive the concession fee ONLY. Any event co-sponsored by the Department must be approved by the Assistant Director.

POLICIES

3000.17 Golf Course Guidelines

III. GOLF COURSE VOLUNTEER PROGRAM

The Golf Course Volunteer Program is proposed to enhance customer Service and provide additional manpower during the peak season of golf.

The Guidelines are as follows:

- A. The Special Services administrative staff and the golf course management staff will determine the number of volunteers at each course.
- B. Volunteers will be scheduled on a year round basis, as needed. The volunteer schedule will run Friday – Thursday in conjunction with Metro weekly pay periods. Each volunteer must work their scheduled shift during that weekly period in order to receive golf benefits for that weekly period in order to receive golf benefits for that week. (Exceptions will be made for emergencies on a case by case basis.)
- C. If a volunteer works a four-hour schedule weekly, they will receive free green fees for that week. If a volunteer works an eight hour shift, they will receive free green fees and a discounted riding cart fee. Benefits are received on an individual basis and cannot be transferred.

POLICIES

3000.17 Golf Course Guidelines

III. GOLF COURSE VOLUNTEER PROGRAM

- D. Volunteers receive no benefits for a private cart. Daily trail fees must be paid.
- E. Volunteers will receive benefits only at the course that they are assigned to work. These privileges do not transfer to other Metro courses.
- F. Any golfer sharing a rental cart with a volunteer must pay regular price for their riding cart.
- G. Volunteers must keep a continuous work level at the course in order to retain volunteer status.

IV. GOLF TOURNAMENTS:

Local organized municipal golf groups or associations who play Regularly on Parks and Recreation golf courses will be allowed one (1) tournament annually with green fees reduced. These tournaments may be a maximum length of three days.

A maximum of one association per course in the following categories may qualify for said tournaments:

1. Senior Men's Association
2. Ladies' 9-Hole Association
3. Ladies' 18-Hole Association
4. Men's Association

The lone exception to the above categories is the Industrial League. This league has met Board approval in the past due to the fact that its members play several different courses during the season.

POLICIES

3000.17 Golf Course Guidelines

IV. GOLF TOURNAMENTS:

In order to qualify for tournaments in the above categories, the associations must:

1. Play regularly scheduled league and/or tournaments at a municipal course.
2. Cooperate and assist Park personnel in enforcing golf rules and etiquette.
3. Abide by all rules of the Board of Parks and Recreation.
4. Have an open and non-discriminatory membership in relation to race, color, creed, or religious denomination.

Municipal golf courses will not be closed for any other tournaments or outings without the prior approval of the Director of Parks and Recreation or his designee.

Shelby Golf Course may be reserved for tournaments by non-profit groups at one-half of the established green fee rate Monday - Friday, excluding Metro holidays.

Green fees will also be waived for Junior Golf Tournaments that are approved by the Board and for the Municipal Amateur Championship sponsored by the Board.

POLICIES

3000.17 Golf Course Guidelines

IV. GOLF TOURNAMENTS

All tournaments other than those sponsored or co-sponsored by Parks must adhere to the following regulations:

1. Green fees must be paid one (1) week in advance at the course where the event will be held.
2. The minimum number of participants for a "shotgun" start is fifty four (54) for a nine-hole course and one hundred eight (108) for an eighteen hole course.
3. All "shotgun" starts must be at the opening time of the course. If you wish to have a later starting time, the course must be closed a maximum of two (2) hours prior to the scheduled tournament start. All established fees must be paid.

POLICIES

3000.18 SPECIAL EVENTS IN WARNER PARKS

1. The Mission of Warner Park embodies three important elements:
 - A) to provide relief from the intensity of urban life;
 - B) to provide a wide range of recreation choices;
 - C) to celebrate the beauty of the natural environment.

It is this Mission that shall determine the production of special events with Warner Park. Only special events which will maintain the character and quality of Warner Park without causing adverse impact on it will be allowed.

2. Definitions:

SPECIAL EVENTS: shall be defined as any significant occurrence or happening in which the general public or organized activities within Warner Park are displaced or with a group size of more than 1500 attendees.

SPECIAL EVENT AREA: is the site within Warner Park that is designated for the production of special events. This shall be the large field area currently within Edwin Warner Park (known as the "model airplane field"). Specifically excluded from this limitation are those events held in specially designated areas within Warner Park, namely the equestrian field and the golf courses.

POLICIES

3000.18 SPECIAL EVENTS IN WARNER PARKS

4. Park staff will permit and schedule requests that meet the definition of large special events only during the months of April through November.
5. Park staff will permit and schedule no more than one (1) such large special event in the special event area during a thirty (30) day period within the months of April through November. Event organizers requesting permits that do not fall within the established season and frequency policies must seek approval from the Park Board.
6. All special events shall be required to meet all other requirements of the Metropolitan Park Board with regard to use of park facilities and the production of special events.

POLICIES

3000.19 INSURANCE REQUIREMENT

It is the responsibility of permitted event organizers to provide adequate liability insurance for the event as determined by the Metropolitan Government.

POLICIES

3000.20 HOT AIR BALLOON LAUNCHING

Hot Air Balloon launching shall be allowed in Elmington, Cane Ridge and Warner Parks. These launchings must be authorized by permit issued by the Board of Parks and Recreation. Adequate liability insurance as determined by the Metropolitan Government must be provided by the launcher.

POLICIES

3000.21 MAINTENANCE OF NON-GOVERNMENT PROPERTIES

Upon advance request and at the Director's discretion Parks may provide maintenance in-kind assistance, as appropriate personnel is available, to any and all Davidson County properties owned and/or operated by non-profit organizations and other government agencies.

POLICIES

3000.22 PARKING POLICY FOR ALL PARKS AND FACILITIES

The Board of Parks and Recreation (the "Board") recognizes the need to ensure the availability to park patrons and "Board" employees of a reasonable number of parking spaces at park facilities in the area served by the Metropolitan Government of Nashville and Davidson County. Accordingly the Board authorizes the Director to take such measures as are in his judgment necessary to ensure that parking spaces at park facilities are available only by vehicles belonging to park patrons, "Board", employees, and others visiting park facilities to conduct lawful and authorized business with the "Board".

POLICIES

3000.23 SECURITY POLICY FOR PARK FACILITIES

The Board authorizes the use of stationary and hand held metal detectors by park personnel or the limited purpose of determining the possible presence of dangerous weapons among the clothing and effects of those seeking admission to indoor park facilities. The Board further authorizes the exclusion from park facilities of any person who refuses to permit park personnel to employ a metal detector to determine the possible presence of a dangerous weapon among that person's clothing or effects or among whose clothing or effects the possible presence of a dangerous weapon among that person's clothing or effects or among whose clothing or effects the possible presence of a dangerous weapon has been detected. The Board also authorizes the Director to obtain a sufficient number of hand held metal detectors and otherwise to take measures necessary for the implementation of this policy.

POLICIES

3000.24 UNRULY BEHAVIOR AT PARK FACILITIES

The Board of Parks and Recreation (the "Board") recognizes a responsibility to make all reasonable efforts to facilitate the enjoyment of park facilities by all park patrons. The Board also recognizes that a park patron's unruly behavior may require park personnel to take immediate disciplinary action for the protection of other personnel and patrons. For these reasons, the Board hereby delegates to the manager of each park facility the authority to expel from the facility for a period up to 30 days, with review by division head for additional and/or subsequent penalties, any park patron whose behavior, in the judgment of the facility manager, threatens the health or safety of park personnel or patrons, disrupts normal business or operations at the facility or constitutes a failure to follow posted rules or the reasonable instructions of a park employee.

Any order of expulsion under this statement of policy shall be issued, in writing, not more than 10 days after it takes effect and mailed to the expelled patron, or, if no address is known, posted for at least 30 days in a conspicuous place in the facility from which the patron was expelled. The order shall state the length and reason for the expulsion, inform the patron that violation of the order will cause a criminal trespassing citation to be issued and state that an appeal may be taken to an appeal committee.

POLICIES

3000.24 UNRULY BEHAVIOR AT PARK FACILITIES

The Board further instructs the Director to appoint an appeal committee to hear appeals from patrons seeking to challenge an expulsion ordered by a park facility manager issued under this statement of policy. The appeal committee shall be reconstituted for each such appeal and shall consist of three senior park employees selected from sections or divisions of the Parks Department other than that from which the appeal arises. It shall be the duty of the appeal committee to hear the appeal for which it is appointed under such rules as the Director, with the advice of the Metropolitan Department of Law, shall provide for appeals generally and to make a recommendation to the Board whether to uphold, modify or rescind the expulsion. The Board will consider the recommendation of the appeal committee and such other materials as it deems necessary and make a final decision, which will be issued, in writing, to the patron. The Board authorizes the Director to take measures necessary for the implementation of this policy.

POLICIES

3000.25 ACQUISITION AND DISPOSITION OF PARK PROPERTY

- 1) The Park Board should establish a committee to evaluate all requests for acquisition and disposition of park property. It should be chaired by the Planning Commission representative who serves on the Park Board.
- 2) The Director or his designee should forward the request to the Metro Planning Commission, if applicable, as soon as received.
- 3) Duties and/or responsibilities of the committee are as follows:
 - A) All requests/issues regarding existing or future park properties will be referred to the committee.
 - B) The committee will thoroughly research all aspects of a request including the seeking of factual information and advice from the Planning Commission and its staff as well as affected Metro agencies and council members, if applicable .
 - C) The committee will make every effort to make a recommendation to the Park Board by the following month's meeting.
 - D) Once the Park Board recommends approval, a request will be sent to the Metro Council for action, if applicable.

POLICIES

3000.26 ADMITTANCE TO PARK FACILITIES

The Board of Parks and Recreation (the “Board”) will make a reasonable accommodation for the enjoyment of all patrons. The Department of Parks and Recreation does not discriminate on the basis of age, race, sex, color, national origin, religion, or disability in admission to, access to, or operations of its parks facilities, programs, services, or activities. The department shall designate appropriate personnel to handle all questions, concerns, complaints, requests for accommodation, or requests for additional information regarding the Americans with Disabilities Act. The appropriate personnel shall coordinate with other Metro agencies as necessary to assure the fullest participation possible for all park users.

POLICIES

3000.27 USE OF COMMUNITY CENTER FACILITIES

The Board of Parks and Recreation (the “Board”) recognizes that some community groups do not have adequate facilities available for meetings. The Board seeks to make community center facilities available to responsible groups whose meetings will not conflict with other facility operations. The Board also recognizes a responsibility to preclude community center uses that may raise health concerns or interfere with normal park business. For these reasons, it is declared to be the policy of the Board that community center facilities be made available on a non-discriminatory basis for meetings or responsible groups and organizations, during times when the facilities are not otherwise open to the public or required for other park uses. It is further declared to be the policy of the Board that community centers not be used for any purpose that may, in the judgment of parks personnel, damage the facilities or pose a threat to the health or safety of patrons. Funeral services are permitted consistent with this policy, provided that no dead body or other human remains may be brought into or upon the grounds of a community center. The Board authorizes the Director to take measures necessary for the implementation of this policy.

POLICIES

3000. 28 FEE WAIVERS AND REDUCTIONS

- A. The Park Board will consider a request for fee waiver only if the activity, program, or event:
1. The event, program, or activity must be sponsored by or organized for the exclusive benefit of a department, agency, or entity of the Metropolitan Government other than the Board of Parks and Recreation; or
 2. The event, program, or activity must be sponsored by or organized for a not-for-profit entity and the net proceeds derived from such event, program, or activity must be devoted to the exclusive benefit of the Metropolitan Government. Evidence of not-for-profit status, which may include but is not limited to, certification and/or registration by or with the **Charitable Solicitations Division of the State of Tennessee** and or the **United States Department of Internal Revenue**, must be submitted with the application for fee waiver; or
 3. The event, program, or activity must demonstrably benefit the Department of Parks and Recreation as may be determined by the Director.
- B. The Assistant Director of Special Services, with the approval of the Director, is authorized to establish reduced rates and/or specials for revenue producing facilities when excess capacity exists, market conditions warrant and/or to promote the facilities to various users. Such activities shall be periodically reported to the Board.

POLICIES

3000.29 PUBLIC/PRIVATE PARTNERSHIPS

This policy is applicable to those services traditionally offered by the department and consistent with the Metro Parks/Greenways County-wide Master Plan.

This policy is applicable to only Parks and Recreation public assets which are not currently being utilized for Parks and Recreation services, including but not limited to underdeveloped land, discontinued facilities, or other assets so defined by the Board in keeping with this objective.

This policy requires the following requirements be met in order to ensure the best interests of Metropolitan Nashville and the public at large

Protection of Public Assets

In order to protect the public assets of the Parks and Recreation Department, any public/private Partnership created cannot financially encumber Metro assets. Additionally, the Board is already familiar with the general rule that existing Metro facilities must be made available to all members of the public on an equal basis. Similarly, the opportunity to contract with Metro for services or for exclusive use of Metro property, as with a lease, generally must be made available to all qualified members of the public through some competitive process.

POLICIES

3000.29 PUBLIC/PRIVATE PARTNERSHIPS

Protection of Public Assets

In finding the best solution to the question how to develop park property without public funds, the Request for Proposal (RFP) process is the process of choice. In conjunction with the Purchasing Department, this process allows Metro to identify a problem or need, and the proposers offer both prices and plans for the solution. The RFP process thus allows Metro flexibility in finding good and creative ideas for solving problems and meeting community needs.

An RFP in this instance may present several ideas for use of the park property at issue and would allow an opportunity for evaluation of these competing ideas and ultimately selection of a development, developer and management plans that best suits Metro's needs and further ensures that the Board's financial and service objectives are thoroughly addressed. RFP approvals for contracts will be forwarded to the Metro Council for approval.

The Public Interest

In order to ensure the public interest in creating such a public/private partnership, the staff of Parks and Recreation, in conjunction with the area council representatives, will hold a minimum of two community meetings to ascertain the need for services identified to validate the assumptions. Additionally, the council representatives should endorse the planned development.

POLICIES

3000.29 PUBLIC/PRIVATE PARTNERSHIPS

Protection of Public Assets

The proposed development should not in anyway be in conflict and must be consistent with the General Land Use Plan of Nashville, the Metro Parks/Greenways Country-wide Master Plan and be reviewed by the Mayor's Office prior to the RFP process being made public. Additionally, the right for public access and utilization must be maintained.

LEGAL ISSUES

Aside from the legal issues developed as part of the RFP process, special attention by the staff and Board appointed sub-committee shall be given to protecting Metro assets from being pledged for private use and all property reviewed for proper deeding to make sure no restrictions exist.

POLICIES

3000.30 SPECIAL INTEREST MEMORIALS ON PUBLIC LAND

“Policy on Special Interest Development, Dedication and Designation of Park Lands” “Special Interest Development, Dedication and Designation in Parks” refers to any statue, monument, sculpture, memorial or other structure or landscape feature, including a garden or memorial grove, intended to perpetuate in a permanent manner a “special interest” or “cause,” including those of organizations, groups, corporations, or individual citizens.

No park, or physical feature including, but not limited to sculpture, memorial, structure, landscape feature, including a garden or memorial grove, etc., shall be developed for the purpose of bringing attention to a specific special interest or cause unrelated to the park system, history of Nashville, the State of Tennessee or historical event or figure.

No section of any park or facility shall be permanently designated, set aside, or otherwise omitted for a special interest or cause.

The Board shall accept no land, feature, or facility, previously developed for the purpose of bringing attention to a special interest or cause, for inclusion in the Metropolitan Parks system.

The Board recognizes that parks often have been donated by and/or named after persons who have made significant contributions to Tennessee, Nashville and Davidson County, and specifically, the park system. Further, parks and features have been developed in parks to commemorate historical events. Such instances shall not be affected by this policy, and the Board shall determine on an individual basis the appropriateness of such

POLICIES

3000.30 SPECIAL INTEREST MEMORIALS ON PUBLIC LAND

approvals. The Board shall determine the extent of such recognition and features or improvements. No section of this policy shall prohibit contributions or donations by organizations, groups, corporations, or individuals, of elements within parks designed and intended to enhance the overall parks system, as approved by the Board, and where such contribution or donation is unrelated to a special interest or cause.

Permanent recognition of contributions or donations shall be limited to appropriately sized signage, as determined by the Board. Elements include, but are not limited to the following:

- Buildings or facilities
- Specimen single tree
- Specimen tree grove
- Natural enhancements, including:
 - Meadow restoration
 - Stream restoration
 - Wetlands restorations
 - Woodlands restoration
- Functional elements, including:
 - Trail bridges
 - Shelters
 - Benches
 - Paving

The Board shall determine that elements proposed for contribution or donation enhance the overall park system and shall consider, prior to acceptance, the cost of maintenance and operation of the features.

The Board may determine that the commemoration of historical events and/or persons is appropriate in a particular park.

POLICIES

3000.30 SPECIAL INTEREST MEMORIALS ON PUBLIC LAND

Before being approved, a determination must be made, based on consultation with qualified professionals that the proposed commemorative work will:

- be of the highest quality design and craftsmanship to assure permanence;
- be designed and sited to avoid disturbance of natural and cultural resources and values;
- be located in surroundings relevant to its subject;
- be constructed of materials suitable to and compatible with the local environment;
- not encroach on any other pre-existing work, or be esthetically intrusive;
- not interfere significantly with open space and existing public use; Not divert attention from a park's primary interpretive theme; and
- not be affixed to the historic fabric of a structure;
- and be approved in its final design by the Metropolitan Board of Parks and Recreation.

Pre-existing Special Interest Memorials on Public Land

Many Special Interest Memorials on Public Land have existed in the parks long enough to qualify as historic features. A key aspect of their historical interest is that they reflect the knowledge, attitudes, and tastes of the persons who designed and placed them. These works and their inscriptions will not be altered, relocated, obscured, or removed, even when they are deemed inaccurate or incompatible with prevailing present-day values. Any exceptions require specific approval by the Parks Director with Board notification.

POLICIES

3000.31 ESTABLISHMENT AND OPERATION OF NOT FOR PROFIT FRIENDS OR SUPPORT GROUPS

- I.** The Board may authorize the establishment of Not for Profit, volunteer, or other groups to support the operation or promotion of individual parks, Park Board initiatives, and/or the park system as a whole, consistent with the overall mission and objectives as set by the Board.

