

**POLICIES AND PROCEDURES FOR
RECREATIONAL USE, ACTIVITIES,
AND COMMUNITY EVENTS IN
CAMPBELL COUNTY PARKS AND
RECREATION AREAS**

Ordinance Number _____

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APPROVED: County Mayor

ATTEST: County Court Clerk

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I. BACKGROUND

A wide variety of recreational use, special activities, and community events can be accommodated by Campbell County's Park & Recreation area each year. In order to provide consistent information and direction as to the type of use, activities and events that will be allowed within its parks and recreation areas appropriate PARK POLICIES AND MANAGERIAL PROCEDURES must be established. In recognition of the nature of each special activity and/or community event, the need exists to define the type of groups who will be allowed to make use of the park and recreation areas, what activities are allowed, what conditions will apply, and how much assistance Campbell County may provide. It is further acknowledged that the following PARK POLICIES AND MANAGERIAL PROCEDURES are subject to amendment in the future and the uses, activities and/or events initially determined to be permissible and/or impermissible may at a later time be determined to be impermissible and/or permissible.

II. OBJECTIVE FOR COMMUNITY ACTIVITIES AND EVENTS IN PARKS AND RECREATION AREAS

Campbell County endorses the promotion of activities and events in its parks and recreation areas which increase a sense of Community. Campbell County has established Community Objectives to ensure that allowable activities and events in its parks and recreation areas are compatible with the Community's needs.

The established Community Objectives are:

1. To create a more livable, healthy community.
2. To encourage people to use parks, and recreation areas.
3. To instill and encourage community spirit, pride and self-help.
4. To promote, improve and benefit the community economically and otherwise.

III. OBJECTIVES FOR COMMUNITY ACTIVITIES AND EVENTS POLICIES

The following minimum processes are established to promote, address and ensure an equitable evaluation and implementation of the Objectives for Community Activities and Events:

1. Defined application/permit process.
2. Defined evaluation of activities and events to ensure the proposed activities and events are compatible with their proposed venues.
3. Defined activities and event prioritization criteria relating to allocation of parks and

recreation areas.

4. Defined role of the County in the assistance and/or promotion of activities and events.
5. Defined development, management, and maintenance criteria associated with the proposed activities and events.

IV. DEFINITIONS

County Commission: The legislative body charged with the responsibility to adopt policies and procedures relating to Campbell County and its parks and recreation areas, the entity charged with the responsibility to determine the level of funding to be provided to the various departments and functions of Campbell County, and the entity with final approval authority relating to the requested use of the parks and recreation areas of Campbell County pursuant to the provisions of TCA 11-24-103(a), TCA 11-24-103(b)(1) and otherwise under Tennessee Law generally.

Recreation Committee: A selected group of Campbell County Commissioners established to serve only in an advisory capacity to the Campbell County Commission for the review, consideration and recommendation of recreational issues relating to Campbell County and the parks and recreation areas of Campbell County.

County Mayor: The Chief Executive Officer of Campbell County charged with the ultimate supervision of the employees of the Parks Department pursuant to the provisions of TCA 11-24-103(b)(1), TCA 11-24-103(c) and otherwise under Tennessee Law generally, including but not limited to; the hiring and firing of these employees, the establishment of their salaries and wages within the budgetary limitations established by the County Commission, and the establishment of work schedules for the employees of the Parks Department. The County Mayor shall also have the authority to issue any permits pursuant to these rules and regulations.

Park Attendants: The Employees of Campbell County responsible for the day-to-day operations of the parks and recreation areas of Campbell County. These employees are specifically empowered to administer the adopted park policies and procedures, including but not limited to; the issuance of citations for violations of approved Park Policies and Procedures; the ejection of members of the general public from the park and recreation areas who in the opinion of the Park Attendants are disorderly and/or refuse to comply with approved park policies and procedures. Park Attendants are the prime contact/representative of the County relating to activities and events within the parks and recreation areas of Campbell County.

Parks and Recreation Department – A department operated under the authority and control of Campbell County government.

Public Open Space: Campbell County Parks and Recreation Areas.

