

Waltonville Village Code

CHAPTER 28

PARKS

ARTICLE I - ADMINISTRATION

28-1-1 ADOPTION OF BY-LAWS. The 1980 By-Laws of the Waltonville Park and Recreation Board are hereby included by reference in Addendum "A".

28-1-2 DESTRUCTION OF PARK PROPERTY. Within the municipal parks, no person except park personnel on official business shall:

- (A) cut, break, injure, destroy, take, or remove any tree, shrub, timber, plant, or natural object;
- (B) kill, cause to be killed, or pursue with intent to kill any bird or animal except in areas where the City has authorized hunting;
- (C) willfully mutilate, injure or destroy any buildings bridge, table, bench, fireplace, guidepost, notice, tablet, fence, monument, or other park property or appurtenances.

28-1-3 LITTERING - WATER POLLUTION.

(A) No person shall deposit any trash within the municipal parks except in proper receptacles where these are provided.

Where receptacles are not provided, all trash shall be carried away from the parks by the person responsible for its presence and shall be properly disposed of elsewhere.

(B) No person shall discharge or otherwise place or cause to be placed in the waters of any fountain, lake, stream, or other body of water in or adjacent to any park or in any tributary, stream, storm sewer or drain flowing into such waters any substance or thing, liquid or solid which will or may result in the pollution of the waters.

28-1-4 FIRES IN PARKS.

(A) No person shall light or use any unenclosed picnic fire within the municipal parks. Fires may be built only in fireplaces or on grills constructed for that purpose in designated areas.

(B) In camping areas, no person shall leave any campfire unattended by a competent person.

(C) Every person who has lighted or used any fire in a municipal park shall extinguish such fire before leaving the park.

28-1-5 PICNICS. No person shall picnic in the municipal parks except in areas designated for that purpose. Park personnel are hereby authorized to regulate the activities in such areas when necessary to prevent congestion or to secure the maximum use, comfort, and convenience of all. Visitors shall comply with any directions given to achieve this end.

28-1-6 ERECTION OF STRUCTURES. No person shall build or place any tent, building, booth, stand, or other structure in or upon any municipal park or other recreational facility unless he has obtained a permit to do so from the City.

28-1-7 SIGNS. No person shall place within any municipal park or affix to any object therein any sign or device designated to advertise any business, profession, exhibition, event or thing unless he has obtained a permit to do so from the City.

28-1-8 ANIMALS. No person shall:
(A) bring any dangerous animal into any municipal park; or
(B) permit any dog to be in any park unless such dog is on a leash; or
(C) ride or lead any horse in any municipal park or recreational area
except upon paths or other ways expressly provided and posted for that purpose.

28-1-9 MOTOR VEHICLES PROHIBITED. No person other than municipal personnel on official business shall drive or park any motor vehicle, including snowmobiles, in any municipal park except on a roadway or parking lot.

28-1-10 SALES; AMUSEMENTS FOR GAIN. Within the parks of this Municipality, no person shall, without having first obtained a permit from the City:
(A) sell or offer for sale any goods or services; or
(B) conduct any amusement for gain or for which a charge is made.

28-1-11 GROUP ACTIVITIES. Whenever any group or organization desires to use municipal park facilities for a particular purpose such as picnics, parties, exhibitions or performances, a representative of the group shall first apply for and obtain a permit for such activity from the Mayor.

28-1-12 APPLICATION FOR PERMIT. Applications for all permits required by this Chapter shall be made in writing to the Mayor not less than **seven (7) days** before the proposed date of the activity for which the permit is sought. Each application shall include the following information:

- (A) A statement briefly describing the nature of the proposed activity;
- (B) name, address and telephone number of the person or organization wishing to conduct such activity;
- (C) the date when such activity is to be conducted;
- (D) the hour when such activity will start and terminate;
- (E) the park or portion thereof for which such permit is desired; and
- (F) an estimate of the anticipated attendance.

28-1-13 DECISION ON PERMIT APPLICATION. After due consideration of the information contained in the permit application, but not later than **seven (7) days** after the application has been filed, the Mayor shall determine whether the application is satisfactory. An application shall be deemed satisfactory if:

- (A) the proposed activity or use of the park will not unreasonably interfere with or detract from the general public enjoyment of the park;
- (B) the facilities desired have not been reserved for other use at the day and hour requested in the application;
- (C) the conduct of such activity will not substantially interrupt the safe and orderly movement of traffic;
- (D) the proper policing of such activity will not require the diversion of so great a number of police officers as to prevent normal protection to the remainder of this Municipality;
- (E) the conduct of such activity is not reasonably likely to cause injury to persons or property or to incite violence, crime or disorderly conduct; and
- (F) such activity is not to be held for the sole purpose of advertising any product, goods, or event, and is not designed to be held purely for private profit.

28-1-14 ISSUANCE OR DENIAL OF PERMIT.

- (A) Notification by regular mail or by telephone shall be made promptly by the Mayor to every permit applicant of the decision on his application.
- (B) If such decision is favorable, the Mayor shall issue the permit. As a condition of the issuance of any permit, the Mayor may require that an indemnity bond be obtained if, in their opinion, such bond is necessary to protect this Municipality from liability or to protect municipal property from damage.
- (C) The Mayor shall inform each applicant who has been denied a permit regarding the reasons for the denial and the procedure for appeals.

28-1-15 HOURS. The City Council shall establish the hours of operation of the municipal parks. No one shall be in the park without the Mayor's permission after the established hours.