The Board shall make a determination of the appropriateness and desirability of a group or organization prior to its formal establishment based on the following criteria:

1. The group or organization is formed to support the operation of a park, Park Board initiative, and or the park system;
2. The group or organization does not exclude participation based on race, gender, economic status, sexual orientation, religion, or creed;
3. The operations and/or activities of the group or organization will not in any way detract from, or conflict with, Park Board operations and/or activities, or restrict in any way use of parks or park facilities to the general public as established by Park Board policy;
4. The proposed purpose and or by-laws of the group or organization are in accordance with all federal, state, and Metro regulations;
5. The group or organization must be not for profit;

POLICIES

3000.31 ESTABLISHMENT AND OPERATION OF NOT FOR PROFIT FRIENDS OR SUPPORT GROUPS

II. Established groups or organizations must adhere to all Park Board policies and conditions imposed by the Park Board. Further, the Board shall monitor compliance, activities, and fundraising efforts for the direct or indirect benefit of the park system, including, but not limited to the following requirements:

1. Groups or organizations must submit an annual financial statement or report to the Park Board;
2. An annual budget must be submitted to the Park Board, and all fundraising activities must be reported to the Board;
3. The group or organization must submit evidence of not for profit status by providing the Board a copy of its annual filing with the Internal Revenue Service and a copy of their current letter of exemption from the Internal Revenue Service.
4. The group or organization must annually report to the Board its membership, including board members and/or officers;
5. Any work or activities on park property must be approved by the Board or Director, or his/her designee;

POLICIES

3000.31 ESTABLISHMENT AND OPERATION OF NOT FOR PROFIT FRIENDS OR SUPPORT GROUPS

- III.** The Board may withdraw its authorization of any group or organization at any time for failure to comply with regulations, policies or conditions imposed, or a determination by the Board that such group or organization is not desirable or in the best interest of the park system. No individual, group, or organization may promote himself, herself, or itself as having authorization to raise funds for Metro Parks, or conduct activities and/or operations on park property without Park Board approval.
- IV. No group or organization shall commit the resources of the Parks Department to any project, endeavor, or event without the approval of the Board or Director. This shall include staff time, equipment, funds, or any other resources. No group shall undertake any project which would require departmental resources without such approval.**

POLICIES

3000.32 DOG MANAGEMENT ON PARK PROPERTY (policy approved September 12, 2006)

The Metropolitan Board of Parks and Recreation has established goals and policies to accommodate recreational opportunities for dog owners and their pets on municipal park property within the framework of the Board's Mission Statement.

All Metro Parks will be "dog friendly" subject to Park Board rules, regulations, and policies. It is the responsibility of dog owners and custodians of dogs to ensure that they are in compliance with these conditions when they visit and enjoy Metro Parks and Greenways with their pets.

I. The use of Metro Park property and facilities by dog owners, custodians of dogs, and their pets will be subject to the Department's "core service" conditions that promote safety and quality of recreational experiences for all Nashville residents and visitors who share park resources. The intent of related Park Board policies is to make safety the highest priority in providing dog management on park property. The primary goals of dog management on park property are:

- A. Strict compliance with the leash law
- B. Strict compliance with regulation regarding removal of dog waste

II. RULES AND REGULATIONS FOR METRO DOG PARKS

- A. "VISITOR RESPONSIBILITIES" will be posted at all Metro Dog Parks:
 - 1. Shelby Dog Park is open from dawn to 8:00 PM
 - 2. Warner Dog Park is open from dawn to dusk.
 - 3. Centennial Dog Park is open from dawn to 8:00 PM

POLICIES

3000.32 DOG MANAGEMENT ON PARK PROPERTY (policy approved September 12, 2006)

II. RULES AND REGULATIONS FOR METRO DOG PARKS

- B. Use of the dog park will be at the user's risk.
- C. Disposal of dog waste, in the provided trash receptacles, is required.
- D. Dogs must be wearing current rabies and identification tags at all times.
- E. Dogs must be leashed before entering and leaving the fenced area.
- F. Dogs that become aggressive must be leashed and removed from the park immediately. Users are legally responsible for injuries inflicted by their dog. Metro Parks reserves the right to impose limitations, including restricting access to the Metro Parks, for any aggressive dog and its handler.
- G. Park users must have a leash on hand for each dog at all times.
- H. For safety reasons, children under the age of 10 years are prohibited from entering the fenced area of the dog park. All minors must be supervised by an adult.
- I. The following are not permitted in Metro Dog Parks:
 - 1. Pit bulls or dogs having the physical characteristics of the pit bull breed
 - 2. Female dogs in heat

POLICIES

3000.32 DOG MANAGEMENT ON PARK PROPERTY (policy approved September 12, 2006)

II. RULES AND REGULATIONS FOR METRO DOG PARKS

- I. The following are not permitted in Metro Dog Parks:
 3. Puppies under four months of age
 4. Dogs without handler supervision
 5. Dog food, human food or glass containers
 6. Spiked collars
 7. More than two dogs per handler
 8. Dog grooming
- J. The designated use of the Metro Dog Parks will be for individual dog handlers and their pets. Organized activities and events such as shows, competitions, pet adoptions, organized training and fundraisers are prohibited.

POLICIES

3000.33 COMMUNITY GARDENS (interim policy approved September 12, 2006)

- I. The Metropolitan Nashville Board of Parks and Recreation adopts this Community Garden Program as a framework for the Parks' staff to further develop and implement this new initiative.

The Community Garden Program provides an entry point for individuals and households to get involved in an endearing partnership project. Community gardeners use Metropolitan Park land to grow their own food, which has a positive impact on their household food security, and provide recreational outdoor activity as well as a fun and friendly environment for people of all ages, incomes, and cultures to work the land together and share their gardening knowledge and ideas.

Park Staff shall identify unused park property for implementation of this program.

II. Program Parameters

- A. Community gardeners shall obtain a permit for a plot each spring, paying a minimal fee to help defray the costs of site maintenance and management (tilling, mowing, plot layout, and provision of water, and compost). Gardeners also assist in site maintenance and management through volunteer commitments.
- B. Educational workshops will be held throughout the season to provide instruction in gardening skills such as organic gardening, pest control, starting seeds indoors, seed saving, fall planting, food preservation, and cooking.

POLICIES

3000.33 COMMUNITY GARDENS (interim policy approved September 12, 2006)

I. Program Parameters

- C. There are many people who would love to garden but have difficulty gardening on the ground. Some may be in a wheelchair or just unable to bend over for a long period of time. Park and Recreation Community Gardens will build raised beds, which make it possible for people with disabilities to enjoy the pleasures of gardening.
- D. Garden plots should measure 20' x 20' (400 sq. ft.) There is a one plot limit for new gardeners, but if an individual maintains their plot well the first year, more plots may be applied for in the following year.
- E. This policy discourages the use of non-organic pest control by organizing garden-wide organic pest control.
- F. Plot rental for the season shall be annually established by the department with approval of the board. A gardening season will be established.
- G. Water is provided on site throughout the season.
- H. Tilled plots are plowed at the beginning of the season, making it possible to plant directly in the ground. Donated seeds and plants are given away to gardeners free every year at the beginning of the season.
- I. Compost, manure, and mulch should also be available at the gardens to help gardeners build their soil.

POLICIES

3000.34 CAMPING POLICY FOR BELLS BEND (policy approved July 10, 2007)

- A. It is the policy of the Park Board that tent camping at Bells Bend Park be used for the following type of activities:
- Programs sponsored by Metro Parks
 - Outdoor Recreation programming by organizations such as Boy Scouts and Girl Scouts
- B. Tent camping will be by permit only and will be allowed for one overnight session.
- C. Pitching tents is permitted only at designated sites.
- D. Digging or leveling of the ground at any campsite is prohibited.
- E. Camping equipment must be removed and campsites cleaned prior to departure. The permit holder agrees to reimburse Metro Parks for all costs incurred in performing clean up and repairs which the permit holder failed to perform.
- F. Quiet-time is between the hours of 10:00pm and 6:00am.
- G. Tent camping at Bells Bend is primitive. There are no bathing facilities, running water, or electrical hook-ups. There are portable restrooms within walking distance.
- H. Gathering wood or plants, whether live, dead, or downed, is prohibited. Removing or defacing any natural or manmade feature in the park is prohibited.
- I. Camp Fires
1. Campfires are allowed at the group ring and tent-site rings only.
 2. Firewood will be available by Metro Parks.
 3. Campfires should not be left unattended.

POLICIES

3000.34 CAMPING POLICY FOR BELLS BEND

- I. Camp Fires (con't.)
 - 4. Fires must be completely extinguished before left unsupervised.
 - 5. Non-burnable items must not be placed in the fire rings.
- J. Smoking is not allowed in the camping areas.
- K. Metro Parks reserves the right to limit or cancel camping during periods of drought, high risk of fire, flooding, or other natural hazards.
- L. All food and equipment used to prepare food must be kept sealed in a storage unit to prevent animal foraging. Trash must be stored in contained bins and packed out.
- M. Tent Camping Reservations at Bells Bend
 - 1. Tent camping is by permit only. It is the policy of the Park Board that tent camping at Bells Bend Park be used for programs sponsored by Metro Parks and for outdoor recreation programming. Metro Parks' sponsored programs take scheduling precedence. Outside organization requests are on a first-come, first-serve basis.
 - 2. **Fees to be charged:**
 - One tent-site with fire-grill. . \$10.00 resident/\$11.00 non-resident**
 - Exclusive use of tent-sites . . \$50.00 resident/\$55.00 non-resident**
 - 3. Method of payment:

Reservation fees may be paid by cash, check, or money order and made payable to Metro Board of Parks and Recreation. Application for permit must be made at least 20 working days prior to date of use.

POLICIES

3000.35 PUBLIC SQUARE (policy approved February 6, 2007)

I. A true community facility, the Public Square, hereinafter referred to as the Square, is a public space, surrounding the refurbished historic Metro Courthouse. Its design offers citizens and visitors a timeless setting that acts, through interpretation, to remind them about the historical significance of this important community and governmental center.

Members of the public who wish to use an area of the Square cannot be turned away, and usage will be permitted on a first come, first permitted basis. No event can completely close the Square to the public. Cultural and other organizations are encouraged to sponsor and present free programming at the square. The Square will not be held to same permitting standards as all other Metro Parks. Special events and use of the Square shall be permitted at the discretion of the Parks Director and Parks Board Chair and/ or their designee.

II. The Lawn

Maximum capacity: 5,000 (standing) 75,000 ft²

Taking up the foremost space in the Square, the 1.75 acre lawn is an excellent location for large-scale activities, such as civic and political events, graduations and/or large festivals. As the most popular and highly trafficked area in the Square, the availability of the Lawn is limited depending on its condition. Weather conditions and other factors on the day of and prior to an event may also limit its availability.

POLICIES

3000.35 PUBLIC SQUARE (policy approved February 6, 2007)

III. General Public Square Guidelines

- A. Alterations or modifications of any kind to the Square or site amenities without permission
- B. Unauthorized alcohol consumption
- C. Drug use
- D. Organized sports on the lawn
- E. Walking dogs through landscaped areas
- F. Bicycling, skateboarding, roller or in-line skating on any of the pathways
- G. Harming birds, wildlife, park landscape or park property
- H. Amplified music, except by permit
- I. Performances, except by permit
- J. Commercial activity, advertising or photography, except by permit
- K. Obstructing park entrances and walkways
- L. Food preparation and/or distribution, except by permit
- M. Merchandising, except by permit
- N. Pyrotechnics (refer to fireworks policy)
- O. Feeding the pigeons
- P. Panhandling
- Q. Rummaging in trash receptacles

POLICIES

3000.35 PUBLIC SQUARE (policy approved February 6, 2007)

IV. Public Square Event Rules

- A. **Alcohol at an Event:** Alcohol must be approved by the appropriate agencies and served by a licensed bartender.
- B. **Hours:** Events must take place between the hours of 8:00 a.m. and 11:00 p.m.
- C. **Insurance:** Special Event Liability insurance may be required with Metro Parks named as additionally insured.
- D. **Parking:** Paid parking is provided in the garage beneath the Square, however, at no time shall any event completely block access to the roadways surrounding the Square without the consent of the Metro Parks Department, as well as the Department of Public Works. Valet service can be arranged at client expense through the Metro Parks permit office.
- E. **Photography and filming:** Commercial photography and filming requires a permit from the Metro Parks. The fee will be assessed based on the appropriateness to the Square, interruption of the public's use of the Square, crew size, complexity of set-up, amount of equipment brought into the Square, and the space used in the Square.
- F. **Security:** All events will require additional security at client's expense coordinated through the Metro Parks Police Division. Cost will be dependant upon the size and duration of the event.
- G. **Security Deposit:** In the interest of Public Square property, horticulture, and equipment, a security deposit is required for each event. The fee will be assessed based upon the size and utilization of Square services. The Square will be properly assessed before and after each event to determine the condition. An additional fee may be charged if the damage is greater than the deposit. Copies of receipts documenting event caterer and/or equipment rental company use must be submitted to the Metro Parks before refund of security deposit will be refunded.
- H. **Square Loading Guidelines:** Walker Parking Consultants (WPC) is the Engineer of Record for the design of Nashville Public Square and Parking Structure. WPC has been asked to provide loading guidelines for use by the Nashville Fire Department and event planners for the Nashville Public Square.

POLICIES

3000.35 PUBLIC SQUARE (policy approved February 6, 2007)

V. Loading Guidelines for the Public Square Area

- A. **Fire Truck Loading:** The truck turnaround off James Robertson parkway has been designed for AASHTO HS20 loading and therefore can accommodate fire trucks. The maximum allowable axel load is 24,000 lbs. Fire trucks must stay on the paved road surface (truck turnaround area) because the landscaped areas have not been designed to support fire trucks. **Fire trucks must not go on landscaped areas of the Square.**
- B. **Landscape Loading:** The landscaped area of the Square has been designed with a live load of 100 psf. This loading is appropriate for holding concerts and special events. Passenger vehicles, light trucks, ambulances, and small construction equipment and park anywhere on the Square.
- Tractor trailers and heavy construction equipment must not be driven or placed on the landscaped areas. Semi trucks can easily exceed the 100 psf live load considered in design.
 - It is not possible to address the innumerable loading scenarios possible during special events. The Square can support any configuration of human assembly. However, significant point loads (material storage, stage platforms, scaffolds, bleachers, etc.) could potentially exceed the 100 psf design live load. WPC recommends having a qualified design professional review any event loading where special loads similar, but not limited to, those mentioned above could occur. If assistance is needed in reviewing the event loading, WPC is available to perform this function on an as needed basis.
- C. **Waterproofing System:** Event planners should be mindful of the waterproofing system buried beneath the landscaping. Driving or screwing stakes or anchors into the Square could damage the waterproofing system. They should be cognizant that fill depth varies significantly across the Square, meaning the waterproofing system is roughly 8 inches to 3 feet below the surface, depending on location.

POLICIES

3000.35 PUBLIC SQUARE (policy approved February 6, 2007)

V. Loading Guidelines for the Public Square Area

- D. **Sanitation and Maintenance:** There is a sanitation/maintenance staff for the Square during Square hours. Events will require additional sanitation/maintenance at Client's expense through the Metro Parks permit office. All debris generated by an event must be removed from the Square prior to the event sponsor leaving the premises. Cost will be dependant on the size and duration of the event.

VI. Public Square Event Rules

- A. **Signage:** All signage pertaining to the event and other materials intended for distribution must be approved by the Director of Metro Parks and or his designee.
- B. **Sound and Set-up** for amplification, including direction of staging, sound equipment and decibel levels must be approved by the Metro Parks permits office.
- C. **Teardown:** All equipment must be removed from the Square within 24 hours of the event.
- D. **Weather:** Events are rain or shine, rain dates are not typically given.
- E. **Wireless:** Wireless internet is available anytime that Public Square is open. Public Square has free wireless internet access for users of laptops and handheld devices with a compatible Ethernet card or built-in wireless capability.
- F. **Memorials, Plaques and Monuments:** In the January 12, 2004, Park Board meeting a dedication of a grove of trees was approved for Ann Chapman to recognize her dedication and commitment to the Metropolitan Government upon her retirement after 28 years of service. Due to its nature, additional memorials at the Public Square shall be limited to governmental, local history and national significance and shall be installed only at the discretion of the Park Board.
- G. **Vendors:** Vendors will be restricted in number and to the first level off the sidewalk facing Third Avenue (nearest Second Avenue) only. Design, Appearance and set-up of each vendor must be approved by the Parks Board and its designee.

POLICIES

3000.35 PUBLIC SQUARE (policy approved February 6, 2007)

Note:

- Other agency approvals, including Health, Codes, Fire Marshall, Beer Board, Public Works, and General Services may be required.
- All events shall meet compliance standards for ADA.
- Electricity may be available. Fees shall apply.

As the Department receives future requests, the Public Square will eventually best define its use. The Board and Department can then become more or less restrictive as we receive requests for events and know better what our concerns should be.

POLICIES

3000.36 SALE AND DISTRIBUTION OF PRODUCTS (policy approved February 6, 2007)

- A. Vendors are defined as those who sell and those who distribute.
- B. Vendors and/or distributors wanting to sell/distribute concessions in the park system or at scheduled special events/activities must submit a Vending Application Form to the Office of the Director of Metro Parks.
- C. Products are limited to non-alcoholic drinks and food items.
- D. Vendors are only allowed in areas that do not have permanent city concession facilities.
- E. Vendors will be assigned specific areas at all locations.
- F. Vendors must remain stationary at the site and not solicit park users.
- G. Permanent stands, equipment, etc. are not permitted. Once the special event/activity has concluded all apparatus is to be removed from the site.
- H. The Department of Parks and Recreation will provide vendors with a list of authorized, scheduled special events/activities. Staff will assist vendors with determining which events warrant multiple vendors.
- I. Vendors must be licensed and comply with all local and state regulations.
- J. Vendors must provide the Parks Department with a copy of their mobile vending insurance.
- K. Vendors will be responsible for removal of trash from their immediate concession area.
- L. Existing park utilities can be utilized at no expense to the vendor. If additional utilities are needed it will be responsibility of the vendor to install, at their cost. Written authorization to install additional utilities must be obtained through the office of the Director of Metro Parks.
- M. The Parks Department can cancel this agreement at anytime if it is deemed in the best interest of the City of Nashville and the public.