Activities: Recreational activities generally associated with parks and recreation areas such as walking, picnicking, fishing, swimming and other leisure activities. Organized

recreational activities generally relate to athletic/sporting activities such as baseball, soccer, tennis, basketball, volleyball, etc.

Events: Organized noteworthy happenings, celebrations, occurrences or contests. Events can be further classified as either a “Festival” or a “Special Event”.

Festival: An organized celebration generally held on an annual basis, which is open to the general public, including entertainment of many kinds, and honoring people, places or events.

Special Event: An organized noteworthy happening, occurrence or contest designed for a definite purpose or occasion.

Event Organizer: The organization producing or sponsoring an activity or an event.

Event Manager: The person designated by the event organizers as the prime person responsible for the activity or event. The Event Manager will be the prime contact/representative of the Event Organizer in any dealings with the County.

Community Group: A Community Group shall mean a group composed of individuals joined together by shared interests or common purposes.

Non-Profit Organization: Registered organization which operates on a not for profit basis.

Commercial Organization: An organization which operates on a for-profit basis.

V. CLASSIFICATION OF ACTIVITIES AND EVENTS

In addition to ongoing non-organized recreational activities, Table 1 provides examples of the types of organized activities and events which Campbell County may allow in the parks and recreation areas of Campbell County. This listing may be used as a guideline by Campbell County to develop activities and events classifications, assign potential assistance amounts such activities and/or events may apply for, and assign any fees that may be charged to allow such activities and/or events to make use of the parks and recreation areas of Campbell County.

VI. ACTIVITIES AND EVENT APPLICATION PROCESS

Initial/Non-recurring Application Process:

1. All Parties/Groups interested in scheduling organized activities and events in the parks and recreation areas of Campbell County are required to complete a SPECIAL EVENT APPLICATION FORM (Appendix A).
2. Completed application forms are to be submitted to the Campbell County Parks Department; 950 Demory Road; LaFollette, Tennessee 37766. Loudspeakers, public address systems or amplifiers to be operated in association with requested activities and events within the parks and recreation areas of Campbell County shall be included in the application information.
3. The submitted applications received by the Campbell County Parks Department will be

forwarded to the Recreation Committee for review and consideration.

4. The Recreation Committee will initially determine if the event fits the Objective of Community Activities and Events outlined in Section II above.

5. If so, the Recreation Committee makes recommendations of rankings of the applications according to historical precedence, activities and event prioritization (Section VII below), number of park patrons involved in the proposed activities and/or events, and the feasibility of the proposed activities and /or events including the demands placed on the parks and recreation areas.

6. The Recreation Committee may recommend a semi-permanent/recurring status to certain activities and events such that these activities and events receive ongoing priority over other requested activities and events.

7. Upon completion of the review, consideration and action of the Recreation Committee, the County Commission must take action to approve or reject the recommendations of the Recreation Committee. The County Commission is the final approval authority of the activities and events requested to be held in the parks and recreation areas of Campbell County.

Semi-Permanent/Recurring Applicants:

1. Once the County Commission approves the assignment of a semi-permanent/recurring status to certain activities and/or events, a blank SPECIAL EVENT APPLICATION FORM (Appendix A) will be sent to the previous activities and/or events organizers in November to allow the event organizer an opportunity to confirm the continuation of the activities and/or events in the next upcoming year.

2. Completed application forms are to be submitted to the Campbell County Parks Department; 950 Demory Road; LaFollette, Tennessee 37766 by December 15th. Loudspeakers, public address systems or amplifiers to be operated in association with requested activities and events within the parks and recreation areas of Campbell County shall be included in the application information.

3. The submitted applications received by the Campbell County Parks Department will be forwarded to the Recreation Committee for review and consideration.

4. The Recreation Committee makes recommendations of rankings of the applications according to historical precedence, activities and event prioritization (Section VII below), number of park patrons involved in the proposed activities and/or events, and the feasibility of the proposed activities and /or events including the demands placed on the parks and recreation areas.

5. Upon completion of the review, consideration and action of the Recreation Committee, the County Commission must take action to approve or reject the recommendations of the Recreation Committee. The County Commission is the final approval authority of the activities and events requested to be held in the parks and recreation areas of Campbell County.

