

RENTAL POLICY FOR CITY OF AMORY FRISCO PARK

This policy and set of rules applies to the City of Amory Frisco Park, entertainment gazebo, and Amory Interactive Water Fountain located within Frisco Park. This policy is designed to protect these facilities and the citizens of the City of Amory.

I.

GENERAL PROVISIONS

It should be noted that inappropriate, loud, disruptive, or illegal activity will not be tolerated. These are City of Amory properties and the City of Amory reserves the right to have its law enforcement officers, drug dogs, employees and/or representatives present at any time before, during, or after any reservation of a facility. All participants must conduct themselves in a courteous, safe, and family orientated manner. This includes choice of clothing. The City of Amory reserves the right to terminate a reservation of a City of Amory facility prior to or during a rental/reservation. If said termination occurs during a rental/reservation, the City of Amory reserves the right to remove all persons from said City of Amory facility. This may result in forfeiture of the deposit and imposition of civil and/or criminal charges against anyone present in said facility.

II.

RESERVATION

Reservation shall be defined as reservation of the Frisco Park and entertainment gazebo only. At no time is the interactive fountain reserved. Frisco Park **may not** be reserved during the annual Amory Railroad Festival for any reason including for festival activities.

In order to reserve a City of Amory facility, the reservation must be made at least fifteen (15) days before the scheduled use. This requirement can be waived for good cause by the City of Amory. Prior to authorizing a rental/reservation, the applicant must describe in detail the purpose for which the City of Amory facility is desired. As noted, the City of Amory has an interest in protecting its facilities and its residents, and therefore, the City of Amory reserves the right to refuse to rent/reserve a facility for any reason if it determines that the purpose for which the rental/reservation is requested could result in damage to property and/or persons.

Payment of the deposit (as amended from time to time) must be paid in advance within five (5) working days after a reservation has been booked or the reservation may be cancelled. In no event shall the payment be made less than ten (10) days prior to the reservation date. The City of Amory reserves the right to require a deposit in an amount greater than \$200.00 for any reservation where a tent or above ground device that requires tethering is used in order to protect property and/or buildings of the City of Amory. The City of Amory reserves the right to authorize a reservation of City of Amory facilities within five (5) days prior to the event date, but in that event, the required deposit shall be paid by cash, certified check, or money order. Events are subject to review by the Frisco Park and Splash Pad Advisory Board as established by the City of Amory Board of Aldermen.

If any part of the reservation requires use of City of Amory streets, the applicant must fill out an Event Permit from the Amory Parks and Recreation Department 30 days prior to the event/reservation. Contact 662-256-3221.

IV.

REQUIREMENTS FOR RESERVATION

An individual must be twenty one (21) years of age or older to rent/reserve any City of Amory facility. The City of Amory reserves the right to require a picture ID and such other prior to authorization for rental/reservation. If a picture ID and such other appropriate documentation are not provided, the reservation may not be authorized.

The City of Amory may require that chaperones be present during any activity. If chaperones are required, at least five (5) days before the requested date, the required number of chaperones must execute a chaperone agreement in a form required by the City of Amory. Failure to execute an appropriate chaperone agreement or appear as a chaperone may result in cancellation of rental/reservation by the City of Amory.

V

RULES AND PROHIBITED ACTIVITIES

- A. **Tents:** At no time is anyone allowed to penetrate the ground within Frisco Park due to underground electrical lines, water lines, and sprinkler system. This includes any form of anchor, umbrella, flag, or any other item that penetrates the soil.
Concrete blocks or above ground instruments may be used to anchor tents.
No tents or other items may be placed within 25 feet of the interactive splash pad area.
No tents may be left over night within Frisco Park. All tents are to be placed with a maximum of 6 hours use within the Frisco Park.
There may be no more than 10 tents placed within Frisco Park unless permission is granted by the Frisco Park Advisory Committee.
There will be a **deposit** required should your event use tents within Frisco Park to cover costs that may be incurred as a result of the violation of this prohibited activity rule. Use of any ground penetrating item will automatically forfeit the deposit even in the event of no damage. Any actual damage will be charged to the applicant.
If applicant is found to be in violation or if any participants at the event are found to be in violation, applicant will be put on restricted use list of the Frisco Park in the future. If the Frisco Park Advisory Committee suggests to the Amory Board of Aldermen that this be lifted and the Board approves, this ban may be rescinded.
Applicant may choose to place tents on the street side of the park. At no times may the sidewalk be obstructed per City of Amory ordinances.
If the applicant chooses to use the street in lieu of the park for tent placement, an Event Permit must be recorded 30 days prior to the event in the Amory Parks and Recreation office (662-256-3221) at no charge to the applicant.
- B. **No above ground structures** are allowed in Frisco Park. Unless by approved written consent by the Frisco Park Advisory Committee followed by approval of the City of Amory Board of Aldermen, this rule shall have no exemptions.
- C. No **alcoholic beverages, smoking, or tobacco products** will be allowed on any City of Amory property.
- D. No **benches or tables** will be moved or removed from the property. The person or group reserving the park shall be responsible for the cost of replacing removed items if such items are not returned immediately and/or if they are damaged.
- E. If **special services** such as electricity and water are needed for your event, you must notify the Parks and Recreation Department no less than fourteen (14) days prior to your event so that the City of Amory Utilities Department may make arrangements.
- F. No **animals** (including but not limited to dogs) are allowed in the Interactive Fountain area (excluding service animals). Any animal within Frisco Park must abide by the City of Amory Leash Ordinance #1578, the Dangerous Dog Ordinance #1665, and the Railroad Festival No Dog Ordinance #1635. If animals are brought to the park, all droppings must be picked up by the owner and disposed of properly. Any activity involving animals must be approved by the Parks and Recreation Director prior to reserving the park.