POLICIES

3000.37 FIREWORKS IN METRO PARKS (policy approved April 2008)

Fireworks in Metro Parks will only be permitted for events that are open to the general public or at the discretion of the Director of Metro Parks or his designee.

POLICIES

3000.38 SPREADING OF ASHES IN METRO PARKS (policy approved February 6, 2007)

The spreading of ashes is not permitted in Metro Parks as prohibited by Metro Charter, Section 13.24.460 Polluting.

POLICIES

3000.39 Amusement Rides and Circus/Dangerous Animals (policy approved March 6, 2007)

- I. The Metro Parks and Recreation Department does not allow carnival and amusement rides in the Metro Parks.
- II. Inflatable equipment may be utilized in the Metro Parks upon securing a use permit issued by the Department. Permittee must possess the permit at all times while on Metro Parks' premises. Permits are available to private parties and commercial vendors upon meeting the Department's conditions.
- III. **Circus and/or Dangerous Animals:**

A potentially dangerous animal will be defined by the conduct, characteristics, and personality of the animal in terms of whether or the not the animal can be maintained on a particular piece of property. The term "dangerous animal" is being used because *wild and exotic* pets are becoming common, such as the alligators that have been found in Tennessee. Therefore, to ensure the safety of other animals, visitors, the public and staff, **Dangerous Animals**, except for those used for demonstrative and teaching purposes by the Nashville Zoo and/or Metro Parks Nature Centers are prohibited within all Metro Parks.

POLICIES

3000.40 Outreach and/or Shelter Activities (policy approved March 6, 2007)

- I. Public food distribution in Metro Parks is permissible:
 - A. at events permitted by the Metro Parks;
 - B. when such distribution is sponsored or co-sponsored by a department or agency of the Metropolitan Government or
 - C. by permit issued by the Director of Metro Parks

PLEASE NOTE: Permit by the Metro Health Department may also be required.

POLICIES

3000.41 Signage in Metro Parks (policy approved July 10, 2007)

Signage, not specific to Metro Parks or authorized park activities, e.g. temporary event signage, is not permitted to be placed in/on park properties unless mandated by Federal or State legislation.

POLICIES

3000.42 Guidelines for Acquisition and Installation of Public Art in Metro Parks (policy approved June 3, 2008)

- I. The following criteria are intended to guide the Board of Parks and Recreation in connection with any proposal for acquisition of or request for placement of public art in connection with any particular construction project on any new or existing site in any Metro Park:
 - A. Installations shall be compatible with the individual park's design, and shall not restrict park operations in any way.
 - B. The installations shall not obstruct pathways, open areas or other park features.
 - C. Installations generally shall not alter designed landscapes or spaces, fountains, previously dedicated or memorialized spaces, or alter the original design intent of the park. Generally, the original design of the individual park should be respected.
 - D. Public art installations generally shall not necessitate the removal of existing features, landscaping, or trees.
 - E. Public art installations shall not limit the availability or flexibility of spaces for park activities or events.
 - F. The size, number, and location of installations shall not impact park functions and operations, and shall minimize the potential for visual clutter, increased maintenance needs, and/or park alterations.
 - G. The Public Art shall not impact public accessibility, health or safety.
 - H. The Public Art shall be related in terms of scale, material, form, and content to immediate and adjacent buildings and landscaping so that it complements the site and surrounding environment.
 - I. The proposed installation shall not conflict with local, state, federal ordinances and/or regulations

POLICIES

3000.42 Guidelines for Acquisition and Installation of Public Art in Metro Parks (policy approved June 3, 2008)

- II. Other considerations for the approval of Public Art shall include, but are not limited to the following:
 - A. The compatibility of the Public Art with the unified design character or historical character of the site.
 - B. Approval of adequate funding for ongoing maintenance.
 - C. Compatibility with annual and/or scheduled events and activities.
 - D. The impact on future development of park spaces, including requests for future public art proposals or other park appropriate amenities.
 - E. Displacement of public amenities.

POLICIES

3000.43 PERMITS FOR USE OF ATHLETIC FACILITIES

- I.** The Board may authorize organizations and/or groups to support the operation of athletic facilities within individual parks, consistent with the overall mission and objectives as set by the Board.

The Board shall also make a determination of the appropriateness and desirability of said groups or organizations on an annual basis based on the following criteria:

1. The group or organization supports the operation of a park by providing maintenance, upkeep, and/or capitol improvements to the permitted area;
2. The group or organization does not exclude participation based on race, gender, economic status, sexual orientation, religion, or creed;
3. The proposed purpose and or by-laws of the group or organization are in accordance with all federal, state, and Metro regulations;
5. The group or organization must inform Metro Parks if they are non-profit or not for profit;

- II.** Established groups or organizations must adhere to all Park Board policies and conditions imposed by the Park Board. Further, the Board shall monitor compliance, activities, and fundraising efforts, including, but not limited to the following requirements:

1. Groups or organizations must submit an annual financial statement or report (template provided by Metro Parks) of previous year, which are to include signatures of the Treasurer and President, to the Parks' Administrative Office before January 31st of the permitted year;

POLICIES

3000.43 PERMITS FOR USE OF ATHLETIC FACILITIES

II. (con't.)

2. The group/organization must provide in detail the scope of financial assistance offered to underserved participants and what criteria is used to determine assistance;
3. The group or organization must provide Parks' staff a listing of all fees charged to other user groups and/or individuals by the permitted organization.
4. The group or organization must obtain permission from the board prior to charging fees to other groups and/or individuals;
5. Any work or activities on park property must be approved by the Board or Director, or his/her designee;

III. The Board may withdraw its authorization of any group or organization at any time for failure to comply with regulations, policies or conditions imposed, or a determination by the Board that such group or organization is not desirable or in the best interest of the park system. No individual, group, or organization may promote himself, herself, or itself as having authorization to conduct activities and/or operations on park property without Park Board approval.

FEES AND CHARGES

4000 PREFACE

The goal of the department is to effectively offer the most diversified recreational services possible, ensuring that all citizens have equal opportunity and choice of participation. However, since the demand is greater than the appropriated public funds (tax dollars) to support the demand, it becomes an economic necessity to charge fees. Fees and charges for parks and recreation services should provide only one source of finance.

Fees must be thoroughly evaluated prior to inception to integrate their role into the fiscal matrix supporting public parks and recreation services, a matrix which includes general fund appropriations, capital improvement expenditures, grants and donations.

Fees and charges must supplement these other resources available to the department, not replace them or be used to diminish government's responsibility to provide open space and leisure opportunities. Therefore, fees and charges must be viewed as a method to continue or expand the ability to provide basic recreational services on an equitable basis. Naturally, the general benefit of services made possible by fees and charges must exceed any detriment imposed by the fees, and collections must be practical and economical. The imposition of fees and charges makes possible an expanded recreation program or an entirely new one, and is justified by the fact that such programs would not otherwise be possible.

FEES AND CHARGES

4000.1 GOLF FEES

(fees effective April 1, 2010)

	<u>9 HOLE WEEKEND</u>	<u>9 HOLE WEEKDAY</u>
Harpeth Hills	\$15.00	\$14.00
Member Surcharge	\$ 3.00	\$ 3.00
Seniors (Monday-Thursday)		\$ 8.00
McCabe, Two Rivers	\$13.00	\$12.00
Member Surcharge	\$ 3.00	\$ 3.00
Seniors (Monday-Thursday)		\$ 7.00
Ted Rhodes	\$13.00	\$12.00
Member Surcharge	\$ 2.00	\$ 2.00
Seniors (Monday-Thursday)		\$ 7.00
Shelby	\$ 8.00	\$8.00
No Member Surcharge at Shelby		
Percy Warner	\$12.00	\$11.00
Member Surcharge	\$ 2.00	\$ 2.00
VinnyLinks		
Adults	\$6.00	\$6.00
18 and Under/65 and over	\$3.00	\$3.00

NO RIDING CARTS PERMITTED ON VINNYLINKS COURSE.

Youth: All youth 18 years of age and under will be permitted to play for **one half price per nine holes Monday through Friday** during the summer season. This Offer begins the day after Memorial Day and ends the Friday before Labor Day each year. VinnyLinks golf course is excluded from this offer.

FEES AND CHARGES

4000.1 GOLF FEES

Seniors: All Davidson County residents, **age 80 and over**, are allowed to play one free round of golf on **Wednesdays only** at any Municipal Golf Course.

All Davidson County residents, **age 90 and over**, are allowed to play at no charge for greens fees.

ANNUAL MEMBERSHIP FEES:

	<u>Resident</u>	<u>Non-Resident</u>
Senior Citizen	\$380.00	\$570.00
Individual	\$570.00	\$765.00
Youth	\$240.00	\$270.00
Full time Metro Employee	\$400.00	\$440.00

FEES AND CHARGES

4000.1 GOLF FEES:

GREEN FEE MEMBERSHIP POLICY

SENIOR CITIZEN: Any person 65 years of age and older, or any person at least 62 years of age, with proof of retirement.

INDIVIDUAL: Any person.

YOUTH: Eighteen (18) years and under

DISABILITY: Any person providing Social Security or Metropolitan Government disability proof may purchase a senior citizen annual membership. Proof of disability must be demonstrated with each subsequent yearly renewal.

- A. There will be a surcharge paid for each nine hole round played. This surcharge will apply year-round. The surcharge will not be applicable at Shelby.
- B. Senior memberships are good only Monday – Friday at Harpeth Hills, McCabe, Shelby, Ted Rhodes, Two Rivers, and Percy Warner.
- C. Memberships are not applicable to any organized league play during the hours of 3:30 – 5:30 pm on Monday – Friday. This restriction does not apply to Shelby.
- D. Annual memberships are not accepted at VinnyLinks golf course.

FEES AND CHARGES

4000.1 GOLF FEES:

GREEN FEE MEMBERSHIP POLICY

E. To purchase a resident membership, the user must reside in Davidson County. Anyone found giving false information about residency to purchase a membership would be barred from purchasing a membership in the future. Refunds will not be available to anyone giving false residential information.

REFUNDS AND EXTENSIONS:

Extensions of annual memberships will be considered if all of the following have been met:

- 1) Individual has never played a round during membership year.
- 2) Has proof of medical disability.
- 3) Extension has been requested on or before January 31st of the following year.

Refunds will be issued to family members upon the death of a person with an annual membership. The refund will be on a pro-rated basis follows:

Purchase date through	3 months	60%
	4th month	50%
	5th month	45%
	6th month	40%
	7th month	35%
	8th month	30%
	9th month	25%
	10th month	20%
	11th month	-0-
	12th month	-0-

FEES AND CHARGES

4000.1 GOLF FEES:

Riding Cart Usage: 9 Hole **\$ 5.49**
 18 Hole **\$10.98**

Pull Cart Usage: **\$ 2.29 per day**

Golf Club Rental:
(Two Rivers, Shelby, McCabe,
 Harpeth Hills, Rhodes **\$10.98**

(Warner) **\$ 6.87**

Personal Riding Golf Carts: **\$10.00 per day**

Range Balls **\$ 4.58**

	<u>Resident</u>	<u>Non-Resident</u>
Locker Rental	\$40.00 per year	\$44.00 per year

FEES AND CHARGES

4000.2 SPORTSPLEX
(fees effective April 1, 2010)

I. DAILY RATES – SPORTSPLEX

Adults \$ **7.00**

Children (12 and under) \$ **6.00**
 (4 and under) no charge

Seniors (62 and older)/Masters Swimmer/Persons with Disabilities/College Students \$ **6.00**

	<u>resident</u>	<u>non-resident</u>
B. 10 Pass Adult	\$ 63.00	\$ 69.00
10 Pass Child	\$ 54.00	\$ 59.00
(includes senior citizens, disabled, and Physical Therapy Groups)		

C. School Groups, 10:00 am - 2:00 pm, Monday – Friday (02/01/09)

Rink Only. \$ **4.00**

Pool Only \$ **4.00**

Both Facilities. \$ **8.00**
 (prescheduled only)

Boy/Girl Scout Groups \$ **4.00**

SCHOOL GROUPS WILL HAVE NO ACCESS TO FITNESS CENTER, NO OTHER DISCOUNTS WILL APPLY. ALL GROUP DISCOUNTS REQUIRE RESERVATIONS.

D. Sportsplex Staff After Hours Fee (does not include facility rental fee)

	NON-HOLIDAY FEE	HOLIDAY FEE
Full Time Employee	\$36.00 per hour per employee	\$60.00 per hour per employee
Part Time Employee	\$18.00 per hour per employee	\$25.00 per hour per employee

FEES AND CHARGES

4000.2 SPORTSPLEX *(fees effective April 1, 2010)*

II. ICE USAGE

	<u>resident</u>	<u>non-resident</u>
A. Yearly Rentals	\$225.00/hour	\$247.00/hour
(Yearly contract with month in advance schedules)		
B. Daily Rentals	\$273.00/hour	\$300.00/hour
plus skate rental. \$2.00 per person		
C. Hockey League Rates		
Individual.	\$ 205.00/season	\$225.00/season
Team	\$2750.00/season	\$3025.00/season
D. Tournaments/Competitions/Camps		
	\$225.00 per hour	\$247.00/per hour
E. Practice Ice (patch, freestyle, pair, dance, open)		

	<u>resident</u>	<u>non-resident</u>
10 Sessions.	\$ 81.00	\$ 89.00
30 Sessions.	\$216.00	\$237.00
60 Sessions.	\$373.00	\$410.00
90 Sessions.	\$437.00	\$481.00
Walk on.	\$ 12.00/session	\$ 13.00/session
F. Basic Class Rates (30 minutes-7 week series)		
on or before deadline	\$ 111.00	\$121.00
after deadline	\$143.00	\$157.00
walk-on	\$ 24.00/class	\$ 26.00/class
family and multi-class discount 15% off series price		

FEES AND CHARGES

4000.2 SPORTSPLEX (fees effective April 1, 2010)

GROUP DISCOUNTS

G. Advanced Class Rates

Special Figure Skating (Synchro, Dance, Stroking, Theatre, etc.)

	<u>resident</u>	<u>non-resident</u>
on or before deadline	\$111.00	\$ 121.00
after deadline	\$143.00	\$ 157.00
walk-on	\$24.00/class	\$ 26.00/class

Special Figure Skating Off-ice (Ballet, Strength, Flexibility, etc.)

on or before deadline	\$ 55.00	\$ 60.00
after deadline	\$ 74.00	\$ 81.00
walk-on	\$ 12.00/class	\$ 13.00/class

G. Advanced Class Rates

On Ice Hockey Skating

on or before deadline	\$111.00	\$121.00
after deadline	\$143.00	\$ 157.00

Hockey Skating Off-Ice (Drills, Games)

on or before deadline	\$ 55.00	\$ 60.00
after deadline	\$ 74.00	\$ 81.00

H. Open Hockey (prime mid week/day) as available \$10.00 per person

Open Hockey (prime weekends/evenings) as available \$12.00 per person

I. Skate Sharpening

Overnight. **\$6.00**

On the Spot Request . . . **\$8.00**

FEES AND CHARGES

4000.2 SPORTSPLEX (fees effective April 1, 2010)

III. MEMBERSHIP RATES - SPORTSPLEX

A.	Metro Employees:	\$290.00	
	Family Rates (each additional IRS dependent)		\$132.00
	Metro Employee maximum family rate		\$686.00
B.	Parks Department Employees:	\$198.00	
	Family Rates (each additional IRS dependent)		\$13200
	Parks Employee maximum family rate		\$528.00
C.	Public Pass:		
		<u>resident</u>	<u>non-resident</u>
		\$484.00	\$532.00
	additional family member	\$220.00	\$242.00
D.	Certified/Classified Employees of the Metro Board of Education; existing corporate employee; Senior Citizens; Disabled; College Students		
		\$330.00	\$363.00
	additional family member	\$220.00	\$242.00
	additional family member under 16	\$132.00	
E.	Youth	\$330.00 per year	
	(18 years or younger) (Must be 16 years to use fitness center, free weight room, or participate in Group exercise classes) (13 and under must be accompanied by an adult)-proposed addition		
F.	One month membership pass	\$ 66.00	\$ 72.00
G.	Three month membership	\$137.50	\$150.00
H.	Six month membership	\$247.50	\$271.00

FEES AND CHARGES

4000.2 SPORTSPLEX *(fees effective April 1, 2010)*

III. MEMBERSHIP RATES – SPORTSPLEX

	<u>resident</u>	<u>non-resident</u>
J. Senior Water exercise pass Pass is limited to Mon, Wed, & Fri from 8:00 am to 11:00 am.	\$22.00 per yr	plus \$3.00 per visit
K. Body Composition Test	\$ 15.00	\$ 16.50
L. Blood Analysis – vendor’s contract price when available.		
M. Diving Well Lane Rental per lane	\$13.00	\$14.00
N. Physical Therapy Org fee per client visit	\$10.00	\$11.00

IV. CAULKINS POOL USAGE

A. 50 Meter Pool long course.	\$ 25.00	\$ 27.50/lane per hour
	NAC \$ 15.00/per lane per hour	
B. 50 Meter Pool short course.	\$ 11.00	\$ 12.00/lane per hour
	NAC \$ 6.50/per lane per hour	
C. 25 Yard Pool	\$72.00/hr \$ 80.00/hr	
D. SWIM MEETS - The Natatorium will be available for all swim meets that require both pools at a minimum rate plus all direct costs. All rates are per day and do not include direct costs which will be assessed after swim meet is completed. (04/01/10)		

	<u>resident</u>	<u>non-resident</u>
Up to 700 Swimmers	\$1300.00	\$1430.00
701-800 Swimmers	\$1400.00	\$1540.00
801-900 Swimmers	\$1500.00	\$1650.00
901-1000 Swimmers	\$1600.00	\$1760.00
1001-1100 Swimmers	\$1700.00	\$1870.00
1101-1200 Swimmers	\$1800.00	\$1980.00
1201-1300 Swimmers	\$1900.00	\$2090.00
1301-1400 Swimmers	\$2000.00	\$2200.00
1401-1500 Swimmers	\$2100.00	\$2310.00
1501-1600 Swimmers	\$2200.00	\$2420.00
1601-1700 Swimmers	\$2300.00	\$2530.00
1701-1800 Swimmers	\$2400.00	\$2640.00
1801-1900 Swimmers	\$2500.00	\$2750.00
1901-2000 Swimmers	\$2600.00	\$2860.00
2001-2100 Swimmers	\$2700.00	\$2970.00
2101-2200 Swimmers	\$2800.00	\$3080.00

FEES AND CHARGES

4000.2 SPORTSPLEX

IV. CAULKINS POOL USAGE

The use of the scoreboard and timing equipment will be an additional fee per day.