Special Event Applicants:

1. All Parties/Groups interested in scheduling special activities and/or events are to submit their application in accordance with and will be subject to the procedures and provisions outlined in the section entitled "Initial/Non-recurring Application Process"

above.

2. Special Event Applications should be submitted as soon as possible, preferably 3 months prior to the planned event, and not less than 6 weeks prior to the planned event.
3. The County Commission is the final approval authority of any Special Events to be held in the parks and recreation areas of Campbell County.

VII. ACTIVITIES AND EVENT ALLOCATION PRIORITIZATION

As outlined in the Activities and Event Application Process in Section VI above, the Recreation Committee ranks applications based upon the following criteria:

1. Historical precedence.
2. Activities and event prioritization (see defined order below).
3. Number of park patrons involved in the proposed activities and/or events.
4. The feasibility of the proposed activities and /or events including the demands placed on the parks and recreation areas.

Additionally, the following order of priority is assigned to proposed activities and events for the allocation of parks and recreation areas in Campbell County:

1. Activities and events sponsored by Campbell County.
2. Activities and events sponsored by Community Groups, Non-Profit Organizations, Public Agencies or Commercial Organizations which are assigned a semi-permanent/recurring status by the County Commission.
3. Activities and events sponsored by Community Groups.
4. Activities and events sponsored by Non-Profit Organizations and Public Agencies.
5. Activities and events sponsored by Commercial Organizations of a non-promotional nature that do not charge a fee or generate revenue.
6. Activities and events sponsored by Commercial Organizations located within Campbell County.
7. Activities and events sponsored by Commercial Organizations located outside of Campbell County.

VIII. FACILITIES USAGE FEES

1. All site users contemplated in Section VI above will be required to obtain prior approval by Campbell County in order to reserve exclusive use over any park or recreation area operated by Campbell County, even where fees for such use are not charged.
2. All site users will be required to pay the appropriate fees as established by the Campbell County Commission, as well as any additional expenses incurred to accommodate the event. (See Appendix B)
3. Liability Insurance Coverage is required which names the Event Organizer and Campbell County as additional insured with risk levels set by appointed Risk Management Personnel. (See Appendix C)

IX. ROLE OF THE COUNTY

There are four (4) roles the County may undertake in the development, management, operation and/or support of activities and community events. They are as follows:

1. **Producer:** The County will direct and control all aspects of the event management. In such situation the County Mayor and/or Park Attendants will report directly to the Campbell County Commission all aspects of event operation.
2. **Partner:** The County will enter into a joint venture with a community group, non-profit organization or commercial organization in the development, management, operation and/or support of activities and events. Such events should be mutually beneficial to both groups and allow the County's Community Objective to be met. The County will enter into an agreement with the organization which clearly outlines the exact obligations, responsibilities and restrictions of the partnership.
3. **Assistant:** The County will provide general assistance to promote the County's Community Objective to be met, but will have no responsibility as to the development, management, operation and/or support of activities and events, including but not limited to; any financial obligations/shortfalls relating to the proposed activities and/or events.
4. **Approver:** The County receives and approves an application for the proposed activities and/or events in conformity with the provisions established in Section VI above.

X. COUNTY ASSISTANCE

There are four (4) types of assistance the County may provide. Such assistance types are not necessarily mutually exclusive. These four (4) types of assistance are summarized as follows:

1. Supply and/or install tables, fencing and/or trash receptacles; provide maintenance of restrooms.
2. Preparation of Athletic Fields and Facilities by the Park Attendants, other County Personnel, Volunteers and/or Inmates/Detainees.
3. Authorize Overtime Work to be performed by Park Attendants and/or other County Personnel in association with activities and events.
4. Direct financial support in association with activities and events. It is not the intent of the County to provide direct financial assistance, but if direct financial assistance is approved by the County Commission, such direct financial assistance will be in conformity with the rules and guidelines established by the County Commission to ensure equitable funding criteria for all eligible entities.

Commercial activities and events are not eligible for assistance from the County except for formal joint venture agreements between the County and Commercial Organizations as contemplated in Section IX, Item 2 above. Community groups and/or organizations seeking County assistance should include the following information with their application:

1. Full explanation of the assistance requested from the County including sufficient information to demonstrate requested assistance is in conformity with the types and levels of assistance defined in these Policies & Procedures, and that such requested assistance is in conformity with the rules and guidelines established by the County Commission designed to ensure equitable funding for all eligible entities.
2. Defined method by which the requesting entity intends to acknowledge County assistance, if such assistance is provided.

