

# *City Parks Policy*

(PDF version)

## **Non-Exclusive Use of City Parks**

1. The City of West Point allows the non-exclusive use of any city park owned and operated by the City. Requests for non-exclusive use will be accepted only on a First-come First Serve basis. The reserved, exclusive use of City parks is limited to City-sponsored, community-wide events only and takes precedence over all other activities and uses.
2. No fees are charged for the use of any park area for non-exclusive use. Fees may be applicable, however, and additional rules and regulations apply to large-scale, City, County, or Chamber of Commerce sponsored events, such as the Prairie Arts Festival, organized athletic events, etc.
3. No portion, section, or public facility in any park area may be roped off or access restricted to members of general public. No event sponsor shall charge any fee or impose any condition that would restrict free access to all park areas and facilities by the public.
4. The group or individual that is granted a non-exclusive use is responsible for the conduct of children and adults during the permit period. This also includes the responsibility of supervising children when necessary.
5. Permission for groups composed of minors will be issued only to adults (21 years of age or older) who accept the responsibility of enforcing the rules and regulations of the City and this policy.
6. All activities conducted in City parks will be in accordance with the law and the policies of the City of West Point.
7. Gambling in any form is prohibited on park premises.
8. No alcoholic beverages shall be sold, served, or consumed in City parks or athletic fields under any circumstances.
9. Park equipment shall not be removed from the premises or defaced in any manner.
10. Personal barbecue grills, deep fryers, butane cookers, freezers, and refrigerators are not

allowed on the grassed areas or the sidewalks of Sally Kate Winter Park, Veterans Park, or the Kitty Dill Parkway.

11. The use of glass containers, bottles, and such items in all park areas is prohibited.
12. The sale of merchandise, food and/or beverages may require additional insurance, Privilege Licenses, and/or a Health Department Permit. The sale or consumption of alcoholic beverages on park property is not allowed under any circumstances.
13. The sponsor is responsible for removing all garbage and debris generated by their activity. All such garbage and debris shall be bagged and removed from the site.
14. No vehicles are allowed on the grass areas or sidewalks of the parks. This include cars, trucks, trailers, vans, portable grills, amusement rides, and all heavy equipment. Vehicles cannot be driven into the grass in any park area to load or unload supplies. Vehicles may only be parked in paved designated parking area lots or in on-street parking spaces. Violators will be fined and held responsible for any damage caused to underground irrigation systems, sprinkler heads, electrical wiring, etc.
15. Parking spaces near the park areas are neither reserved nor guaranteed. Please park in designated sites only and do not block fire lanes or private drives. Parking laws are strictly enforced. Violators may be towed at owner's expense.
16. Larger groups using City Parks may be required to purchase Special Event Liability Insurance with the City of West Point named as an additional insured. The cost of the one-day coverage varies according to event, number of attendees and hazard classification.
17. Setting up of tents and other such items within the park is limited to the non-exclusive use of the facilities and shall only be allowed under the direct supervision of park personnel. Such structures shall not block walkways or interfere or prevent the simultaneous use of the park areas by other members of the public not associated with the event. All such items shall be removed immediately following the event. (Note: See item 14, No Vehicles on Grass)
18. Very limited electricity is available at some park areas. There is no electricity use fee and users must provide their own extension cords. Park personnel WILL NOT troubleshoot electricity problems during non-working hours. Water connections are not available in any park areas.
19. The use of sound amplification equipment in the parks is limited to the reasonable use of such equipment at volumes that are in keeping with the general use of the park by the public and park neighbors in the surrounding residential areas. Unreasonable uses include, but are not limited to, loud rock concerts, loud recorded music played through amplification equipment,

and other similar activities. Except for City-sponsored events and activities, the use of sound amplification equipment in all city parks is prohibited between the hours of 10:00 P.M. and 8:00 A.M.