<u>resident</u>	<u>non-resident</u>
\$500.00	\$550.00

1. Parks will receive 20% of all ticket sales for swim meets.
2. The right to operate food concessions will be the Parks', only.

	<u>resident</u>	<u>non-resident</u>
3. Set up/Breakdown of swim meet	\$1500.00	\$1650.00
4. Daily Multipurpose Room Rental	\$ 150.00	\$ 165.00

ALL FEES SUBJECT TO ANNUAL REVIEW BY THE PARK BOARD.

D. Scuba Diving Companies will pay per student/per class.

\$ 40.00	\$ 44.00
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Example: 10 students taking a 4 week Basic Open Water course – Dive shop would be charged \$400.00 and \$440.00 respectively

FEES AND CHARGES

4000.2 SPORTSPLEX

V. AQUATIC FEES

A. Sportsplex Swim Classes

	<u>resident</u>	<u>non-resident</u>
Individual (minimum 4 students).	\$ 75.00	\$ 82.50
Family rate	\$ 65.00	\$ 71.50
Late registration add	\$ 10.00	\$ 11.00
Individual with Sportsplex Membership	\$ 50.00	\$ 55.00
Must have picture ID card for all students over 4 years old. (If 4 years old or under, parent must be member.)		
Guard Start Course.	\$ 90.00	\$ 99.00
(books and materials additional cost)		
Basic Water Safety	\$ 60.00	\$ 66.00
(books and materials additional cost)		
Lifeguard Training.	\$ 150.00	\$165.00
(books and materials additional cost)		
Lifeguard Instructor.	\$ 150.00	\$165.00
(books and materials additional cost)		
Water Safety Instructor\$ 150.00	\$165.00
Lifeguard Training Challenge Course	\$ 70.00	\$ 77.00
(books and materials additional cost)		
CPR Professional Rescuer Challenge Course.	\$ 70.00	\$ 77.00
(books and pocket mask additional cost)		

VI. TV/VIDEO PRODUCTION FEE

1. During normal operating hours (2-hour minimum) and the production of video cannot interfere with normal business activity of the facility.

<u>resident</u>	<u>non-resident</u>
\$150.00/hour	\$165.00/hour

FEES AND CHARGES

4000.2 SPORTSPLEX

VI. TV/VIDEO PRODUCTION FEE

- 2. Exclusive use of facility (2-hour minimum).

<u>resident</u>	<u>non-resident</u>
\$300.00/hour	\$330.00/hour

- 3. All fees are based on per facility (Natatorium, Ice Rink, Fitness Center, Tennis Center).
- 4. Sportsplex Management will determine which rate applies.

VII. VENDORS POLICY

- 1. All vendors desiring to sell products at the Centennial Sportsplex will make their initial contact by phone to the appropriate facility manager coordinating the special event.
- 2. Once a vendor has made initial contact and received permission to sell their product at the Centennial Sportsplex, they would then make arrangements to sign a vendor's agreement and work out any special needs and details with the facility manager.
- 3. Vendors will be responsible for remittance in full of the amount due to Metro Parks on the first day of set up for the special event.
- 4. For swim meets, vendors will pay a flat daily rate for rights to sell their products. National meets and all meets involving 700 swimmers or more will require a daily vendors fee.

<u>resident</u>	<u>non-resident</u>
\$600.00/dayr	\$660.00/dayr

FEES AND CHARGES

4000.2 SPORTSPLEX

VII. VENDORS POLICY

- 4. For swim meets and other aquatic events not of a National level and with less than 700 swimmers.

<u>resident</u>	<u>non-resident</u>
\$450.00/day	\$495.00/day

- 5. Metro Parks and the Centennial Sportsplex reserve the right to adjust the daily vendor's fee for each special event.
- 6. Vendors will be responsible for the set up and break down of their designated sale areas including tents, tables and chairs. (For National level events, MetroParks will rent and set up vendor tents.)
- 7. Vendors will be solely responsible for security of their products.
- 8. Vendors requesting space for set up inside the building will need to communicate this to the facility manager. If space is available, the vendor may be asked to participate in a sealed bid process with the other vendors also desiring inside building space.

FEES AND CHARGES

4000.3 SPORTSPLEX CENTENNIAL TENNIS CENTER USAGE FEES

OUTDOOR COURTS

Regular	\$3.00 per person per hour
12 & Under	\$2.00 per person per hour
62 & Over	\$2.00 per person per hour

Sportsplex and LifeWorks members receive outdoor court time on a year-round basis.

High School/College Rates

H.S. Practice	\$4.00 ct/hr (prime time courts not available)
College Practice	\$5.00 ct/hr (prime time courts not available)
Matches-Both	Regular Hourly Rate

League Rates

Sportsplex	\$10.00 per match
Other	Regular Hourly Rate

Tournaments

Sportsplex Managed Tournaments	\$30-50.00 per entry
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College Tournament

	<u>resident</u>	<u>non-resident</u>
Singles	\$10.00 per entry	\$11.00 per entry
Doubles	\$ 5.00 per entry	\$ 5.50 per entry

High School Tournament

Practice time	\$3.00/court/hour	\$ 4.00/court/hour
Matches	\$4.00/court/hour	\$ 5.00/court/hour

All Others (NTA, etc.) 25% of each entry fee

FEES AND CHARGES

4000.3 SPORTSPLEX CENTENNIAL TENNIS CENTER USAGE FEES

Miscellaneous Fees

	<u>resident</u>	<u>non-resident</u>
Tournament Center cleaning fee if not left in satisfactory condition	\$100.00	\$110.00
Indoor Courts cleaning fee if not left in satisfactory condition	\$100.00	\$110.00

Indoor Courts may be rented by the hour and may be reserved up to one week

In advance at the following rates:

Prime time: **\$18.00** per hour

Non-prime: **\$15.00** per hour

Advance reservations for prime time must be made in 1-1/2 hour increments:

Prime time:	Monday - Friday	8:00 am - 12:00 pm 4:00 pm - close
	Saturday/Sunday	All Day
Non-prime time:	Monday - Friday	12:00 - 4:00 pm

Clinic Fees

	<u>resident</u>	<u>non-resident</u>
Adult Clinics	\$15.00/hour	\$16.50/hour
Junior Clinics	\$10.00/hour	\$10.00/hour

Teaching Pro Commission/Court Time Fee

Indoor Court time		\$8.00/hour
Outdoor Court time		\$4.50/hour
Commission Fee	minimum \$2.00/hour lesson or 5%	

Racket Stringing \$2.50/racket

Ball Machine Commission \$4.00/hour

FEES AND CHARGES

4000.4 WAVE COUNTRY FEES

Admissions: **MONDAY-THURSDAY** **FRIDAY, SATURDAY, SUNDAY**

Adults: **\$12.00** **\$14.00**

Children **\$10.00** **\$12.00**
(2 and under free)

Senior Citizens **\$8.00** (62 and over)

		<u>resident</u>	<u>non-resident</u>
Season Passes:	Adult	\$ 75.00	\$ 82.00

Child (12 and under) **\$65.00**

Group Discounts: 50-99 \$1.00 off
100 and over \$2.00 off

Private Reservations: (2 hr. minimum) **\$1100.00/hour** **\$1210.00/hour**
10% down - 30 days in advance, (no return)
\$1.00 per person over 1,000

FEES AND CHARGES

4000.5 SAILBOAT MARINA FEES (effective 04/01/10)

	<u>resident</u>	<u>non-resident</u>
Small Wet Slip -	\$115.00 per month	\$127.00 per month
	\$1265.00 per year	\$1392.00 per year
Large Wet Slip -	\$160.00 per month	\$176.00 per month
	\$1760.00 per year	\$1963.00 per year
Dry Slip Usage -	\$ 55.00 per month	\$ 60.00 per month
Hobie Beach -	\$30.00 per month	\$ 33.00 per month
Sunfish Beach -	\$23.00 per month	\$ 25.00 per month
Sailboard Rack -	\$19.00 per month	\$ 21.00 per month
Overnight dockage/daily launching fee	\$7.00	\$ 8.00

One (1) month discount on all annual payments.

Late fees for payments received after the 10th of each month:

Small Wet Slip	\$25.00	\$27.50
Large Wet Slip	\$25.00	\$27.50
Dry Slip, Hobie Beach Sunfish Beach, Sailboard Rack	\$10.00	\$11.00
MSD Pumpout Fee (no charge to slip renters)	\$ 5.00	\$ 6.00

Sailboat Marina after hours use \$50.00 per hour \$75.00 per hour/holidays
for each staff person minimum of 2 hours. If **custodial services** are

required additional fee will be charged.	<u>resident</u> \$30.00	<u>non-resident</u> \$33.00
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FEES AND CHARGES

4000.6 SWIMMING POOL FEES

I. Indoor Pool Fees:

General Admission:

Open Swim no charge

Lap Swim no charge

	<u>resident</u>	<u>non-resident</u>
Learn to Swim Class	\$ 50.00/session	\$ 55.00/session
Learn to Swim Class/Seniors	\$ 25.00/session	\$ 27.50/session
Learn to Swim Class (summer)	\$ 50.00/session	\$ 55.00/session
Water Fitness Class	\$ 2.00/session	\$ 2.00/session
Safety Classes	\$150.00/session	\$165.00/session
Lifeguard Training	plus books	plus books
Water Safety Instructor		
Lifeguard Instructor		
CPR for the Professional Rescuer		
Safety Reviews/Challenges	\$70.00/session	\$77.00/session
Lifeguard Training	plus books	plus books
CPR for the Professional Rescuer		

II. Reservations beyond regular operating hours:

	<u>resident</u>	<u>non-resident</u>
A. Commercial use:	\$100.00 per hour	\$110.00 per hour
Plus \$1.00 admission per participant with lifeguard fees at \$20.00 per hour, one guard for every 25 participants with a 2-hour minimum.		
B. Community use:	\$ 30.00 per hour	\$ 33.00 per hour
Plus \$1.00 admission per participant with lifeguard fees at \$20.00 per hour, one guard for every 25 participants with a 2-hour minimum.		

FEES AND CHARGES

4000.6 SWIMMING POOL FEES: (HARTMAN AND HADLEY)

III. Competitive Swim Meets

<u>resident</u>	<u>non-resident</u>
\$250.00 per 8-hour day Plus \$ 20.00 per hour per lifeguard (2 hour minimum)	\$275.00 per 8-hour day Plus \$ 20.00 per hour per lifeguard (2 hour minimum)

If meet goes beyond 8 hours, a fee of \$30.00 per hour will be charged in addition to the daily rate.

Rental fee for additional equipment starting blocks, start system, etc. may be rented from the Centennial Sportsplex with prior approval if available. Rental cost includes labor involved.

	<u>resident</u>	<u>non-resident</u>
One starting block	\$ 20.00 per day	\$ 22.00 per day
One starting system	\$100.00 per day	\$110.00 per day

All rates are per day and do not include direct cost (setup and breakdown).

These fees will be assessed after swim meet is completed. Fees must be paid within five (5) working days after the reservation has concluded.

Any group or individual reserving a pool beyond regular operating hours must sign a Hold Harmless Agreement.

IV. The number of lifeguards will be determined by the Aquatic Director of the pool. Factors to be considered will be age, number of participants and type of activity.

FEES AND CHARGES

4000.6 SWIMMING POOL FEES: (HARTMAN AND HADLEY)

V. Reservations during regular operating hours:

A. Indoor Competitive swim team practice

	<u>resident</u>	<u>non-resident</u>
3 lanes or less	\$15.00 per hour	\$16.50 per hour
4 lanes	\$20.00 per hour	\$22.00 per hour

VI. Seasonal Outdoor Pools:

ROSE, LOOBY, CLEVELAND

A. Pools may be reserved during regular operating hours, depending on available space. Community groups or parties (non-profit) will pay group rates during open swim time.

GROUP RATE WITH RESERVATIONS MADE ONE WEEK PRIOR TO RESERVATION: \$1.00 per swimmer

GROUP RATE WITH RESERVATIONS MADE LESS THAN ONE WEEK PRIOR TO RESERVATION: \$2.00 per swimmer

FEES AND CHARGES

4000.7 ATHLETIC FEES

I. Basketball:

Entry Fee/adult

Resident \$450.00

Non-resident \$450.00 plus 10.00 per person out of county fee

II. Volleyball:

Resident \$200.00

Non-resident \$200.00 plus 10.00 per person out of county fee

III. Fees for Invitational Basketball and Volleyball Tournaments (admission fee may not exceed \$3.00 per person)

A. **\$25.00 per team** plus gymnasium rental

B. Gymnasium rental on non holidays:

Resident \$50.00 per hour

Non-Resident \$55.00 per hour

C. Gymnasium rental on holidays:

Resident \$75.00 per hour

Non-Resident \$82.50 per hour

FEES AND CHARGES

4000.7 ATHLETIC FEES: (Continued)

III. Fees for Invitational Basketball and Volleyball Tournaments

- D. Tournaments may only be held in gymnasium after normal hours of operation of the community centers.
- E. Admission fees to the tournament may not exceed \$3.00 and all admission fees will go to the organization or individual conducting the tournament.
- F. Requests for invitational tournaments must be submitted in writing to the Superintendent of Recreation - Community Centers.

IV. Softball:

Spring Slow Pitch - one game per week:

Resident \$500.00

Non-resident \$500.00 plus 10.00 per person out of county fee

Spring Slow Pitch - two games per week:

Resident \$650.00

Non-resident \$650.00 plus 10.00 per person out of county fee

Spring Fast Pitch Entry Fee – two games per week:

Resident \$700.00

Non-resident \$700.00 plus 10.00 per person out of county fee

Fall Slow Pitch Entry Fee – one game per week:

Resident \$350.00

Non-resident \$350.00 plus 10.00 per person out of county fee

FEES AND CHARGES

4000.7 ATHLETIC FEES: (Continued)

Fall Slow Pitch Entry Fee – two games per week:

Resident \$500.00

Non-resident \$500.00 plus 10.00 per person out of county fee

Youth Entry Fee

\$250.00 per team (with exception of community center teams)

V. Field Usage Fee:

A. Private School Usage. \$50.00 per game per field

B. For use of athletic field for league play (Parks maintained facilities):

YOUTH \$25.00 per team

ADULT:	<u>Resident</u>	<u>Non-resident</u>
	\$150.00	\$160.00

permit fee per month, per field, plus the following team fees

	<u>Resident</u>	<u>Non-resident</u>
Football	\$90.00 per team	\$110.00 per team
Baseball	\$90.00 per team	\$110.00 per team
Softball	\$90.00 per team	\$110.00 per team
Soccer	\$50.00 per team	\$ 55.00 per team
Frisbee	\$50.00 per team	\$ 55.00 per team
Cricket	\$50.00 per team	\$ 55.00 per team
LaCrosse	\$50.00 per team	\$ 55.00 per team

FEES AND CHARGES

4000.7 ATHLETIC FEES: (Continued)

Tournament and clinic fees. . . \$50.00 per day per field

*Independent Softball Leagues \$90.00 per team

*Independent leagues are defined as leagues not organized by Metro Parks Sports Division and must represent businesses, churches, etc. An individual cannot be an independent league.

For use of athletic fields for practice for youth sports activities, \$50.00 permit fee, per field, per season.

V. Field Usage Fee:

A. Athletic Field Practice Reservation Fees:

DAY HOURS – Baseball, Football, Softball

Resident \$20.00 per field per 2 hour reservation

Non-Resident \$25.00 per field per 2 hour reservation

DAY HOURS – Cricket, LaCrosse, Soccer, Frisbee

Resident \$40.00 per field per 2 hour reservation

Non-Resident \$45.00 per field per 2 hour reservation

NIGHT HOURS

Resident \$40.00 per field per 2 hour reservation

Non-Resident \$45.00 per field per 2 hour reservation

Youth per 2 hour reservation at community centers

Resident \$40.00 per field

Non-Resident \$45.00 per field

Key deposits – all keys must be returned by 12:00 noon the following work day to receive refund of key deposit.

FEES AND CHARGES

4000.7 ATHLETIC FEES: (Continued)

VI. Ball Diamond Light Box Key Deposit:

\$50.00 per key with a limit of four keys given to any one organization.

Deposits will be accepted in **cash only**; no personal checks. The deposit will be refunded only on the following conditions:

- A. When key or keys have been returned to the Sports office within seven (7) working days following the expiration of permit.
- B. When the individual team or league has complied With Park Board rules concerning use of the fields and lights.
- C. The deposit will be forfeited:
 - 1. If the key or keys have been lost or duplicated.
 - 2. If keys are not returned within seven (7) working days following the expiration of permit **for all independent leagues**.
 - 3. If the individual team or league fails to turn off the lights more than two (2) times during the permitted time.
 - 4. If the individual team or league damage the light box or lock. It is the responsibility of the individual to inspect the light box and lock immediately upon arrival at the field. If the box is damaged or the lock is missing, a report must be made to the Parks Division (862-8411) or Sports Division (862-8424) by 12:00 noon on the next working day.

FEES AND CHARGES

4000.7 ATHLETIC FEES: (Continued)

VII. Gymnasium Usage Fee

Independent volleyball and basketball leagues will be scheduled for use of Recreation Division Gymnasiums after normal operating hours.

Maximum length of use per league will be sixteen (16) weeks.

Resident \$60.00 per team per season, plus \$50.00 per hour with a two (2) hour minimum, for staff required to work. (\$75.00 per hour on holidays.)

Non-Resident \$66.00 per team per season, plus \$50.00 per hour with a two (2) hour minimum, for staff required to work. (\$75.00 per hour on holidays.)