- G. The **Interactive Fountain** may not be reserved. Land and Water Conservation Funding Programs state that the facility should remain open to the general public at reasonable hours and times of the year consistent with the type of facility.
The fountain is free of use to all citizens and is based on a first come first serve mentality. If you wish to hold a birthday party or event at the fountain, please note that you must arrive early.
- H. **Grilling** may be allowed within approved areas of the park. You must review the site area with the Parks and Recreational Department for approval prior to your event. All ashes and briquettes from grills must be carried away from the park. These ***may not*** be placed within the garbage receptacles provided.
- I. Please be aware of **sprinkler heads** within the park when placing items of significant weight on the park's grassy areas. The City of Amory will work to ensure that the sprinkler system does not activate during activities within the park at the request of the person reserving the park. Any damage correction to sprinkler heads or any part of the sprinkler system will be the monetary responsibility of the person/organization reserving the park. No alterations or markings are to be made to the premises. This includes materials used to mark the grass areas for events. No construction of any building or improvements to premises without prior written consent by the City of Amory.
- J. No tampering with **electrical outlets** including all City of Amory equipment will be tolerated. The temporary power outlets (if requested) are a maximum use of 20 amps per plug. No crock-pots are allowed to be plugged in to these.
- K. No **political** or campaign materials are allowed to be posted on City of Amory property.
- L. **Extension cords** may not cross sidewalks or streets at any time.
- M. At no time may you drive a **vehicle**, use skateboards, rollerblades, scooters, and/or bikes within the park or on sidewalks. The only exception includes motorized handicap vehicles. Any use of an **automobile** is prohibited unless specifically permitted **and will result in a forfeiture of deposit.**
- N. No **inflatable or jumper or slide** may be placed within Frisco Park. Use of plastic or rubber jumpers, slides, etc may cause damage to the grass and other areas of the surface. If use of jumpers is needed, they must be placed in the road. If the applicant chooses to use the street in lieu of the park for tent placement, an Event Permit must be recorded 30 days prior to the event in the East Amory Park and Recreation Department (662-256-3221) at no charge to the applicant
- O. All persons using the pad and/or park do so at their own risk. **No emergency personnel** will be on duty. Use of pad during severe weather is prohibited. Seek shelter at a City of Amory provided community shelter. All children under 12 must be under supervision at all times.
- P. No **glass containers** are allowed within Frisco Park. All food and drink must be cleaned up and disposed of properly as stated in section VII.

If special attention or requests are desired, a formal written request must be issued to the Frisco Park Advisory Committee for review 30 days prior to rental.

In the event of violation of these prohibited activities, City of Amory reserves the right to terminate the reservation/rental and remove all persons from the City of Amory facility. Those in violation may forfeit the ability to reserve Frisco Park in the future.

VI.

FRISCO PARK & INTERACTIVE FOUNTAIN RULES

All persons using the park and interactive fountain are responsible for maintaining the rules of the interactive fountain and park area as stated below and on signage within the park. The pad or interactive fountain area is defined as the water play area including all concrete and sidewalks surrounding the pad.

Hours of Operation are 9:00 a.m. until 8:00 p.m. during operational months.

Press the black activator button if no water is on!

The splash pad may be closed at any time due to maintenance or other concerns and will be closed during winter months to prevent damage to water pipes.

Our splash pad provides an outdoor play environment. Please be aware of animals, plants, insects, weather, and sun protection for your family and take precautions as needed.

Please see the rules for the park and fountain as stated on signage in the park.