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PARK INFORMATION REQUEST

ORGANIZATION: _____

CHAIRMAN OF EVENT: _____

PRESIDENT OF ORGANIZATION: _____

DATE OF EVENT: _____

TYPE OF EVENT: _____

STATE CHARTER FOR NOT-FOR-PROFIT ISSUED: YES _____ NO _____

EXPLAIN NEEDS OF EVENT AND HOW THE PARK FACILITY WILL BE USED:

CERTIFICATE OF INSURANCE REQUIRED: YES _____ NO _____

LIQUOR LIABILITY REQUIRED: YES _____ NO _____

COPIES OF THESE CERTIFICATES MUST BE SUBMITTED TO THE MUNICIPAL CLERK PRIOR TO THE EVENT (IF REQUIRED). THE EVENT WILL BE STOPPED IF THEY ARE NOT FILED PRIOR TO THE EVENT.

SPECIAL CONDITIONS FOR THE PARK

1. SHELTER AND AREA MUST BE CLEARED BEFORE YOU LEAVE OR CLEANUP CHARGES WILL BE ASSESSED.
2. _____
3. _____
4. _____
5. _____

SIGNED: _____
ORGANIZATION CHAIRMAN

APPROVED: _____
MAYOR

DATE: _____

DATE: _____

PARK RESERVATION APPLICATION

NAME: _____

ADDRESS: _____

CITY: _____

TELEPHONE NO: _____

DATE REQUESTED: _____

TYPE OF FUNCTION: _____

HOURS: _____

ESTIMATED ATTENDANCE: _____

SPECIAL CONDITIONS

1. _____
2. _____
3. _____

FEE: \$ _____

SIGNED: _____

APPROVED: _____

APPLICANT

PARK BOARD CHAIRMAN

DATE: _____

DATE: _____

REQUIREMENTS

1. THIS APPLICATION MUST BE APPROVED BY THE MAYOR.
2. A COPY OF THE APPLICATION WILL BE MAILED AFTER IT'S APPROVED.
3. APPLICANT SHALL DISPLAY THIS APPLICATION THE NIGHT BEFORE THE FUNCTION. SHELTER AND AREA SHALL BE CLEANED BEFORE YOU LEAVE OR CLEANUP CHARGES WILL BE ASSESSED.

ADDENDUM "A"

BY-LAWS

WALTONVILLE PARK & RECREATION COMMITTEE OPERATIONS OF LAKESIDE BALLFIELD & FACILITIES

ARTICLE I – General.

The Waltonville Park & Recreation Committee (PRC) functions under the cognizance of the Waltonville Village Board and is solely responsible for the operations of the Lakeside Ballfield & Facilities.

ARTICLE II – Responsibility.

Because the primary purpose of the PRC is to improve the recreation facilities available to the citizens of Waltonville and the surrounding area, the PRC is responsible for directing and monitoring the smooth and orderly operations of the Lakeside Ballfield and Facilities, thus ensuring that all local citizens, young and old, are able to use them on an equitable basis and in a responsible manner.

ARTICLE III – Membership.

Membership of the PRC is composed of seven members including a Chairman, a Secretary, and a Treasurer. An Advisory Group consisting of the Mayor and two Village Trustees will monitor the activities of the PRC as required. (See Annex A for current membership of the PRC and the Advisory Group.)

ARTICLE IV – Priority Users.

The following athletic programs will enjoy priority on using the Lakeside Ballfield & Facilities:

- A. Little League
- B. Organized Community Men's and Women's Softball
- C. Others

ARTICLE V – Scheduling.

All scheduling of the ballfield will be done through one calendar. That calendar will be maintained by the Committee Chairman (See Annex A for name and phone number). In case of conflict, the scheduled team with game competition will have preference.

ARTICLE VI – Lights.

With the approach of darkness, the field lights may be turned on; however, because of the extreme expense and critical maintenance of light operations, strict requirements must be met. Generally, the lights will not be turned on until sundown. They will be turned off by 11:00 P.M. unless extreme circumstances dictate otherwise. Additionally, the lights may be turned on/off only by designated PRC personnel (See Annex A for current designated personnel).

Because of high electricity costs of light operations, all users—except Little League—are assessed a users fee of \$10.00 (minimum) for the first 2 hours and \$5.00 for each hour thereafter. The \$10.00 minimum fee is payable in advance.

ARTICLE VII – Percentage of Concession Operations.

In order to help defray the costs of utilities, maintenance, upkeep, etc., the PRC requires that all users of the Lakeside Ballfield and Facilities contribute 10% of any concession operation to the PRC treasury. Little League is excluded from this requirement.

ARTICLE VIII – User Responsibility and Conduct.

The person scheduling the ballfield for use will be responsible for the conduct of all team members and fans and also for the preservation of field facilities and its cleanliness. Failure to carry-out this responsibility will result in possible loss of future privileges.

ARTICLE X – Rules and Regulations.

Because the Lakeside Ballfield and Facilities is a public unit, the PRC mandates that certain rules and regulations govern its operations in consonance with civil law and order:

- A. No alcoholic beverages may be consumed on the ballfield;
- B. Vehicular traffic and parking are not allowed on the south road adjacent ot the Carson Foreman property;
- C. At no time will vehicles transgress on the Carson Foreman property;
- D. Vandalism will not be tolerated; it will be vigorously prosecuted.

Submitted: /s/ Marvin E. Nowicki
Marvin E. Nowicki
Secretary

Approved: /s/ Allen Haley
Allen Haley
Chairman

Approved: /s/ Hollis Dees
Hollis Dees
Mayor