VIII. Invitational Softball Tournament Guidelines and Fees:

A. Invitational Softball Tournament Fees Per Day:

<u>Resident</u>	<u>Non Resident</u>
\$400.00	\$440.00

Paragon Mills Complex

<u>Resident</u>	<u>Non Resident</u>
\$175.00	\$192.50

B. The ENTIRE USAGE FEE must accompany a completed application before a permit will be issued.

FEES AND CHARGES

4000.7 ATHLETIC FEES: (Continued)

VIII. Invitational Softball Guidelines and Fees:

- C. Reservations will be made on a first-come, first-serve basis, beginning the fourth Monday in February at 8:30 am at the Park Office.
- D. No tournament reservation will be made after July 1 of each year.
- E. The team manager or the individual sponsoring the tournament must make the reservation in person.
- F. Teams or organizations will be allowed to make only one (1) tournament reservation on the initial sign up date. If dates are available, teams wishing to reserve an additional tournament date must come by the Sports Office to make the reservation. Tournament dates secured after the initial sign-up date must be scheduled at least two (2) weeks in advance of tournament play.
- G. No team or individual may hold more than two tournaments in one year.
- H. No Tournaments will be held before the 2nd weekend in April or after Labor Day.
- I. Invitational softball tournament reservations taken Monday thru Friday 8:30 am to 12:00 noon.
- J. \$25.00 CASH deposit required on all keys. All keys must be returned the next working day following final permit date for full key reimbursement. (Key is needed only if park umpire being used does not have access to key.)

FEES AND CHARGES

4000.7 ATHLETIC FEES: (Continued)

VIII. Invitational Softball Guidelines and Fees:

- K. No ball game can be scheduled or started at or after 12:00 am (midnight) unless the tournament has been delayed by inclement weather.
- L. Any player or coach who participated in any Metro Softball League, who commits a major offense of attacking or assaulting any umpire and who is arrested and found guilty while participating in any weekend tournament held on any Metro Parks Softball Diamond will be suspended from all sports activities conducted by Metro Board of Parks and Recreation Sports Department. Length of suspension will be determined by the Sports Department's Staff.

IT WILL BE THE RESPONSIBILITY OF THE TOURNAMENT DIRECTOR TO REPORT ANY OF THE ABOVE INCIDENTS TO THE SPORTS DEPARTMENT.

M. Playing Locations

Tournaments may be held at the following locations with the starting times as indicated:

Cane Ridge Park	8:00 AM
Cedar Hill Park	8:00 AM
*Two Rivers Park	8:00 AM
West Park	8:00 AM
Shelby Park	8:00 AM

*Two Rivers Diamond #1 - Play cannot start on this diamond until 1:00 pm on Sundays due to the close proximity of churches.

FEES AND CHARGES

4000.7 ATHLETIC FEES: (Continued)

VIII. Invitational Softball Guidelines and Fees:

- N. No tournaments will be held at the following park locations:
Cleveland, East, McFerrin, Douglas, South Inglewood, West Park
Upper Diamond, Hartman, Whitfield, Dudley, Madison, Coleman,
and William Pitts Park.
- O. Gate admission may be charged at Cedar Hills, Shelby, West and
Cane Ridge Parks with a maximum charge of \$3.00 per person per
day. The money collected from gate fees will go to the organization.
- P. The department will make every effort to work the fields on
Saturday and Sunday morning. However, if the fields are not
worked, the fee is still payable.
- Q. One Day Tournaments - (Field will be worked on the day of the
reservation ONLY). In the event of rain the director must call the
Sports Department on Monday to reschedule the tournament.
(The tournament cannot continue the next day.)
- R. If the ball diamond maintenance crew is still working the diamonds
when the tournament begins, they (not the players) have priority,
and must be allowed to complete their work before the tournament
can begin.
- S. If organizations wish to charge for parking, they must request
approval from the Park Board or designee in advance.

FEES AND CHARGES

4000.7 ATHLETIC FEES

VIII. Invitational Softball Guidelines and Fees:

- T. If day time play is desired, the tournament must be finished by 5:00 pm in order that diamonds can be scheduled for league rain out games.

FEES AND CHARGES

4000.8 TWO RIVERS MANSION USAGE FEES

(Usage fees are based on six hours and may not exceed 11:00 pm)

Monday-Thursday	\$ 800.00	
Friday and Saturday	\$1600.00	
Sunday	\$1000.00	
Additional usage fee per hour (2 hour maximum)	\$ 100.00	
Video, photography fee per hour Inside Mansion (3 hour minimum)	\$ 150.00	
Bride photo/portrait rental fee per hour hour minimum)	\$ 50.00	(3

Prospective users may request that a date be held informally (with no down payment) for a grace period of one week only. However,, in order to secure the date, a formal contract must be signed and a down payment of one-half the fee paid within fifteen days. All set up, tear down and clean up must occur during the rental period. No deliveries before scheduled rental time is allowed.

PAYMENT FOR USE OF THE MANSION:

To confirm the date, a rental agreement must be signed and one-half of the fee paid within fifteen days. The balance of the fee is due 30 days prior to event. Extra hours must be scheduled at this time as well. Due to staff scheduling, event time frames cannot be changed.

CANCELLATION OF EVENT:

Fifty percent of a down payment can be returned if at least a sixty day notice of cancellation is given. No refund can be made if less than a sixty day notice is given.

FEES AND CHARGES

4000.9 EQUESTRIAN CENTER USAGE FEE

The Metropolitan Government and the Parks and Recreation Department shall provide areas and facilities for use as an Equestrian Center. Individuals or organizations wishing to hold an event at the Equestrian Center must first fill out an application which may be obtained from the Superintendent of the Warner Parks. Applications for events may be submitted no earlier than the first working day in February of the calendar year in which the event is to occur.

Scheduling priority will be given to equestrian and recurring events which have an annually established date, if notice is given to the Parks and Recreation Department in January of the calendar year in which the event is to occur.

When staff deems it appropriate, event organizers may be required to attend a meeting(s) with staff to determine if a permit will be issued, and to work out the logistics of the event. Permits for the Equestrian Center refer to the area north of Old Hickory Blvd., in Percy Warner Park only. Requests for equestrian activity in other areas must be made to the Park Board.

Special events unrelated to equestrian or cross country running activities may be permitted in the "outfield area" of the Equestrian Center, including the stable area, boxholder B field, and boxseat area. The "infield area" of the Equestrian Center will be reserved for equestrian and cross country running events, and activities incidental to those events.

FEES AND CHARGES

4000.9 EQUESTRIAN USAGE FEE

I. GENERAL GUIDELINES:

- A. The purpose of the equestrian area shall be to provide equestrian activities for the public, and not for commercial or private gain, except as is specified and allowed for in Section 3000.4 of the Policy Manual of the Metropolitan Board of Parks and Recreation.
- B. Permit fees and daily fees for equestrian events and activities must be paid to the Parks and Recreation Department in advance, prior to the issuing of permits. For all weekend schooling, all permit fees must be paid and permit signed no later than Thursday prior to weekend scheduled. Weekday schooling must have at least a 24 hour notice with all fees paid prior to the issuing of permits. For all other equestrian events, all permit and daily use fees must be paid and permit signed no later than two weeks prior to the event. If the event is cancelled due to inclement weather, staff will work with event organizers to reschedule the event for the next mutually agreed upon date and time subject to availability. A \$25.00 key deposit is required for all schooling and equestrian events. The deposit will be refunded only when the key is returned to the Warner Parks Headquarters within seven (7) days of the expiration of the permit.

FEES AND CHARGES

4000.9 EQUESTRIAN USAGE FEE

I. GENERAL GUIDELINES:

C. When staff deems it appropriate, equestrian event organizers will be required to hire an off duty Park Police Officer at the prescribed rate in the “Fees and Charges” section of the policy manual. In addition, off-duty park maintenance personnel may be hired by event organizers, at the prescribed rate in the “Fees and Charges” manual.

If the event has charges, merchandising, solicitation, and or services sold, then the General Park Fees as outlined in 3000.37 will apply in addition to appropriate Equestrian Center usage fees. When staff deems it appropriate, concessions which are essential to the operation and safety of the event may be exempted from fees and charges, (i.e. farrier and veterinarian).

D. Organizations requesting a waiver of fees or policies for equestrian events and activities must petition the Park Board. The Park Board will consider a request for fee waiver only if the event meets the requirements as described in section 3000.28 General Park Policies.

FEES AND CHARGES

4000.9 EQUESTRIAN USAGE FEE

I. GENERAL GUIDELINES:

- E. Scheduling, permitting, and fee structure for use of the stables will be handled as a separate item when permitting equestrian events and activities, as specified in “II. Stabling”.
- F. The established season for permitted equestrian activities, (excepting organized trailrides, use of the all-weather surface pony ring, and use of the stables), shall begin with the first day of April and end with the last day of October. For schooling and training only, conditional use will be permitted in March and November, subject to weather conditions. No equestrian activities will be permitted during the three (3) week period prior to “Special Events”, as defined in “VII. Special Events”.
- G. Organizations or individuals permitted to hold equestrian events must submit a financial statement to the Parks and Recreation Department within 60 days following the event, showing revenues and expenses.
- H. Equestrian event organizers must provide a copy of the liability insurance policy required by Metropolitan Government – Office of Risk Management. It will be the responsibility of the event organizers to contact the office of Risk Management, 862-6380, to determine the liability policy requirements before a permit is issued.

FEES AND CHARGES

4000.9 EQUESTRIAN USAGE FEE

I. GENERAL GUIDELINES:

- I. Event organizers will be responsible to compensate the Parks and Recreation Department for all expenses incurred due to damages resulting from their event. Jumps which are technically constructed will be repaired to the specifications of the United States Combined Training Association. Normal wear and tear will not be construed as damage.
- J. The maximum number of horses entered in an equestrian event using only one show ring and using only the permanent stables will be determined by staff on a per event basis. The maximum number of horses entered in other types of equestrian events will be one hundred sixty (160).
- K. The maximum number of horses which may be stabled on park property for an equestrian event shall be limited to the use of the existing permanent stables and one (1) temporary stabling tent with a maximum of sixty-eight (68) stalls.

FEES AND CHARGES

4000.9 EQUESTRIAN USAGE FEE

I. GENERAL GUIDELINES:

- L. Electrical improvements, changes, and alterations for equestrian events must be accomplished in a manner which meets the appropriate standards of the Department of Codes Administration. Event organizers must report their electric needs, and plans for improvements, to the Assistant Director of Parks and Recreation – Maintenance, or his appointed representative in advance of the event.

- M. If staff deems it appropriate, event organizers may be required to appear before the “Metro Special Event Office”, which is made up of representatives from various boards, commissions, departments, and agencies of the Metropolitan Government, and whose purpose is “. . . to review plans submitted by (the public event) sponsor, “. . . and “insure that the event is planned in such a manner that the health, safety, and welfare of the citizens of the Metropolitan Government are protected and that any economic impact upon the Metropolitan Government is minimized.”

FEES AND CHARGES

4000.9 EQUESTRIAN USAGE FEE

I. GENERAL GUIDELINES:

- N. In the event that it is necessary to remove or dispose of a dead animal, such action shall be the responsibility of the individual or organization holding the permit for the activity at which the animal died. If, however, such removal or disposal is conducted by the Parks and Recreation Department, a charge of \$500.00 will be imposed on the permit holder.
- O. Event organizers will not assign their permit to other individuals or organizations, nor will they establish any sub-permitting process or fee structure separate from or inconsistent with the policies and fees of the Board of Parks and Recreation.

II. STABLING

Routine use of the stables will be in association with permits issued for use of the Equestrian Center. Other requests will be considered on a case by case basis by the Warner Park Superintendent or his designee. Stables and shed rows, when not in use, will be chained or padlocked. Users must supply their own bedding and feed. Straw or wood shavings may be used for bedding. Park staff will inspect stalls before and after use to evaluate their condition and permit holders are encouraged to do

FEES AND CHARGES

4000.9 EQUESTRIAN USAGE FEE

II. STABLING

the same. Deficiencies reported to Parks before use will not be charged to the permit holder. During their stay users will be responsible for doing their own cleaning and picking out of stalls. Final clean-up following stay will be done by one of the two following methods:

*If permit holder cleans out stalls and shed rows on the last day of their stay to the standards and satisfaction of Park Staff, there will be no charge.

*If Park Staff cleans out stalls and shed rows, or finishes clean up which does not meet the standards of staff, the permit holder will reimburse Parks for all labor costs. Staff clean up will be done on overtime at “time and a half” rate of employee salary.

Clean up applies to permanent and temporary stables.

	<u>Resident</u>	<u>Non-Resident</u>
Stall Rental Fee (applies to permanent stalls only)	\$15.00 per day	\$16.50 per day

FEES AND CHARGES

4000.9 EQUESTRIAN USAGE FEE

III. TRAILRIDING:

Trailriding is permitted on the bridle paths only, and is strictly prohibited on the hiking trails. Organized trailrides of 10 or more riders will require a permit, which may be obtained through the Superintendent of Warner Parks. Organized trailriders will not have exclusive use of bridle paths

	<u>Resident</u>	<u>Non-Resident</u>
A. Individual daily fee	\$ 4.00	\$ 5.00
B. Annual fee	\$ 40.00	\$ 50.00
B. Organized trailrides:		
10 to 25 horses	\$ 40.00	\$ 44.00
26 to 75 horses	\$ 75.00	\$ 82.50
76 horses and over	\$150.00	\$165.00

IV. EQUESTRIAN SHOWS AND COMPETITIONS:

A. Use of entire area (excluding trailhead)	<u>Resident</u> \$750.00/day	<u>Non-Resident</u> \$825.00/day
B. All weather surface pony ring	<u>Resident</u> \$500.00/day	<u>Non-Resident</u> \$ 550.00/day
Drag Fee (includes 2 drags, before and after event)	\$250.00	\$ 275.00
Each additional drag	\$125.00	\$137.50

Permit holder will contact and schedule dragging with the Middle Tennessee Pony Club (MTPC). Payment for dragging maintenance will be made directly to MTPC.

FEES AND CHARGES

4000.9 EQUESTRIAN USAGE FEE

V. EQUESTRIAN SHOWS AND COMPETITIONS:

C. Event organizers may have access to the Equestrian Center in a advance of their event to measure, lay out, and otherwise prepare for the event. Actual setup and tear down of tents, jumps, and other equipment will be subject to the following regulations:

1. If temporary stabling tents, other tents, jumps, and other equipment are used, organizers may begin setup no earlier than five days in advance of the event, and must complete tear down no longer than five days following the event.

Location of all tents must be approved in advance by staff.
2. If temporary stabling tents and other tents are not used, organizers may begin setup of jumps and other equipment no earlier than two days in advance of the event, and must complete tear down no longer than two days following event.
3. Should event organizers fail to remove jumps and other equipment within the prescribed time period, the Parks and Recreation Department will remove said jumps and other equipment which interfere with mowing and other maintenance, or which present liability concerns. For this service the event organizers will be charged whichever of the following is greater: \$100.00 or reimbursement to the Parks and Recreation Department for the cost of all labor expenses based on overtime wages.

FEES AND CHARGES

4000.9 EQUESTRIAN USAGE FEE

VI. INFIELD SCHOOLING AND TRAINING:

- | | <u>Resident</u> | <u>Non-Resident</u> |
|----|--|---------------------|
| A. | \$ 20.00/horse | \$ 25.00/horse |
| B. | For frequent schooling use deemed by staff to be commercial in nature (where students pay a fee for equestrian coaches), the “Guest Instructor” system will apply, (80% to instructor, 20% to Metro, with all checks made payable to Metro Parks). | |

NOTE: Same setup and tear down regulations apply.

VII. SPECIAL EVENTS:

- A. The Iroquois Steeplechase, Warner Park Races, and other equestrian events with over 1,000 in attendance shall be classified as “SPECIAL EVENTS”. Fees and policies for special events will be established by the Board of Parks and Recreation.
- B. Special events permitted at the Equestrian Center that are unrelated to equestrian or cross country running activities will be subject to the same fees that apply to the “special events area”.

	<u>Resident</u>	<u>Non-Resident</u>
C. Steeplechase Office Usage Fee		
1. One-half day rental	\$ 25.00	\$ 35.00
2. Full day rental	\$ 50.00	\$ 70.00

FEES AND CHARGES

4000.10 Z. ALEXANDER LOOBY THEATRE USE

I. THEATRE FEES:

A. Usage fees:

Minimum of four hours per day. Scheduled hours must run consecutively within a 24-hour period. . . . **\$75.00 per hour**

These fees include a reimbursable labor charge for after hours use. After hours will be defined as those hours beyond the regular 40 hour work week scheduled for the staff person in charge of the facility. . . . **\$75.00 per hour**

B. Technical Director/Staff **\$40.00 per hour**
(minimum of 4 hours)

C. Staff House Manager. **\$40.00 per hour**
(minimum of 4 hours)
to oversee all events that are open to the public or larger than 25 occupants in the facility.

	Resident	Non-Resident
D. Video/commercial shoot session (minimum of 4 hours)	\$150.00/hr	\$165.00/hr

E. If an admission or fee is charged, 10% of the total admissions or gross box office fees must be paid in addition to the hourly rental rate. Complimentary admissions will be counted as paid admissions when figuring the 10% charge. Payment of the 10% commission is due on the last day of the rental period. Make a check payable to:

METROPOLITAN BOARD OF PARKS AND RECREATION.

FEES AND CHARGES

4000.10 Z. ALEXANDER LOOBY THEATRE USE

THEATRE FEES:

- F. Payment of fees for the first day's rental must accompany the application. For rental periods of more than one day, payment of the balance of total fees is due on the last day of the rental period. Make check for the hourly fee payable to METROPOLITAN BOARD OF PARKS AND RECREATION.
- G. It is essential to figure exactly the hours of use at the time of application. No refunds will be made for unused time. If the user has not vacated the theatre by the end of the scheduled time, the user will be charged a minimum two hour overtime charge plus an hourly charge for each hour beyond the two hour overtime period.
- H. Fees include use of the theater space; lighting equipment; sound equipment; dressing rooms; piano; and staff to open, close, and monitor program.
- I. If paid fees are to be reimbursed or fees due altered because of cancellation of a reservation, cancellation of the reservation must occur at least two (2) weeks prior to the reservation date. Requests for extension of hours or dates of a confirmed reservation will be considered based on availability of a staff person.

