

# STAFF REPORT



**SUBJECT:** Parks & Facility Rules

**DEPARTMENT:** Parks and Leisure Services

**STAFF CONTACT:** Kelli Votypka

## RECOMMENDATION:

There are minimal established park rules that have been established but are displayed on the City website, internally posted or at the parks and facilities. I have enhanced the existing parks and facility rules that I believe would meet the expectations of the board and staff. This will promote consistency within our services and amenities we offer to the community. If the Parks and Recreation Advisory Board is in favor of these rules, I would like to take these to City Council Committee meeting in September for review and adoption.

### **Parks and Facility Rules:**

Stephenville Parks and Leisure Services are committed to providing residents, businesses and visitors of Stephenville with remarkable recreational, leisure services and experience. To maintain a safe and satisfying atmosphere throughout the park service, all park users are asked to comply with park rules and conduct themselves in a proper manner while participating in activities throughout the City of Stephenville's parks. If patrons are unwilling to comply with park rules, the Parks and Leisure employees are authorized to enforce the rules and to instruct violators to leave the park. Persons who do not comply may be subject to prosecution for trespassing. These rules are applicable to all parks and facilities that are under the jurisdiction of the City of Stephenville Parks and Leisure Services (City Park, Optimist Jaycee Park, Bill Johnson, Recreation Hall, Stephenville Public Library, and Senior Center).

Animals are not allowed on any playground surfaces. Only small domesticated pets that are restrained by leash are allowed. All waste must be picked up and disposed of properly. Animals that are prohibited include, but are not limited to, horses, cattle, sheep and pigs except for City sponsored events.

No person shall ride in ride upon or in any manner operate wheeled devices for recreation use upon Birdsong Amphitheatre (Ordinance 130.70. D)

It shall be unlawful for any person to have in his/her possession intoxicating beverages while that person is in the City Recreation Hall or in any of the covered pavilions in the city park. (Ordinance 130.15)

Public address systems, loud speakers, DJs, bands and similar apparatus require permission from the Parks and Leisure Services Director. Music may be played at the shelter at a reasonable level. If it can be heard by anyone outside of your party you may be asked to turn it down. If you fail to comply you will be asked to turn it off. All music must be turned off by 10:00 pm.

Pop-up tents, canvas coverings, or any form of tables and chairs are not allowed outside the concrete patio of the shelter. If a pop-up tent or canvas covering is used, support weights are required to keep the structure secure. No spikes, digging, on Birdsong Amphitheatre lawn. Approval from the Parks and Leisure Services Director is required if you seek additional tables and chairs outside the shelter.

A SPECIAL USE PERMIT must be submitted 30 days prior to the proposed special event for approval from the Parks and Leisure Services Director. A Special Use Permit is required for events including but not limited to: organized walk/run events; sales and fundraising efforts; weddings; DJs or bands; food vendors preparing and serving food on-site; more than two inflatables or carnival games.

A \$25 INFLATABLE PERMIT is required for use of any type of inflatable or bounce house at a City Park shelter.

To serve food or alcohol permission must be granted by the Director of Parks and Leisure Services. If approved to serve alcohol beverages it is the responsibility of the Users to obtain the proper licensing and training if necessary from the Texas Alcoholic Beverage Commission. If food is to be sold you must contact Code Compliance at 254-918-1213 to obtain necessary permits and information on proper dispensing and handling procedures.

If alcohol is to be served security is required for any public event with admission fees and any event in which the anticipated attendance or the planned activity may affect public safety. The City reserves the right to require security in all instances in which the circumstance warrant. It will be the responsibility of the User to make arrangements for security at the User's expense. The City will determine the number of peace officers an event warrants. To arrange off-duty peace officers call 254-918-1220.

#### THE FOLLOWING ACTIVITIES ARE PROHIBITED IN ANY STEPHENVILLE PARKS OR FACILITIES

Public inebriation, possession or using a controlled substance. • Discharging or using any firearm or any other device in which force is used to propel projectiles. • Using offensive, threatening, harassing or abusive language or gestures. • Fighting physically or verbally with another park patron or park personnel. • Soliciting or panhandling.

Damaging, defacing or misusing park equipment, buildings or grounds. • Prolonged sleeping on benches, picnic tables or remaining in the park after closing time. • Using or walking through park facilities and playing fields that are reserved or in use by others. • Driving on park grounds beyond parking lots, hard surfaces or public access. • Leaving trash, littering in or around shelters and park grounds.

#### **PARK HOURS**

City Park, Optimist Jaycee Park, and Bill Johnson

March 1- October 31 – 8:00am – 12:00am

November 1 – March 1 – 8:00am – 10:00pm

**Would like to propose a year round schedule of 8:00am -11:00pm**

**Pavilion Rental from 8:00am -10:00pm**

Rec Hall: Monday- Friday 8:00am -5:00pm

Senior Center: Monday – Friday 8:00am -5:00pm

Stephenville Public Library:

Sunday, Monday: Closed

Tuesday, Wednesday, Friday: 10am-6pm

Thursday: 12pm-8pm

Saturday: 8am-4pm