



Town of Fairview

PARKS & RECREATION

Agenda

September 1, 2016 @ 6:30 p.m.

Meeting will be in the Council Meeting Room

1. Call to order ---*Chairman Clontz*
2. Public Comments:
3. Business:
 - Park Rules
4. Approval of Previous Minutes:
 - a. August 4, 2016---Regular meeting
5. Adjourn

Town of Fairview
Park Rules

The Park will be open throughout the year during posted hours of operation. No person, except authorized Park personnel shall be allowed in the Park prior to or after these posted hours without written permission. Park hours are from 8:00 AM to sunset.

The use, sale, possession and/or consumption of alcoholic beverages and/or illegal drugs, gambling, possession of fireworks, as well as any other illegal activities are strictly prohibited.

Unless otherwise provided by law, no person shall possess, carry, use or discharge any type of firearms, air guns, paintball guns or any other weapon within the Park; authorized Park personnel or law enforcement officers accepted.

No person shall make, kindle or tend an open fire other than in grills or in designated places provided for such.

No person shall cause or permit any animal owned by him or under his control, except when on a leash not exceeding 16 feet in length, to enter the Park. Pets must be leashed and away from activity areas containing participants and spectators. Dogs and other animals shall not be allowed within the playground area.

Ponies or petting zoos are not allowed without prior authorization by a special permit.

No person within the confines of the Park shall hunt, pursue, trap, shoot, injure, kill, or molest in any way any animal.

No person shall fish in the Park pond except during Town of Fairview sponsored events.

No bounce houses or inflatable slides are allowed.

It is unlawful to use or operate any model airplane, boat, car, drone, or other motorized model device, including radio-controlled devices; or helicopter, parasail, hang glider, or hot air balloon.

Swimming/Wading is not permitted. Children 12 and under must be supervised by an adult at the pond area at all times.

No person shall cut, injure, deface, remove or disturb any tree, shrub, building, fence, bench, table, or any other structure, apparatus or property; or pick, cut, or removed any tree, shrub, flower or rock; or mark, write or carve upon any building, fence, bench, table or any other structure in the Park.

No person shall distribute any circulars, cards or written matter; or post, paste or affix any placard, notice or sign within the Park, without written permission.

The Town is not responsible for any lost or stolen items or items left unattended or forgotten.

The Town will not be responsible for providing or supervising any supplies or equipment. Any authorized Town representative may disallow the use of any equipment for safety reasons and ensure Town and department policy is followed.

In the event of a medical or law enforcement emergency, call 9-1-1. Refer to the address posted at the site.

Picnic Shelter Use:

To reserve a shelter:

- Visit the Town Clerk's office, fill out the application permit and pay rental fee.

Fee: \$50 plus sales tax for 4 hours or \$100 plus sales tax for all day per date per shelter. Rental hours available are 10:00 AM to sunset. Use of the shelter is guaranteed for the period specified in the permit only. Event set-up time and clean-up time must be included in the rental period.

No date/time will be held open without completion of the rental form and payment of the fee.

Reservations for the upcoming weekend are not taken after 3:00 PM on Thursday. Patrons may call the Town Clerk at 704-753-1981 Thursdays from 12:00 noon to 3:00 PM to inquire if shelters are reserved for the weekend.

No refunds will be given for cancelations fourteen (14) days calendar days or less prior to the event.

No refunds will be given for inclement weather. If inclement weather prevents the use of the shelter, you may reschedule your event with proper notification. To reschedule your event:

- The first business day after your rental, visit the Town Clerk's office.
- Applicants must provide the permit number to reschedule the shelter use.
- All rescheduled events are subject to availability.

If you need to modify an existing reservation (change the time, date, etc.), it must be done at least forty-eight (48) hours prior to the scheduled use. To modify your permit:

- Visit the Town Clerk's office.
- Applicants must provide the permit number to modify the permit.
- All modifications are subject to availability.

Use of facilities is for use by groups of less than 50 attendees. Events with 50 or more participants or where goods, products, services, food or beverages are to be sold must be permitted through the Town Clerk's office by completing a Special Event Permit Application.

Applicant agrees to be present on site at all times during the function, or designate a representative who will be there to serve as a liaison between the event staff and event goers at all times during the term of the permit. The applicant is responsible for all actions, behavior and/or damages caused by his/her guests.