FEES AND CHARGES

4000.10 Z. ALEXANDER LOOBY THEATRE USE

THEATRE FEES:

- J. Written approval from the Theater Manager prior to the event is required in order to sell food or merchandise in the lobby.

Permit for food or merchandise sales. **\$25.00**
(up to 4 performances)

SCHEDULING:

- A. The METROPOLITAN BOARD OF PARKS AND RECREATION has first priority in scheduling events at the Looby Theatre.
- B. Scheduling is based on the availability of a staff person.
- C. Hours of availability, 7:30 am to 11:30 pm, seven days a week.

PROCESSING:

- A. All items on the application form must be completed.
- B. Application and first day fee(s) must be filed at least thirty (30) days prior to the date requested.
- C. Applications will be considered on a first come, first serve basis and will not be taken more than 12 months in advance.
- D. If dates, times, and activity are approved and scheduled, a photocopy of the signed application and a copy of the usage agreement will be returned as confirmation of reservation. Reservation is not confirmed until these copies are received by the applicant.
- E. For paid fees to be reimbursed or altered because of a reservation cancellation, notification of cancellation must be given at least two (2) weeks prior to the reservation date.

FEES AND CHARGES

4000.11 CULTURAL ARTS FEES

I. VISUAL ARTS

Adults	<u>Resident</u>	<u>Non-Resident</u>
	\$45-100.00*	\$50-110.00*

*Session plus supplies

Seniors. 25% off adult rate

Children (for guest instructed specialty classes)

<u>Resident</u>	<u>Non-Resident</u>
\$25-70.00*	\$30-75.00*

*Metro Parks furnishes kilns, molds, and easels.

II. PERFORMING ARTS – DANCE, MUSIC, THEATER:

A. DANCE

Adults	<u>Resident</u>	<u>Non-Resident</u>
(one class per week)	\$30-75.00	\$33-85.00
(two classes per week)	\$50-100.00	\$55-110.00

Seniors. 25% off adult rate

Children (for guest instructed specialty classes)

<u>Resident</u>	<u>Non-Resident</u>
\$15-85.00*	\$20-90.00*

Additional fee for each dance class with piano accompaniment:

<u>Resident</u>	<u>Non-Resident</u>
\$14-27.00	\$15-30.00

INDIVIDUAL DANCE CLASS FEES:

Adult per class with piano accompaniment:

<u>Resident</u>	<u>Non-Resident</u>
\$10-25.00	\$12-30.00

Children. . . \$5.00 per class with piano accompaniment

FEES AND CHARGES

4000.12 CULTURAL ARTS FEES

II. PERFORMING ARTS – DANCE, MUSIC, THEATER:

MUSIC AND THEATER

Adults	<u>Resident</u>	<u>Non-Resident</u>
(less than 2 hour class in length)	\$18-50.00	\$20-55.00

(more than 2 hour class in length)	\$36-75.00	\$40-85.00
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Seniors. 25% off adult rate

Children (for guest instructed specialty classes)

<u>Resident</u>	<u>Non-Resident</u>
\$15-60.00*	\$20-65.00*

III. RENTALS:

Dance Studio:	<u>Resident</u>	<u>Non-Resident</u>
4-hour minimum	\$50.00	\$60.00

per day (8 hours)	\$75.00	\$82.50
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Piano per day w/dance studio rental	\$75.00	\$85.00
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REGISTRATION POLICY: On registration day all cultural recreation classes offered by Metro Parks and Recreation will accept participants who are residents of Davidson County, and then out-of-town residents will be placed automatically on the waiting list. At the close of registration day if classes are not filled by Davidson County residents, persons on the waiting list will be contacted and enrolled, in order, until class capacity is reached.

FREE LANCE INSTRUCTORS: All Free Lance Instructors, including laid-off personnel or those instructors that we ask to teach; ten percent (10%) paid to Parks Department, and ninety percent (90%) paid to instructors. Franchise or business representatives requesting use of centers to teach classes, such as Jazzercise, etc. forty percent (40%) to Parks Department and sixty percent (60%) to instructor.

FEES AND CHARGES

4000.12 MUSEUM RATES

I. Parthenon

Adults \$6.00

Children \$4.00

Senior Citizens. \$4.00
(62 and over)

Group Rate \$5.50
(10 or more)

Group Rate \$3.00
(10 or more Senior Citizens and non-Davidson County school students
with reservation)

Davidson County school students w/reservation free

Children under age four. free

Parthenon Patron Member.free

Grand Tour Voucher Rate. . . \$3.50 (companies who make reservations)

Commercial video, film, and still photography shoot sessions with
exclusive use of the inside of building (1-6 hours) \$1500.00

Commercial video, film, and still photography shoot sessions with
exclusive use of the inside of building (each additional block of 6 hours
or portion thereof) \$1200.00

II. Fort Nashborough - Self guided tours - no charge

FEES AND CHARGES

4000.12 MUSEUM RATES

III. Centennial Art Center

Usage fee per hour with a 2 hour minimum for after hours reservations.

<u>Resident</u>	<u>Non-Resident</u>
\$145.00 per hour	\$175.00 per hour

Holiday usage fee per hour with a 2 hour minimum for after hours reservations.

<u>Resident</u>	<u>Non-Resident</u>
\$160.00 per hour	\$190.00 per hour

Number of staff needed will be determined by the Director of the Art Center. Hourly fee for each employee required includes, but not limited to, custodial support, additional event supervision and facility prep time.

<u>Resident</u>	<u>Non-Resident</u>
\$35.00 per hour	\$ 45.00 per hour

Holiday staff fee per hour:

<u>Resident</u>	<u>Non-Resident</u>
\$ 45.00 per hour	\$ 55.00 per hour

FEES AND CHARGES

4000.12 MUSEUM RATES

III. Fort Negley

- A. Adult admission \$2.00
- Senior/Youth admission. \$1.00

- B. Usage fee per hour, after hours, non-holiday with 2 hour minimum

<u>Resident</u>	<u>Non-Resident</u>
\$100.00	\$125.00

- C. Usage fee per hour, after hours, holiday with 2 hour minimum

<u>Resident</u>	<u>Non-Resident</u>
\$125.00	\$150.00

- D. Hourly fee for each employee required includes, but not limited to, custodial support, additional event supervision and facility prep time.

<u>Resident</u>	<u>Non-Resident</u>
\$40.00 per hour	\$ 45.00 per hour

- E. Holiday staff fee per hour:

<u>Resident</u>	<u>Non-Resident</u>
\$ 45.00 per hour	\$ 55.00 per hour

FEES AND CHARGES

4000.13 GENERAL PARK FEES

I. General Park Areas:

A. \$110.00 - \$1512.50 per day fee if the event requires set-up of structures, including tables and chairs.

\$27.50 - \$1512.50 per day if there is no set-up of any structure, based on size of area.

B. Additional Daily Fees:

Selling of food/soft drinks and/or merchandise:

<u>Resident</u>	<u>Non-Resident</u>
\$385.00	\$407.50

Charging an admission fee:

<u>Resident</u>	<u>Non-Resident</u>
\$275.00	\$302.50

Entry fee for participants.

<u>Resident</u>	<u>Non-Resident</u>
\$165.00	\$181.50

If surrounding green space is utilized for set up and tear down.

<u>Resident</u>	<u>Non-Resident</u>
\$165.00	\$181.50

THE ABOVE LISTED FEES ARE NOT APPLICABLE FOR YOUTH ACTIVITIES HELD IN A METRO PARK IF THE PARTICIPATORY FEES COLLECTED ARE PROVIDING SUPPORT FOR THE ACTIVITY.

A. Musical events are permitted in general park areas only if they do not involve any amplification. Persons requesting a permit for musical events requiring amplification must reserve Riverfront Park or a bandshell as set forth in 4000.14.V.

FEES AND CHARGES

4000.13 GENERAL PARK FEES:

I. General Park Areas:

D. Permits for fundraising events may only be requested by persons or organizations that hold a permit from the Tennessee Charitable Solicitations Board, bona fide educational institutions, religious organizations who have a 501(c)3 status with the IRS, and political candidates for public office.

E. IN ADDITION TO THE ABOVE ESTABLISHED FEES THE PARKS DEPARTMENT WILL BE REIMBURSED FOR ALL SERVICES DIRECTLY RELATED TO THE OPERATION OF ANY EVENT IF THESE SERVICES MUST BE PERFORMED AFTER NORMAL OPERATING HOURS AND RESULT IN OVERTIME LABOR COSTS. THE PARKS DEPARTMENT RESERVES THE RIGHT TO REQUIRE THAT CERTAIN SERVICES BE PERFORMED BY PARK PERSONNEL ONLY.

F. A separate permit and application is required for use of any facility in a Park.

G. Fee will be paid upon approval of application.

H. Financial statement from fundraising event is due into the Director's office thirty days after completion of event.

FEES AND CHARGES

4000.13 GENERAL PARK FEES:

II. Policy for Closing Park Roads for Special Events:

All park road closing must be done by permit only.

III. Japanese Garden, Rose Arbor and Warner Park Alle:

<u>Resident</u>	<u>Non-Resident</u>
\$220.00 per three hours	\$242.00 for three hours

which includes rehearsal time, but does not include provisions for seating. Each additional hour - \$50.00.

IV. Greenspace fees for the following parks located in the downtown area:

	<u>Resident</u>	<u>Non-Resident</u>
Public Square Park	\$250.00-500.00	\$275.00-550.00
Walk of Fame Park.	\$250.00-500.00	\$275.00-550.00
Owen Bradley Park	\$250.00-500.00	\$275.00-550.00
Church Street Park	\$ 27.50-100.00	\$ 30.25-110.00
Commerce Street Park.	\$ 27.50-100.00	\$ 30.25-110.00

V. Warner Park

Lodge Day Usage Fee.	\$ 27.50 per hour	\$ 38.50 per hour
Lodge Overnight Usage Fee. . .	\$ 55.00 per hour	\$ 77.00 per hour
Special Events Area.	\$385.00	\$423.50

FEES AND CHARGES

4000.13 GENERAL PARK FEES:

VI. Photography and Video Permit:

A permit must be obtained and a fee paid at least five working days in advance of photographing or filming any place, structure, exhibit or activity in any Metro Park or Metro Park facility, where the photographs or films are intended to be published or used for production or any commercial purposes other than current news reporting. In addition, the permit holder must obtain the written consent of every individual appearing in a film or photograph and provide a copy of the consent form to the Parks Department upon request. All films and photographs utilized for commercial or production purposes, including any web site posting, must indicate in the credits the Metro Park facility depicted. Certain Metro Park facilities are subject to additional restrictions and requirements relating to photography and filming. Photography and filming are subject to all requirements posted at those facilities. This policy does not apply to non-commercial photography or filming by members of a group or organization with a permit to use a Metro Park facility or other members of the same group or organization.

IV. Photography and Video Permit:

Daily fees:

<u>Resident</u>	<u>Non-Resident</u>
\$125.00	\$137.50

A monthly permit fee is available as a corporate fee to those using the park on a frequent basis for only a brief period of time in a manner not disruptive to the park and/or its users.

<u>Resident</u>	<u>Non-Resident</u>
\$250.00	\$275.00

VII. Out of County Application Fee

\$25.00 non refundable application fee for out of county residents and organizations for all events.

FEES AND CHARGES

4000.14 USE OF PARK FACILITIES

(REFER TO 3000.3 FOR ADDITIONAL INFORMATION.)

- I. It is the policy of the Park Board that community centers be used for the following types of activities. This list is not exclusive.

Birthday Parties

Bridal and Baby Showers

Weddings and Receptions

Anniversary Parties

Family Reunions

Activities sponsored by other Governmental Agencies

Neighborhood Meetings

Community Information Meetings held by Federal, State
or Local Public Officials

Civic and Community Groups

- A. Permits to use a community center for a fundraising event at park facilities may be requested by persons or organizations that hold a permit from the Tennessee Charitable Solicitations Board, bona fide educational institutions, religious organizations who have a 501(c)3 status with the IRS and political candidates for public office.

FEES AND CHARGES

4000.14 USE OF PARK FACILITIES

II. Community Centers may not be used for the following purposes:

A. Commercial organizations and/or individuals seeking to make a profit or sell merchandise for personal gain. Also, Gambling or other illegal activities.

1. Activities that would provide or permit the use of alcohol or drugs.
2. Activities that might endanger the lives and safety of others or damage the facility.
3. Activities or events that are deemed detrimental to the overall good of the community.

B. The Park Board recognizes that certain commercial groups are currently using community centers for classes or activities considered compatible with the recreation philosophy of the Board. These groups will be permitted to continue their use of the facility at the same level of service until such time as the Board deems it necessary to discontinue same or the group decides to terminate their use. Community center usage fee:

1. Usage fee per hour, after hours, non-holiday with 2 hour minimum.

	<u>Resident</u>	<u>Non-Resident</u>
	\$ 50.00	\$ 65.00
2. Usage fee per hour, after hours, holiday with 2 hour minimum

	<u>Resident</u>	<u>Non-Resident</u>
	\$ 75.00	\$ 95.00

FEES AND CHARGES

4000.14 USE OF PARK FACILITIES

III. Procedure for reserving Community Centers:

- A. Reservations for activities described in Section I may be granted by Community Center Manager or staff if request is for one time use only.
- B. Reservation for activities requiring the facility two or more times must be made through an application procedure with the Superintendent of Recreation/Community Centers. These requests must be made at least 30 days prior to date of event to allow for Park Board approval, if necessary.
- C. Reservations for fund raising events must be made through an application procedure with the Superintendent of Recreation/Community Centers. These requests must be made at least 30 days prior to date of event to allow for Park Board approval, if necessary.
- D. Reservations for activities not described in Section I must be made through an application process with the Superintendent of Recreation/Community Centers. These requests must be made at least 30 days prior to date of event to allow for Park Board approval, if necessary.

FEES AND CHARGES

4000.14 USE OF PARK FACILITIES

III. Procedure for reserving Community Centers:

E. Metro Parks will provide no equipment for a reservation other than that which is available at the Community Center. Any additional equipment must be secured by the organization or individual reserving the space.

F. All reservations requiring the application process will also require the signing of a hold harmless agreement by the reserving party.

G. Set up and clean-up is to be included in requested reservation time. Clean-up is the responsibility of the reserving party and includes:

1. Removal of all decorations.
2. Collecting and placement of all trash in designated area.

The reserving party is expected to leave the premises in the same condition as it was found.

H. Selling of concessions will only be permitted for fund raising events.

I. Reservations to be held before or after normal working

hours will be charged:	<u>Resident</u>	<u>Non-resident</u>
Non holiday, per hour	\$ 50.00	\$65.00
Holiday, per hour	\$ 75.00	\$95.50

with a two (2) hour minimum per staff member required to work. This charge covers staff expenses only.

FEES AND CHARGES

4000.14 USE OF PARK FACILITIES

III. Procedure for reserving Community Centers:

- J. Reservations can only be made one (1) month in advance.
- K. After the last scheduled reservation user must reapply during normal working hours of the next day the facility is open to the general public.
- L. Upon issuance of permit notification, in writing, should be conveyed to user that this facility should not be construed as a permanent site for activity and an alternate site should be pursued.

IV. Sailboat Marina, Golf Clubhouses:

Reservations to be held before or after normal working hours will be charged per hour:

<u>Resident</u>	<u>Non-resident</u>
\$ 75.00	\$82.50

with a two (2) hour minimum per staff member required to work. This charge covers staff expenses only. If custodial services are required, there will be an additional charge of:

<u>Resident</u>	<u>Non-resident</u>
\$30.00	\$40.00

V. Metro Golf Course Event Room Reservation Fees

- 1. The event rooms at McCabe and VinnyLinks Golf Courses are available for rental during operating hours, non-peak golf season:

<u>Resident</u>	<u>Non-resident</u>
\$ 75.00	\$82.50

FEES AND CHARGES

4000.14 USE OF PARK FACILITIES

V. Metro Golf Course Event Room Reservation Fees

- 2. The event rooms at McCabe and VinnyLinks Golf Courses are available for rental after operating hours:

<u>Resident</u>	<u>Non-resident</u>
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\$ 75.00	\$82.50
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- a. Areas used must be returned to the condition in which they were found.
- b. Setup and clean up time is to be included in the time reserved. If reservation goes fifteen minutes into the next hour, an additional hour will be charged.
- c. Equipment furnished will consist of tables and chairs only and limited only to the number available at the site reserved.
- d. Trash from reservation must be removed from building and placed in dumpster.
- e. Notification of cancellation is required within 48 hours of reserved date.
- f. All fees must be paid eight (8) days prior to reserved date.
- g. Custodial services are available for an additional fee of:

<u>Resident</u>	<u>Non-resident</u>
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\$30.00	\$40.00
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- h. Reservations are booked only if staff is available and staff members are not required to work after hours reservations.

FEES AND CHARGES

4000.14 USE OF PARK FACILITIES

- i. Reservations requiring a fee to participate, sell merchandise, sell services, or solicitation will require a Tennessee Charitable Solicitations permit or 501c3 status. This type of reservation will require an additional fee plus applicable reservation fee of:

<u>Resident</u>	<u>Non-Resident</u>
\$300.00	\$330.00

VI. Park Bandshells (April - November use only)

Hadley Bandshell Usage Fee

<u>Resident</u>	<u>Non-Resident</u>
\$165.00	\$181.00

Centennial Bandshell Usage Fee

<u>Resident</u>	<u>Non-Resident</u>
\$302.50	\$310.00

If event has a charge, merchandising and/or services are sold, an additional fee is required:

<u>Resident</u>	<u>Non-Resident</u>
\$330.00	\$363.00

Bandshells may be reserved for a maximum usage of eight (8) hours. Scheduled hours must run consecutively within a 24-hour period and include set-up and strike time. Fee includes use of existing restrooms and electrical power. Handout material is permissible only if pertinent to the activity and must be restricted to the bandshell area. All laws, ordinances and policies apply to use of the bandshells.

