



# Town of Fairview

## FAIRVIEW PARK FACILITY COMMITTEE

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### Agenda

November 10, 2022 @ 6:30 p.m.

**Fairview Town Hall Meeting Room**

1. Call to order
2. Public Comments
3. Business:  
Review/Update Town of Fairview Park Rules
4. Approval of Previous Minutes:
  - a. September 8, 2022 --- Regular Meeting
5. Adjourn

**Town of Fairview**  
**Park Rules**

1. 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 7:00 AM to sunset.
2. The Park is Smoke Free.
3. 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.
4. Unless otherwise authorized by law, no person shall possess, carry, use or discharge any type of firearm, air gun, paintball gun or other weapon within the Park; authorized Park Personnel and law enforcement officers excepted. This provision includes the prohibition of open carry of any weapon.
5. No skateboards are allowed in the Park.
6. No person shall make, kindle or tend an open fire other than in grills or in designated places provided for such.
7. 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. Animal owners must clean up any droppings made by their pets. Bag all droppings before depositing them in provided receptacles. Dogs and other animals shall not be allowed within the playground area.
8. Ponies or petting zoos are not allowed without prior authorization by a special permit.
9. No person within the confines of the Park shall hunt, pursue, trap, shoot, injure, kill, or molest in any way any animal.
10. No person shall fish in the Park pond except during Town of Fairview sponsored events.
11. No bounce houses or inflatable slides are allowed.
12. 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.
13. Swimming/Wading is not permitted. Children 12 and under must be supervised by an adult at the pond area at all times.

14. 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 remove any tree, shrub, flower or rock; or mark, write or carve upon any building, fence, bench, table or any other structure in the Park.
15. 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.
16. The Town is not responsible for any lost or stolen items or items left unattended or forgotten.
17. 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 Park policy is followed.
18. In the event of an emergency, call 9-1-1. The Park address is: 7350 Concord Highway, Monroe, NC

### **Picnic Shelter Use:**

19. To reserve a shelter:
20. Visit the Town Clerk's office, fill out the application permit and pay rental fee.
21. 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.
22. No date/time will be held open without completion of the rental form and payment of the fee.
23. 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.
24. No refunds will be given for cancelations fourteen (14) calendar days or less prior to the event.
25. 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 (Town Hall is open Tuesdays and Thursdays 8:00 AM till 3:00 PM) 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.
26. 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.
27. Use of facilities is for use by groups of less than 50 attendees. Events with 50 or more participants require prior approval through a Special Event permit and approval by the Town Council. NO vendors are allowed without prior approval through a Special Event permit and approval by the Town Council. No items (i.e. goods, products, services, food or beverages) may be sold without prior approval through a Special Event permit and approval by the Town Council.
28. 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.
29. 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.
30. 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.
31. 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.
  - Park signs and other materials are not to be removed or altered.
32. Picnic tables shall not be moved outside of the shelter.
33. 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.
34. 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  
Fairview Park Facility Committee Meeting  
September 8, 2022**

The following Fairview Park Facility Committee members were present: Kirk Ellison, Jane Link, Penny Love, Mike Medlin, and Leon Whitley

Others present: Teresa Gregorius, Town Clerk

**Public Comments**

None

**Items of Business**

A. Fall Festival

The Fall Festival will be October 1<sup>st</sup> from 10:00 AM – 5:00 PM. The Facility Committee will oversee the trash collection and restroom cleanup.

B. Meeting Attendance

Chairman Medlin asked the members to please attend meetings as often as possible. Committee business cannot be completed if there is not a quorum in attendance.

C. Other Business

Teresa Gregorius informed the Committee that the town had access to a parking lot line sprayer if they would like to re-line the spaces at the park. She informed the Committee that a representative from Benesch would be at the Council meeting on September 13<sup>th</sup> to present the updated Master Plan for the park.

Leon Whitley suggested that the Committee needed to check the park for dead trees and get them cut down. Also, the fallen limbs should be picked up before the Festival.

D. Minutes

Leon Whitley made a motion to approve the April 14, 2022 and June 16, 2022 minutes. Jane Link seconded the motion. Committee members Ellison, Link, Love, Medlin, and Whitley voted yes (5-0).

Chairman Medlin adjourned the meeting.

Respectfully submitted,

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Teresa Gregorius  
Town Clerk

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Mike Medlin  
Chairman

Approved this \_\_\_\_\_ day of \_\_\_\_\_ 2022

DRAFT