Permit is only for use of the facility specified in the permit and for the date and time specified in the permit. Other areas in the Park remain open to the public and must not be affected by the permitted use.

Fires are prohibited except in provided charcoal grills. Gas grills may be used in designated shelter areas. Fires must be completely extinguished before leaving the Park. Grill use may be restricted in the event of drought conditions.

Decorations/Clean-up: Facilities are to be left in the same or better condition than before use.

- Only removable adhesive tabs are allowed for securing your decorations. Staples, nails, tape, pushpins, adhesive backed decals, tacks or paint are prohibited. Metallic decoration sprinkles, glitter, confetti, rice and birdseed are not allowed. No signs are to be nailed, pinned or stapled to any tree, Park sign, shelter and/or roadways.
- Balloons are allowed provided they are securely anchored or strung together (e.g. arched), they are removed at the completion of the event and that air tanks are properly secured at all times.
- Department signs and other materials are not to be removed or altered.

Picnic tables cannot be moved outside of the shelter.

Vehicles must be parked in designated parking lot areas. Loading or unloading from vehicles must be done from designated parking lot areas only. No motor vehicles allowed beyond roadways and designated parking areas.

Normal Park use or other various activities may be approved at a facility in or around the shelter areas resulting in increased crowds and traffic. The Town is not responsible for any impact the increased vehicle and pedestrian traffic might have on your event.

**FAIRVIEW PARK
7350 Concord Highway
Monroe, NC 28110**



**Town of Fairview
Parks & Recreation Advisory Committee Meeting
August 4, 2016**

The following Parks & Recreation Advisory Committee members were present: Jerry Clontz, B.B. Haigler, Rachel Outen, and Leon Whitley

Others present: Teresa Gregorius, Town Clerk

Public Comments

None

Items of Business

A. Park Construction Update

Jerry Clontz gave each committee member a printout of the park construction schedule.

Eagle Wood Inc. provided a color board showing the physical color samples the committee chose for the picnic shelter, restroom etc.

Mr. Clontz updated the committee on the park construction meeting that was held on July 26th and handed out the minutes of that meeting for everyone. He stated that the company (CXT) that will be doing the picnic shelter and restroom had requested deposits on both structures before beginning production. They subsequently reduced their deposit request. He will bring the request before the Council at Monday night's meeting for approval.

Mr. Clontz stated that Garcia Forest Service suggested that since the park was now under construction it would be better to hold off spraying until the park is completed then go in and do weed eating and clearing instead.

B. Park Signage

Jerry Clontz stated that the Committee should be thinking about the different signs that will be needed at the park. He suggested if members are visiting other parks they should take photos of signage used.

Mr. Clontz suggested that the park's name should be Fairview Park since that is what it has been called from the beginning.

C. Memorials to Park

Eagle Wood Inc. will let us know the cost of purchasing a bench so that we can set up the cost for a "memorial bench". Jerry Clontz stated that everyone he has spoken with likes the memorial paver idea. He suggested that once park construction is complete the committee can decide where an appropriate focal point would be for perhaps a flag pole and paver area and then solicit residents for "memorial pavers".

D. Minutes

Leon Whitley made a motion to approve the July 7, 2016 minutes. B.B. Haigler seconded the motion. Members Clontz, Haigler, Outen and Whitley voted yes (4-0).

Jerry Clontz informed the committee that the Council will be sending out a survey to a random selection of the town residents in September and he would like the committee to encourage everyone to fill it out (with favorable comments regarding the park) and send back.

Rachel Outen asked about plans for the park grand opening stating that the committee needs to set a date soon since vendors get booked up fast. Jerry Clontz stated that the town has a Festival Committee and asked Mrs. Outen if she would be agreeable to working with that committee to coordinate the park grand opening. Mrs. Outen stated she would be happy to. Mid April to mid May was suggested as a timeframe for the grand opening.

Leon Whitley made a motion to adjourn. Jerry Clontz seconded the motion. Members Clontz, Haigler, Outen and Whitley voted yes (4-0).

Respectfully submitted,

Teresa Gregorius
Town Clerk

Jerry Clontz
Chairman

Approved this _____ day of _____, 2016