FEES AND CHARGES

4000.14 USE OF PARK FACILITIES

VII. East Community Center Performing Arts/Multipurpose Room usage fee per hour, **non holiday**, 2 hour minimum

<u>Resident</u>	<u>Non-Resident</u>
\$ 65.00	\$ 80.00

East Community Center Performing Arts/Multipurpose Room usage fee per hour, **holiday**, 2 hour minimum

<u>Resident</u>	<u>Non-Resident</u>
\$ 75.00	\$ 85.00

FEES AND CHARGES

4000.15 BUSINESS DISTRICT (formerly Riverfront Park)

(REFER TO 3000.3 FOR ADDITIONAL INFORMATION.)

A. Riverfront Park areas that shall be considered are the amphitheaters at either end of the park area and the entire Riverfront Park area inclusive of the two amphitheaters. Fort Nashborough, the parking lot, the arrival court, the pleasure boat docking facilities, the commercial boat docking area(s), and the brick sidewalk adjacent to the arrival court and the sidewalk east of 1st Avenue North are not considered part of Riverfront Park for the purpose of this fee structure.

B. Daily fees for use of the amphitheaters and Riverfront Park are as follows:

	<u>Resident</u>	<u>Non-resident</u>
Amphitheater A (nearest the ramp)	\$ 330.00	\$ 363.00
Amphitheater B (nearest Fort Nashborough) .	\$ 330.00	\$ 363.00
Riverfront Park	\$1375.00	\$1512.50

C. Additional daily fees including all parks in the core commercial zone or “business district”:

Selling of food/soft drinks or merchandise .	\$. \$ 550.00	\$ 605.00
Selling of Alcoholic Beverages (Beer only) .	\$. \$ 550.00	\$ 605.00

"Beer may be sold and consumed at special events in parks located within the core commercial zone district (CC) subject to the approval of the Board." (as per ordinance O94-960)

Charging Admission Fees	\$ 880.00	\$ 968.00
Supervised Staging Fee.	\$450.00	\$ 495.00

FEES AND CHARGES

4000.15 BUSINESS DISTRICT (Formerly Riverfront Park)

(REFER TO 3000.3 FOR ADDITIONAL INFORMATION.)

	<u>Resident</u>	<u>Non-resident</u>
A. Fort Nashborough	\$ 330.00	\$363.00
B. Ryman's Landing.	\$ 247.50	\$275.00

Fee(s) include use of existing restrooms and available utilities.

Applicant must comply with all applicable laws, rules and regulations governing the use of Parks and Recreation areas.

See POLICIES Section 3000.7.

FEES AND CHARGES

4000.16 RULES AND REGULATIONS FOR UNDER THE BRIDGE MALL

- A. Applications for booth space for the Under the Bridge Mall shall be made to the Board of Parks and Recreation on the attached application form.
- B. Applications will be approved by the Under the Bridge Review Committee. Applications will only be approved for vendors and/or organizations whose merchandise and/or function are in keeping with the established purpose of the area: i.e. to create a festive, exciting and vibrant, marketplace/festival site which will provide high quality merchandise, services or programs, thus aiding in the growth and revitalization of the downtown area. The rules and regulations established herein have been carefully developed to facilitate the orderly and aesthetic operation of a market/festival site which will be a credit in all respects to the city.
- Positively no garage sale type activity will be allowed.

FEES AND CHARGES

4000.16 RULES AND REGULATIONS FOR UNDER THE BRIDGE MALL

C. Space is available in areas measuring approximately 10'x12' and each space has access to a water connection and electrical outlets. Daily space rental rates:

<u>Resident</u>	<u>Non-resident</u>
\$27.50	\$38.50

Daily fee with electrical power:

<u>Resident</u>	<u>Non-resident</u>
\$38.50	\$49.50

The daily fee for festivals, fairs and special events using the entire Under the Bridge Mall:

<u>Resident</u>	<u>Non-resident</u>
\$550.00	\$605.00

The daily fee for festivals, fairs and special events using one half of Under the Bridge Mall:

<u>Resident</u>	<u>Non-resident</u>
\$275.00	\$302.50

- D. No subleasing is permitted.
- E. Operating hours and activities scheduled will be at the discretion of the Board of Parks and Recreation staff.
- F. Renters are responsible for providing their own tables, chairs and display set-up. No trucks or other motorized vehicles may be used for display or for selling.

FEES AND CHARGES

4000.16 RULES AND REGULATIONS FOR UNDER THE BRIDGE MALL

- F. All booths must be kept neat, clean and attractive and in orderly condition. All signage must be in good taste and contained within the booth space. No signs permitted on columns or on any part of the structure.
- G. All merchandise and equipment must be removed from the area each day unless renter provides overnight security. No overnight parking or camping will be allowed.
- H. All booths must close at time indicated on permit with premises completely cleaned and vacated 30 minutes thereafter.
- I. All areas must be kept free of trash while in operation. Before vacating the premises renters must bag all trash and place in containers on premises.
- J. Alcoholic beverages may be sold subject to renters' compliance with all ABC and Beer Board regulations.
- K. Renters shall comply with all codes and ordinances (including Health Department Codes) of the Metropolitan Government. Renters shall be fully responsible and charges or license fees made and due to the City, County, State or Federal authorities.

FEES AND CHARGES

4000.16 RULES AND REGULATIONS FOR UNDER THE BRIDGE MALL

- L. The following is not permitted (con't.):
1. Selling other than from assigned spaces
 2. Sale of pornographic materials or illegal merchandise
 3. Misrepresentation of product, nature, origin or quality
 4. Loud or unruly actions or profanity
 5. Radios, tape players or any other amplified sound without written permission from the Board of Parks and Recreation
 6. Live performances without written permission from the Board of Parks and Recreation
- M. No nails, screws, tape, wires, string, ropes or any other attachment may be placed on any part of the structure temporarily or permanently without written consent of the Board of Parks and Recreation.
- N. Payment is due with application. In the event application is refused, payment will be returned. Checks are payable to Metro Board of Parks and Recreation. In the event application is made less than 2 weeks before the date requested, payment must be made in cash.
- O. In order to allow time for activities using all or a large part of the Under the Bridge Mall, individual spaces will rented only; one (1) month in advance. Organizations or individuals wishing to rent the entire area should submit applications three (3) months in advance.

FEES AND CHARGES

4000.17 GENERAL USAGE FEES - PARK EQUIPMENT

I. Showmobile

	<u>Resident</u>	<u>Non-resident</u>
Per 10-hour use	\$ 550.00	\$ 600.00
All Day	\$1200.00	\$1320.00

User must provide help for set-up and takedown.

II. Bleachers – for use on non-park property (user hauls):

	<u>Resident</u>	<u>Non-resident</u>
Per set per event	\$ 10.00	\$ 11.00
Per set, per season	\$ 20.00	\$ 22.00

FEES AND CHARGES

4000.18 PICNIC SHELTER RESERVATIONS

I. Fees to be charged:

	<u>Resident</u>	<u>Non-resident</u>
A. Per half day -weekday	\$ 27.50	\$ 38.50
-weekend	\$ 55.00	\$ 77.00
dawn to 3:00 PM or 3:00 PM to 11:00 PM		
Entire day-weekday	\$ 55.00	\$110.00
-weekend	\$110.00	\$154.00
dawn to 11:00 PM		

B. Large picnic gathering fees (250 - 1,000 attendees):

Cane Ridge Park Shelters 1, 2, & 3	\$330.00	\$363.00
Cedar Hill Park Shelters 1 & 2	\$220.00	\$242.00
Two Rivers Park Shelters 1,2,3,4, & 5 . .	\$495.00	\$544.50
Edwin Warner Park Shelters 9 & 11 . . .	\$275.00	\$302.50
Edwin Warner Park Shelters 9,10,11. . .	\$385.00	\$423.50

L. Method of Payment: Reservation fees may be paid by cash; check or money order, to be made payable to Metro Board of Parks and Recreation.

III. Receipt of Payment:

- A. All reservations must be paid ten (10) calendar days after billing, but not later than (10) calendar days prior to reservation date.
- B. Reservations made ten (10) calendar days or less prior to date of use must be made in person to insure receipt of reservation. All reservations must be paid prior to the date of use.

FEES AND CHARGES

4000.18 PICNIC SHELTER RESERVATIONS:

IV. Assurance of Permit:

- A. Permit will either be mailed or given to person making reservation. No permits will be mailed less than three (3) working days prior to date of use, and must be picked up in person, to insure receipt.
- B. Possession of a permit is not mandatory. However, if a permit is not in possession of reservee and a conflict arises, the first person at the facility retains possession. This would not constitute grounds for a refund unless an error was made in furnishing the patron a permit.

V. Cancellation/Refunds:

- A. No refund will be granted unless notification of cancellation is received thirty (30) days in advance, with permit being returned to the Reservation Clerk in the Administrative Office.
- B. No refund will be made due to rain or inclement weather, or to a person losing use of facility by failure to have permit in his possession.

V. Large Gathering Picnic Shelter Reservations-Edwin Warner Park Picnic shelter reservations in Edwin Warner Park with estimated attendance of 250 or more individuals will be considered "Large Gathering" shelter reservations and will be subject to the following guidelines:

FEES AND CHARGES

4000.18 PICNIC SHELTER RESERVATIONS:

VI. Large Gathering Picnic Shelter Reservations-Edwin Warner Park

1. Large gathering reservations will be available in the following categories at the rates indicated. Permit will entitle use of the areas from dawn until 11:00 pm.

	<u>Resident</u>	<u>Non-Resident</u>
Category A (Shelters 9 and 11)	\$275.00	\$302.50
Category B (Shelters 9, 10, and 11)	\$385.00	\$423.50

2. Large Gathering reservations which require set up or tear down in addition to the actual day of the event must reserve areas affected by set up or tear down at the standard picnic shelter reservation rate. The maximum reservation allowable for set up and tear down is one day prior to and one day following the actual event.
3. Upon determination that a reservation request is a large gathering, event organizers will be referred to the Warner Park superintendent or his representative to determine the following before a permit is approved:
 - a) compatibility with previously scheduled events
 - b) compliance with Park Board policies
 - c) site plan and logistics which adequately accommodate parking, trash receptacles, restrooms, type and location of entertainment, and all other categories of use.

FEES AND CHARGES

4000.18 PICNIC SHELTER RESERVATIONS:

VI. Large Gathering Picnic Shelter Reservations-Edwin Warner Park

4. Event organizers may be required to attend one or more meetings with staff to assure adequate planning and compliance with Park Board policies.
5. When staff deems it appropriate, event organizers will be required to hire off duty Park Ranger(s) at the rate prescribed in the "Fees and Charges" manual.
6. Event organizers will be responsible for any damage to park property, beyond normal wear and tear, which results from the event.
7. Event organizers will be responsible for any additional expenses incurred, including but not limited to portable restrooms, waste removal, barricades, signage, etc.

VII. Youth Day Camp Reservations

- A. Charge standard fee for any picnic shelter reserved

	<u>Resident</u>	<u>Non-resident</u>
Per half day dawn to 3:00 PM or 3:00 PM to 11:00 PM	\$25.00	\$35.00
Entire day dawn to 11:00 PM	\$50.00	\$70.00

- B. To insure that day camps do not displace the general public use of picnic areas, no more than two (2) shelters may be used for day camps at a given time; Monday - Friday Only.
- C. If day camp organizers bring in elements other than food or beverage equipment, proof of adequate insurance must be supplied.

FEES AND CHARGES

4000.18 PICNIC SHELTER RESERVATIONS:

VIII. Pony Rides

Pony rides are by permit only and are only allowed at the Little Harpeth River Picnic Area in Edwin Warner Park at shelter areas 9, 10, and 11.

Set up must be at least 100 feet from the shelter, playground areas and Little Harpeth River. Clean-up is the responsibility of the permit holder with any clean up by staff being charged back to the permit holder at time and a half of the employee salary. All other horseback riding must be at the equestrian center or on bridle paths in Percy Warner Park.

FEES AND CHARGES

4000.19 FOOD CONCESSION SALES

A concessionaire operates the food concession at most parks. Any person or organizations desiring to operate concessions at a location not operated by the concessionaire must make application with the Special Services Division. This does not apply to permitted events which are subject to established fees as per section 4000.13. Use of any permitted event where a concessionaire is already in operation - permission must be granted by Special Services to anyone requesting to sell concessions. Upon successful application, a permit will be issued; the fee for this privilege is:

A. Organization holding the field permit from the Sports Department, per field, per month	<u>Resident</u> \$100.00	<u>Non-resident</u> \$110.00
B. Organization not holding the field permit from the Sports Department, per field, per month	\$150.00	\$165.00
C. Permits issued for designated park areas not associated with organized leagues per month	\$150.00	\$165.50

FEES AND CHARGES

4000.20 BERTHING LICENSES

RIVERFRONT PARK AND EASTBANK GREENWAY

I. Routine/Commercial License

Riverfront - Long term (Greater than 4 hours or per day)

Resident: \$20.00 minimum plus \$0.50 per foot over 20 feet

Non-Resident: \$25.00 minimum plus \$0.50 per foot over 20 feet

Utility Charge (water/electricity)	<u>Resident</u> \$ 8.00	<u>Non-resident</u> \$ 9.00
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Riverfront - Short term (4 hours or less)

Resident: \$10.00 minimum plus \$0.25 per foot over 20 feet

Non-Resident: \$12.00 minimum plus \$0.25 per foot over 20 feet

Utility Charge (water/electricity)	<u>Resident</u>	<u>Non-resident</u>
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\$ 4.00

\$ 5.00

Riverfront A Dock
(350 feet per day)

\$300.00

\$330.00

Riverfront B Dock
(800 feet per day)

\$500.00

\$550.00

Eastbank Titans Dock
(375 feet per day)

\$325.00

\$358.00

II. Transit Berthing License - this dock is used for the loading and unloading of passengers only (monthly fee).

Resident

\$150.00

Non-resident

\$165.00

FEES AND CHARGES

4000.21 DISABILITY FEE FOR ALL PROGRAMS

Each person providing Social Security or Metropolitan Government proof of disability may receive a senior citizen reduced fee rate for any Park program.

An appropriate ID card will be implemented with a processing fee of \$10.00 to be imposed and renewable every two years. Proof of disability must be demonstrated with each subsequent request.

FEES AND CHARGES

4000.22 AFTER HOURS USE OF PARK FACILITIES

A reimbursable labor charge per hour per staff person with a minimum of two hours will be assessed for all after hours use of Park facilities.

	<u>Resident</u>	<u>Non-resident</u>
	\$ 82.50	\$ 93.50
Hourly rate of pay for the following holidays:	\$110.00	\$121.00
New Year's Eve/New Year's Day		
Memorial Day		
4th of July		
Labor Day		
Thanksgiving Day		
Christmas Eve		
Christmas Day		

All checks must be made payable to the Metropolitan Board of Parks and Recreation who will be responsible for the payment of staff.

NOTE: ALL AFTER HOUR RESERVATIONS ARE SUBJECT TO AVAILABILITY OF STAFF.

FEES AND CHARGES

4000.23

HADLEY PARK INDOOR TENNIS STRUCTURE

	<u>Noon - 4:00 pm</u>	<u>All other times</u>
Monday - Friday	\$11.00 court/hour	\$13.00 court/hour
Saturday and Sunday	\$13.00 court/hour	\$13.00 court/hour

FEES AND CHARGES

4000.24 PROFESSIONAL INSTRUCTORS USING PARK FACILITIES

It shall be the policy of the Board of Parks and Recreation to allow individuals to provide personal training for a fee in any sports activity on park property.

Employees or agents of the Department, who are employed in the specific sports, may provide instruction as long as there are no interference with their primary job. All time dedicated to such activities is on time other than work time and all pertinent fees are applicable.

All individuals must pay all appropriate entrance and/or rental fees that apply. The Parks Department is not responsible for any injury related to such activity. Any instructor may teach lessons at Metro Park facilities and all fees will be applicable to employees and non-employees. The following fees will apply when instructions are given on Metro Park property.

Non-Employees Lesson Fee	Payment to Metro Parks per lesson
\$25.00	\$2.50
\$30.00	\$3.00
\$35.00	\$3.50
\$40.00	\$4.00
\$45.00	\$4.50
\$50.00	\$5.00
\$55.00	\$5.50
\$60.00	\$6.00

FEES AND CHARGES

4000.25 EMPLOYEE INSTRUCTION GUIDELINES

Any park employee may teach professional lessons at their work facility. These lessons must be taught on the employee's time and are not to be given during the employee's regular work schedule. Metro employees who teach lessons at Metro Park facilities must fill out a non-duty service log. This log must be turned in quarterly to the appropriate Superintendent with payment for use of the facility.

Any instructor may teach lessons at Metro Park facilities and all fees will be applicable to employees and non-employees. The following fees will apply when instructions are given on Metro Park property.

Employees Lesson Fee	Payment to Metro Parks per lesson
\$25.00	\$1.25
\$30.00	\$1.50
\$35.00	\$1.75
\$40.00	\$2.00
\$45.00	\$2.25
\$50.00	\$2.50
\$55.00	\$2.75
\$60.00	\$3.00

FEES AND CHARGES

4000.26 REGIONAL COMMUNITY CENTERS

A. The following areas will be accessible to the public free of charge: Swimming pool during open swim hours, gymnasium, game room, and Metro Parks youth after school enrichment activities (i.e. organized games, workshops, REC Kids, PEN Pals). Fees will be charged for access to the fitness room, walking track and core fitness classes. Fees will be waived for all participants who are at recognized poverty levels. Participants must provide any of the following to establish fee waivers: income records, documents showing housing or nutrition program participation or any other documents showing financial assistance. Access to all areas of the regional sites will be based on program and activity schedules. During the summer, youth access to the facility during morning and afternoon operating hours will be limited to participants in the Summer Enrichment Program.