1. At no time is anyone allowed to penetrate the soil within the park. No tents or devices are allowed on the actual splash pad. Violations will be punishable by a fine.
2. All persons using the pad do so at their own risk. No emergency personnel are on duty. Do not use during severe weather.
3. No running or rough play.
4. Infants must wear swim diapers not regular diapers. Do not change diapers on the splash pad.
5. No animals are allowed on the pad (except service animals).
6. No glass containers are allowed in Frisco Park. Drinks and/or food must be cleaned up and all trash disposed of properly.
7. Vehicles, skateboards, rollerblades, scooters, and bikes are not permitted in the park or on sidewalks.
8. No electrical devices within 5 feet of the pad.
9. Do not cover drains.
10. No grilling, cooking of any sort, bathing, use of soap, shampoo, or other external products on pad.
11. No use of tobacco, smoking, or alcoholic beverages will be allowed on City of Amory property.
12. In the case of an emergency, call 911 and see the Amory Fire Department located adjacent to Frisco Park
13. If you notice vandalism, please report it to the Amory Police Department located beside the Amory Fire station. Call 662-256-2676.

VII.

APPLICANT'S RESPONSIBILITY

1. The person reserving the park is responsible to see that these policies are carried out during the reservation period requested for the protection of the City of Amory facilities. Additionally, the person/organization signed below is responsible for putting trash in cans or containers and seeing to the cleanup of the facilities. All trash, litter, and debris must be removed from the park after the completion of the reservation. Failure to comply with these requirements will result in a clean up fee minimum of \$80 up to or greater than the \$200 deposit and/or forfeiture of the security deposit where applicable. It is the personal responsibility to the applicant for any additional costs, including repair, replacement, or clean up.
Cleanup is included but not limited to:
 - Trash bags will be in the garbage containers provided by the City of Amory and extra bags will be under the existing bag or may be procured from the Amory Fire Department.
 - The applicant must replace the trash container liner with a new one after removing trash.
 - No overflow of garbage or trash containers is allowed and will result in a fee.
 - All trash must be removed from the park and placed in the dumpster located beside the Fire Department.
 - All food, drink, trash, litter, and debris must be picked up from the park and placed within the garbage containers to be bagged and disposed of within the dumpster.
 - All animal droppings (for those events involving animals) must also be properly disposed of.
 - Any personal items or equipment used in the park must be removed from the park at the end of the event. Any items left in the park will be disposed of at the City of Amory's discretion, and a fee may be charged to the applicant.
 - All ashes and briquettes from grills must be carried away from the park. These may not be placed within the garbage receptacles provided.
 - Applicant must take a **time stamped photo** of Park for verification once event is complete to verify return of deposit.
2. The applicant shall reimburse the City of Amory for any and all costs incurred as a result of any damage to Frisco Park, its property, buildings, structures, or equipment located therein resulting from applicant's use.
3. Liability insurance may be required for certain events. If it is required, a general liability insurance policy in an amount deemed appropriate by the City of Amory shall be obtained naming the City of Amory and employees/volunteers as additional insured. Proof of insurance, when required, shall be submitted two weeks prior to the scheduled event. Failure to provide proof will lead to the cancellation of the event (at which time Cancellation conditions will take effect).
4. *If special attention or requests are desired, a formal written request must be issued to the Frisco Park Advisory Committee for review 30 days prior to rental.*

VIII.

SECURITY DEPOSIT AND RENTAL FEES

1. A security deposit of \$100.00 is required for all events in Frisco Park.
2. A security deposit of \$200 will be required for any event that will use a tent or above ground structure that requires anchoring.
3. A required photo with time stamp will be taken to verify that all garbage cans were emptied and park is in satisfactory condition as per the requirements in this document.
 - Failure to comply with this policy will result in forfeiture of the security deposit. Forfeiture of said security deposit is solely and completely within the discretion of the City of Amory.
 - Additionally, before any security deposit is returned, the facility and/or property rented must be checked by a park and recreation staff member.
4. A rental fee of \$50.00 is required and non-refundable by residents of Amory, Mississippi. Residents must prove that they live within the City of Amory limits by identification card or other form of accepted method. A rental of Frisco Park does not include the Fountain area and allows for four (4) hours of reserved activity.
5. A rental fee of \$75.00 is required and non-refundable for those not proven residence of the City of Amory. A rental of Frisco Park does not include the Fountain area and allows for four (4) hours of reserved activity.

Other than City of Amory sponsored events the deposit and rental fees can never be waived for any event or group holding events within Frisco Park by the City of Amory Board of Aldermen.

The deposit is required for all events hosted or held within Frisco Park or for any event with a portion of activities that occur within Frisco Park boundaries. This includes all events held via lease agreement or contract with the City of Amory with no exceptions.

IX.

TERMINATION OF RESERVATION

The use of the Amory Frisco Park by rental fee allows the renter four (4) hours of Frisco Park activity (fountain not included). The use of any City of Amory facility shall cease at such time as directed by the City of Amory, but in no event later than 12:00 o'clock midnight. All persons must vacate the premises and/or facilities at that time. Provided, however, the Renter and up to ten (10) individuals may remain until after 12 midnight for the sole purpose of seeing to the cleanup of the facility.

