

City of Lexington  
Parks & Recreation  
Rules and Regulations Policy

The following rules and regulations (Ordinance 200806) were adopted for our parks and recreation system to protect the City of Lexington's investment, provide for efficient operation, ensure equitable treatment of patrons and generate a healthy recreational environment for the children and citizens of Lexington. Compliance with this policy is mandatory.

Park Hours:     April – Aug     8:00 a.m. to 11:00 p.m.  
                  Sept – March   8:00 a.m. to 10:00 p.m.

1. General Rules: Alcoholic beverages, weapons (of any kind), animals/pets, three/four wheelers are not allowed in Park(s). Bicycles, skateboards, in-line skates and rollerblades are allowed in designated areas only. Inappropriate behavior will not be tolerated. Violators will be subject to prosecution.
  2. Field Rainout Policy: Determination of field rainouts shall be made by the Park Foreman or, in his absence, the Public Works Director. The decision of whether the fields are playable will be made by 3:00 p.m. or sooner on that day. The Park Foreman will contact the Radio Station and Lexington Police Department for announcement of the rainout. Under no circumstances shall games be played on fields after rainouts have been called.
  3. Saturday & Sunday: Park employees will come in at 7:00 a.m. only if leagues have rainouts or scheduled games. If fields are not playable, games will be rescheduled for the next week.
  4. Communication: All communication with the Parks Department shall be initiated through the Park Office (968-5338). Leave your name, contact number and the nature of your request. The Park Foreman will respond as needed at his earliest convenience. Calls will be taken from 8:00 a.m. to 5:00 p.m. Monday through Friday. LEAGUE REQUESTS SHALL BE MADE BY THE LEAGUE PRESIDENTS ONLY.
- For after hours emergencies: Call Lexington Police Department (968-6666).
5. Visits to Park Employees: In order for the Parks and Recreation Department employees to do their job, we require that you refrain from making visits at the park with these employees.
  6. Scheduling: All league game schedules must be turned in to the Park Foreman no later than two (2) weeks prior to the start of the season. Any scheduling changes must be requested with the Park Foreman twenty-four (24) hours in advance. The Parks and Recreation Department will not be responsible for any scheduling problem due to lack of communication from leagues. "REQUEST FOR SCHEDULING" forms are available at the Park Office on Natchez Trace Drive.
  7. Tournaments: Park employees will prepare the fields one (1) time each day during tournaments. Any special request for field preparation must be made in writing to the Park Foreman.
  8. Concession Stands: Leagues will be allowed to operate concession stands during their season(s) in the concession stand associated with their field and/or, with written approval by the Park Foreman, in temporary/portable stands to be located in the area of their field. Use of any other building will not be allowed. Storage of concession items by leagues will be allowed only in the concession stands associated with their fields. All trailer type equipment must be properly secured including wheels chocked (Examples: Coke Wagons, Barbeque Grills, etc.). A copy of specific regulations can be picked up at City Hall.
  9. Field Maintenance: All field maintenance shall be performed by Park employees or City authorized contractors. No one else is allowed to work on any field or any Park grounds. This includes but is not limited to (1) removal or addition of dirt; (2) removing or moving bases, home plate and/or pitching rubber; or (3) removing standing water anywhere on the fields. "REQUEST FOR REPAIRS AND PROJECTS" forms are available at the Park Office on Natchez Trace Drive. Leagues must submit requests to the Parks & Recreation Department.

**10. Construction Projects:** Specifications and drawings of proposed construction projects by any league must be submitted by the league president for approval by the Park Foreman, Public Works Director, Building Inspector and, in certain cases, to the Board of Mayor and Aldermen. The City of Lexington will hold no liability for construction projects that are not City funded.

**11. Scheduling of Pavilions:** Use of a pavilion at the City Park(s) may be scheduled by contacting the Park Office (968-5338). Leave call back information, date and time of requested use. The Park Foreman will call as soon as possible to confirm reservation of pavilion. There is no rental charge for the use of Park pavilions but clean up of the area after use is required.

**12. Parking:** Vehicles must park in allotted parking areas. Special consideration will be given for the elderly, handicapped or special needs individuals. Illegally parked vehicles will be ticketed. To make arrangements for special consideration parking, contact the Park Office (968-5338). Vehicles left overnight may be towed at owner's expense. Call the Police Department at 968-6666 to make them aware of a problem.

**13. Use of Grills:** Any type of charcoal or gas grills used at Park(s) must be removed after use. Ashes from charcoal grills CANNOT be dumped on park property. It must be removed from the Park grounds.

**14. Parks and Recreation Office:** The Parks and Recreation Office is available for community meetings. At the beginning of each year, a new scheduling calendar is placed in the office. Contact the Park Office (968-5338) to schedule use. Requests will be filled on a first come first serve basis. You will be contacted by the Park Foreman to confirm. No food or drinks are allowed in the Park Office; furniture cannot be moved; and, clean up is required. Violators of these rules shall be banned from use.

**15. Cleanliness of Park Grounds:** It is the responsibility of everyone that frequents our City Parks to keep them clean and safe. Trash containers are placed throughout the Parks for convenient disposal of trash and litter. Trash from the dugouts and playing field shall be picked up by leagues and placed in proper trash containers. Leagues must encourage spectators not to litter but to keep our parks clean and neat. Patrons of the pavilions, play grounds, etc. shall not litter and shall clean up after uses.

**16. Lexington City Pool:** The Lexington City Pool is open to the public Monday through Saturday from noon until 5:00 p.m. beginning the day after Memorial Day through the first weekend in August. Pool is available to rent for private parties Monday through Saturday in two (2) hour sessions: 5:30 p.m. until 7:30 p.m. and/or 8:00 p.m. until 10:00 p.m. For information, rates and scheduling call Park Office at 968-5338.

**17. Violation and Penalty:** Any violations of these Rules and Regulations that are designated as misdemeanors shall be punishable by a fine not to exceed \$50 per day for each violation. The court may also order a person found to have committed a misdemeanor under this ordinance to make full restitution.

*The City Of Lexington reserves the right to change or modify these rules and regulation as needed.*

### **Mission Statement**

**The City of Lexington Parks and Recreation Department is dedicated and committed to making our Parks the "BEST THEY CAN BE!"**

**Safe, clean and well maintained - we will always hold that standard.**

November, 2008