	<u>Resident</u>	<u>Non resident</u>
Adult Daily Rate	\$ 3.00	\$4.00
Youth Daily Rate (ages 12-17).	\$ 1.50	\$1.50
Children (5 and under)	free of charge	
Must be accompanied by adult or sibling 16 or older		
Senior (62 and older) Daily Rate	\$ 1.50	
Adult 10 Visit Pass	\$ 20.00	\$ 30.00
Youth 10 Visit Pass.	\$ 10.00	\$ 15.00
Senior (62 and older) 10 Visit Pass.	\$ 10.00	\$ 15.00

FEES AND CHARGES

4000.26 REGIONAL COMMUNITY CENTERS

A. con't.

	<u>Resident</u>	<u>Non-resident</u>
Adult Monthly Pass	\$ 30.00	\$ 35.00
Youth (ages 12-17) Monthly Pass.	\$ 20.00	
Senior (62 and older) Monthly Pass.	\$ 20.00	
Adult Annual Pass.	\$250.00	\$275.00
Youth (ages 12-17) Annual Pass.	\$150.00	
Senior (62 and older) Annual Pass	\$150.00	

B. Reservations to be held before or after normal working

hours will be charged:	<u>Resident</u>	<u>Non-resident</u>
non-holiday rate	\$ 65.00	\$ 80.00
holiday rate	\$100.00	\$125.00

per hour, with a two (2) hour minimum per staff member required to work. This charge covers staff expenses only.

C. The Regional Centers present opportunities to offer enhanced summer programs for children and youth. These sites will offer a structured sign in/out day camp for youth ages 6-14. Fees will be adjusted for families living at recognized poverty levels. Participants must provide any of the following to establish fee waivers: income records, documents showing housing or nutrition program participation or any other documents showing financial assistance. These fees will be identified as "Assistance Rate". Neighboring community centers will offer the traditional free drop in programs.

FEES AND CHARGES

4000.26 REGIONAL COMMUNITY CENTERS

D. Summer Enrichment Camp Fee Schedule:

Weekly fee per child \$50.00
(one child in household)

Weekly fee per child \$30.00
(2 or more children in same household)

Assistance Rate – Weekly fee per child. . . \$10.00
(No discount for multiple children from the same household)

E. Room Rentals

	<u>Resident</u>	<u>Non-resident</u>
Small Meeting Room	\$ 35.00/hour	\$ 40.00/hour
Large Meeting Room (with kitchen)	\$ 50.00/hour	\$ 55.00/hour
Dance Studio	\$ 50.00/hour	\$ 55.00/hour
Gym with game room	\$ 75.00/hour	\$ 90.00/hour
Complete Facility (gym and meeting spaces only, pool and fitness area excluded)	\$100.00/hour	\$110.00/hour

FEES AND CHARGES

4000.27 STONE HALL USAGE FEES

(Usage fees based on a minimum of two hours and may not exceed midnight)

A. Main Building

	<u>Resident</u>	<u>Non-Resident</u>
Monday-Thursday hourly rate	\$ 85.00	\$ 110.00
Friday, Saturday, Sunday hourly rate	\$ 150.00	\$ 190.00
Fundraising fee in addition to usage fee	\$2000.00	\$2000.00
Video, photography fee per hour Main Building (2 hour minimum)	\$ 150.00	\$ 185.00
Smokehouse Guesthouse Additional fee per hour for each event associated with main building (2 hour minimum)	\$ 45.00	\$ 70.00

B. Eversong Cabin

Monday-Thursday hourly rate	\$ 65.00	\$ 90.00
Friday, Saturday, Sunday hourly rate	\$ 100.00	\$ 140.00
Fundraising fee in addition to usage fee	\$2000.00	\$2000.00
Video, photography fee per hour Inside cabin (2 hour minimum)	\$ 150.00	\$ 185.00

C. Barn

Monday-Thursday hourly rate	\$ 85.00	\$ 110.00
Friday, Saturday, Sunday hourly rate	\$ 150.00	\$ 190.00
Fundraising fee in addition to usage fee	\$2000.00	\$2000.00
Video, photography fee per hour Main Building (2 hour minimum)	\$ 150.00	\$ 185.00

Members of the public may request that a date be held informally (with no down payment) for a period of one week only. Afterwards, in order to secure the date, a formal contract must be written and a down payment of one-half the fee paid within fifteen days.

FEES AND CHARGES

4000.27 STONE HALL USAGE FEES

PAYMENT FOR USE OF FACILITY AND/OR FACILITIES:

To confirm the date, a rental agreement must be signed and one-half the fee paid within fifteen days. The balance of the fee is due 30 days prior to event.

CANCELLATION OF EVENT:

Fifty percent of a down payment can be returned if at least sixty days notice of cancellation is given. No refund can be made if less than sixty days notice is given.

FUND RAISING EVENTS FOR NON-PROFIT ORGANIZATIONS:

An established fee of \$2000.00 for fund raising will be charged in addition to the hourly rate to any non-profit organization wishing to use Stone Hall to host a fund raising event. No sales will be allowed in the Main Building, Smokehouse, Eversong Cabin, Barn or on the grounds.

FEES AND CHARGES

4000.28 E. S. ROSE PARK ATHLETIC FACILITIES

Metro Nashville Public Schools will not be charged for use of the facilities; however, if clean up is not completed after event, permitted school will not be allowed to use facility without a cleaning deposit.

I. E. S. Rose Park Concessions:

\$150.00 per day for a twelve hour period

\$ 45.00 per hour if a twelve hour period is not needed

\$200.00 Cleaning deposit required and refunded when cleaned.

II. Soccer:

\$150.00 per day without use of lights

\$ 40.00 per hour without use of lights if the daily rate is not needed

\$ 50.00 per game without use of lights

\$ 75.00 per game with use of lights

III. Football:

\$150.00 per day without use of lights

\$ 40.00 per hour without use of lights if the daily rate is not needed

\$ 75.00 per game without use of lights

\$100.00 per game with use of lights

IV. Track:

\$100.00 per day without use of lights

\$ 10.00 per hour without use of lights if the daily rate is not needed

V. Baseball: No practice games scheduled on field

\$100.00 per game without use of lights

\$125.00 per game with use of lights

\$150.00 per doubleheader without use of lights

\$175.00 per doubleheader with use of lights

FEES AND CHARGES

4000.28 E. S. ROSE PARK ATHLETIC FACILITIES

VI. Softball: No practice games scheduled on field

\$ 50.00 per game without use of lights

\$ 75.00 per game with use of lights

\$ 75.00 per doubleheader without use of lights

\$100.00 per doubleheader with use of lights

There is a \$200.00 deposit for use of the scoreboard controller. Deposit will be refunded with controller is returned undamaged and in working condition.

CEMETERIES

5000.1 CITY CEMETERY

As per Ordinance 76-215, duly signed, the Metropolitan Board of Parks and Recreation conveys the right of burial or interment of human remains on each lot, by issuance of a certificate of ownership thereto, subject to the rules and regulations that have been or may be adopted by the Board of Parks and Recreation for governing the cemetery. It shall be used for no other purpose than the interment or burial of the human dead, as authorized by the holder of the title to the interment rights, or the owner of a record of the lot involved by written order duly signed.

By these rules, the Board of Parks and Recreation assigns all cemetery administrative responsibilities to the Metropolitan Historical Commission. Persons owning lots in partnership are required to file written instructions at the office of the Metro Historical Commission, designating which part of the lot shall be used.

No transfer or assignment of any lot, or part thereof, or interest herein is valid without the consent of the Board of Parks and Recreation, and persons will not be recognized as lot owners unless their names appear as such upon the records of the cemetery. All transfers of ownership shall be subject to a reasonable charge which is intended to cover the administrative cost incurred by the Metropolitan Government relative to any transfer of the right of interest in the cemetery.

The sale or transfer of any grave site or lot by the owner or purchaser shall not be binding upon the cemetery, unless such transfer shall first be duly approved in writing by the properly authorized representative of the Metropolitan Board of Parks and Recreation.

CEMETERIES

5000.1 CITY CEMETERY

Any time a lot is sold, subdivided, transferred or assigned, the owner must have the lot surveyed by a qualified surveyor to determine the available space. The survey document must be placed on file with the Metro Historical Commission.

Lots cannot be subdivided for resale by the owner, without written approval of the Metro Board of Parks and Recreation. Metro Parks and Recreation reserves the right to determine the method is by certificate, the original must be returned to the Historical Commission and a new certificate will be issued to the new owner. This procedure is required in order that the Historical Commission may at all times have a complete and accurate record of all owners. When a lot can be subdivided, a separate certificate for each subdivision must be issued. Any and all transfers of any lot or interment rights, whether by transfer or certificate or assignment or Purchase contract, are subject to all rules and regulations of this document which are now in full force and effect, or which may be hereafter adopted. The Metro Board of Parks and Recreation may refuse consent to a transfer, or assignment of lots or graves as long as there is any indebtedness due to the cemetery, or if for any reason the transfer or assignment does not conform to the rules and regulations in force at the time of the transaction.

CEMETERIES

5000.1 CITY CEMETERY

Lot owners who desire to authorize the privilege of future interments on their lots to others than those entitled to burial thereon, must file such instructions with Metro Historical Commission in writing, to be entered on the cemetery records. One not having a legal right thereto shall not be buried in any lot by written consent of the Metro Board of Parks and Recreation, the Metro Historical Commission, the owner of the record, or other persons entitled to consent thereto under the rules and regulations.

Upon the death of any owner, or part owner of a lot, the surviving spouse, or heirs or next of kin of such decedent, must file in the office of the Metro Historical Commission full information as to the survivors of such decedent, and the proprietorship of such lot, designating someone by name and address who will be in charge of said lot, or part of the lot. Such records protect the rights of those claiming ownership in the lots, and save time and trouble when future interments are ordered.

In the case of deceased lot owners whose descendants do not possess the certificate of ownership and whose wills do not provide specifically for the transfer of ownership, the descendants must provide proof of descendants and waivers of claim from other descendants who have equal legal claim.

INTERMENTS - DISINTERMENTS

No telephone orders for burial arrangements or grave locations will be accepted. The proper burial certificate required in all cases by the State Board of Health must be delivered to the Metro Historical Commission before any interment is made or any body deposited in any vault or tomb.

CEMETERIES

5000.1 CITY CEMETERY

INTERMENTS - DISINTERMENTS

A vault is to be used for interments. The work of interring and disinterring shall be done by licensed independent companies, with arrangements and payments for same to be made by lot owners.

Arrangements for opening and closing graves must be made at least two (2) working days before the funeral.

Only one person will be interred in any one grave, except in the case of a parent and infant child buried at the same time, or two (2) infant children buried at the same time, who may be interred in one casket in the same grave.

The rules shall apply to interment of cremated remains which shall be interred in proper spaces designated for graves. No more than three (3) persons shall be buried in each 10' x 10' lot.

No interment shall be allowed without the consent of the Metro Historical Commission. The Historical Commission may refuse to allow an interment on any lot for which the ownership has not been certified.

Before a grave is opened for interment or disinterment, an order signed at the office of the Metro Historical Commission is required from the lot owner of record, or someone duly authorized by the owner, or if the original purchaser is deceased than by his or her lawful heirs or next of kin, or the assignee or transferee of record.

CEMETERIES

5000.1 CITY CEMETERY

INTERMENTS - DISINTERMENTS

No disinterment or removal will be allowed without the consent in writing of the lawful custodian of the body to be removed, or the removal of bodies from the cemetery shall be done only upon written direction of the Metro Historical Commission.

Except in cases of urgent necessity, the Metro Historical Commission reserves the right to deny a permit for a funeral on a holiday. No interments, disinterments, or reinterments will be made on holidays.

All funerals will be subject to the direction and control of the Metro Historical Commission or one of their assistants in charge.

All workmen and builders on the cemetery grounds are subject to the control of the Metro Board of Parks and Recreation and must enter and leave the cemetery within the working hours of the cemetery employees.

Due to the age of the cemetery and the incompleteness of early records, it is possible that occupied graves are not marked. In such cases, where the opening of a grave reveals that the site is already occupied, the Metro Historical Commission reserves the right to designate burial in some other location within their lot to be agreed upon by the family of the deceased.

CEMETERIES

5000.1 CITY CEMETERY

GENERAL REGULATIONS

The general care of the entire cemetery grounds and lots is assumed by the Metropolitan Board of Parks and Recreation. Monuments and memorials, trees, flowers, shrubs, plants, vases, ornaments or anything placed in the cemetery is so placed at the owner's risk. The Metro Board of Parks and Recreation will take precautions for the care of such, but it is in no way responsible for loss or damage of such articles. Funeral flowers will be removed from graves when they become unsightly.

The Metro Board of Parks and Recreation shall direct all improvements within the grounds and upon all lots and graves before as well as after interments have been made therein. They shall have charge of the planting, sodding, surveying and improvements generally.

The Metro Board of Parks and Recreation reserves the right to determine, establish, modify, alter, or change the grade of each and every lot, driveway, walkway, or part thereof, and it shall not be liable to anyone for such action.

The right is reserved by the Metro Board of Parks and Recreation to prevent the construction of, or to remove any structure, monument or other object which shall be considered unsightly or injurious to the immediate locality or prejudicial to the character or general appearance of the grounds, or which shall prevent the easy and proper care of graves or lots.

CEMETERIES

5000.1 CITY CEMETERY

GENERAL REGULATIONS

The Metro Board of Parks and Recreation also reserves the right to fill and sod sunken graves on neglected lots and do whatever is necessary for the care and good appearance of the lots and grounds.

All grading, landscape work, sodding or seeding and improvements of any kind, all care of lots, shall be done by the Metro Board of Parks and Recreation. All trees and shrubs and herbage of all kind shall be planted, trimmed, cut or removed by the Metro Board of Parks and Recreation.

For the purpose of making excavations or other such work, the Metro Board of Parks and Recreation reserves the right to use temporarily the adjoining lots or graves to receive such tools, derricks, and materials as may be required.

No trees, shrubs or flowers may be planted on, or removed from lots, without approval and permission of a duly authorized employee of the cemetery Florists, nurserymen and others not in the employ of the Metro Board of Parks and Recreation may, by the direction and approval of Parks and Recreation, plant and remove flowers, shrubs and trees.

The Metro Board of Parks and Recreation reserves the right to reject and decline to have planted any and all plants which in its opinion are diseased or injured or not in the good taste or in keeping with the general rules of the grounds, or are otherwise objectionable or unsuitable.

CEMETERIES

5000.1 CITY CEMETERY

GENERAL REGULATIONS

The Metro Parks and Recreation staff reserves the right to remove at any time without notice, any tree, shrub or plant, in whole or in part, whether growing on a lot or in the cemetery, when in its opinion, the same or its roots, branches or any other part thereof, is diseased, or is injurious or detrimental to any adjacent lot, road or walk, or renders access to any lot inconvenient or is otherwise objectionable.

The Metro Board of Parks and Recreation from time to time may lay out or alter such avenues or walks or section plans, or make such rules and regulations for the management of the grounds, as it deems requisite and proper to secure and to promote the general objectives of the cemetery.

No person other than the proper employees of the Metro Board of Parks and Recreation shall be allowed to perform any work or any grave or lot within the grounds without permission from the Parks and Recreation staff.

No person shall be allowed to produce any type movie, film, or commercial type filming within the cemetery.

No advertisement or sign of any kind shall be placed or kept on any lot or grave.

CEMETERIES

5000.1 CITY CEMETERY

GENERAL REGULATIONS

Only family type vehicles are allowed within the cemetery; no buses, trucks or other heavy vehicles. All vehicles used for interments and setting of monuments must be approved by the Metro Historical Commission. If a violation is made and damage is done to the cemetery, the Metro Board of Parks and Recreation has the right to recover the damaged expenses.

No urns, glass or wood boxes or houses, trellises, benches, trinkets, toys, baskets or ornaments will be allowed on any lot or grave; if so placed, the Metro Board of Parks and Recreation shall have the right to remove such objects without notice.

No enclosure of any kind, such as a fence, coping, hedge or ditch, shall be permitted around any grave or lot. Grave mounds will not be allowed and no lot shall be raised above the established grade.

Any unauthorized person found on the grounds after dark will be considered a trespasser. Fast and reckless driving of cars will not be permitted, and no person shall ride or drive upon the lawns.

All persons are strictly forbidden to break or injure any tree or shrub, or mar any landmark, marker or memorial, or in any way deface the grounds of the cemetery.

CEMETERIES

5000.1 CITY CEMETERY

GENERAL REGULATIONS

Permission must be obtained from the Metro Historical Commission for all activities to be held at the cemetery, including funerals, historical ceremonies, etc. Open hours of the cemetery shall be 7:30 am until dark, seven days per week.

MEMORIALS

No monument or gravestone shall be placed in the cemetery or removed from it without written permission of Metro Parks and Recreation, and same shall have no responsibility for, nor liable for anything that may happen to monuments and markers.

No change shall be made on a gravestone or monument without the permission of the Metro Historical Commission.

All monumental work must be of good quality reinforced concrete, granite, marble or standard bronze. No wooden markers are permitted. No mausoleums shall be built. The work of placing all monuments shall be done by licensed independent companies with arrangements and payments for same to be made by lot owners. The Metro Parks and Recreation Department reserves the right to prohibit the erection of any monument or structure and to remove any monument or structure considered undesirable or to be in violation of the rules and regulations.

Every monument or marker on the grounds must be approved by the Metro Historical Commission before it can be set in the cemetery; no temporary marker or memorial may be placed on any lot.

CEMETERIES

5000.1 CITY CEMETERY

MEMORIALS

Photographs shall not be placed on markers, monuments or other memorials. If any monument or marker, at any time, for any reason, becomes unsafe and unsightly, the Metro Board of Parks and Recreation may reserve such monument or marker, or repair same and the expense of removing or repairing said monument or marker shall be chargeable to and paid by the lot owner.

The Metro Board of Parks and Recreation disclaims any and all responsibility for loss or damage to monuments and markers from the acts of thieves, vandals, rioters, and malicious mischief makers, and from elements, including but not limited to winds, tornadoes, cyclones, hail, snow, frost and ice, whether such damage directly or indirectly results there from.

Special cases may arise in which the literal enforcement of a rule may impose unnecessary hardship. The Metro Board of Parks and Recreation, therefore reserves the right, without notice, to make exceptions, suspensions or modifications in any of the rules and regulations, when in its judgment, the same appears advisable, and such temporary exemptions, suspensions or modifications shall in no way be construed as affecting the general application of such.

Written permission must be obtained from the Board of Parks and Recreation to have any activities other than burials in the cemetery, i.e. picnics, any kind of ceremonies or any large tour group.