XI. EVENT MANAGEMENT

It is important that events start and finish at reasonable times and that noise levels do not become a public nuisance.

An Event Manager must be designated by the Event Organizer. The Event Manager will be the prime contact/representative of the Event Organizer in any dealings with the County. Park Attendants are the prime contact/representative of the County relating to activities and events within the parks and recreation areas of Campbell County.

The Event Manager is the person designated by the event organizers as the prime person responsible for the event. The Event Manager **must**:

1. Ensure approval has been obtained by the County Commission in relation to a properly executed Special Event Application Form (Appendix A) prior to booking and/or attempting to locate the planned event within the parks and recreation areas of Campbell County.
2. Ensure that all applicable facilities usage fees have been paid (Appendix B).
3. Determine the approved role of and assistance provided by the County, if any.
4. Coordinate the necessary support to effectively implement the planned activity or event with the appropriate parties, including coordination with the Park Attendant as it relates to the approved role and/or approved assistance to be provided by the County, if any.
5. Ensure that adequate insurance for the event has been obtained, that the County is one of the additionally named insured, and that proof of such insurance has been provided to the County (see Appendix C).
6. Ensure that a Temporary Food Establishment Permit has been obtained from the Campbell County Health Department or other appropriate agency, if food is to be served at the event.
7. Meet with Park Attendants and/or other County Officials at least one month in advance of the event.
8. Physically be on-site during all delivery, set-up and tear-down of equipment associated with the event.
9. Ensure compliance with the established Policies and Procedures for the Parks and Recreation Areas of Campbell County, including following the instructions of the Park Attendant.

XII. EVENT PROGRAMMING/PARKS DEPARTMENT

The County Parks Department/Park Attendants are/will:

1. Responsible for the day-to-day operations of the parks and recreation areas of Campbell County.
2. Empowered to administer the adopted park policies and procedures, including but not limited to; the ejection of members of the general public from the parks and recreation areas who in the opinion of the Park Attendants are disorderly and/or refuse to comply with the approved park policies and procedures.
3. Receive Event Applications and forward same to the Recreation Committee.
4. Keep an up-to-date calendar of events.
5. Mail a blank SPECIAL EVENT APPLICATION FORM (Appendix A) to the previous activities and/or events organizers in November to allow the event organizer an opportunity to confirm the continuation of the activities and/or events in the next

upcoming year for applicants assigned a semi-permanent/recurring status by the County Commission.

6. Serve as the prime contact/representative of the County relating to activities and events within the parks and recreation areas of Campbell County.

7. Organize and oversee all County participation in an activity or an event, including establishing start and completion times for an activity or event in consideration of local ordinances and community and neighborhood concerns.

8. Work closely with other officials and personnel of Campbell County relating to recreational activities and events within the parks and recreational areas of Campbell County.

9. Work closely with the Event Manager to determine the appropriate event location and its content, including coordination with the Event Manager as it relates to the approved role and/or approved assistance to be provided by the County, if any.

10. Receive applications for camping permits and issue camping permits within the designated areas on a first-come-first-serve basis.

11. Maintain all parks and recreational areas, including buildings, grounds and facilities.

12. Notify the County Mayor of any situations that the Park Attendant cannot resolve affecting the operations, activities and/or events within the parks and recreation areas of Campbell County.

If the Park Attendant is concerned for public safety or noise levels during an event, the Parks Attendant shall advise the Event Manager who shall act promptly to ensure that public safety and/or noise levels concerns are promptly addressed. Failure to promptly address the concerns raised by the Park Attendant may result in closure of the event by the Park Attendant.

XIII. COMMERCIAL ENTERPRISES

Commercial enterprises are only permitted in the parks and recreation areas of Campbell County pursuant to one of the following provisions:

1. An approved Commercial Organization activity or event obtained in conformity with the application procedure outlined in Sections VI and VII above.

2. An approved joint venture agreement with a Commercial Organization obtained in conformity with Section IX, Item 2 above.

3. An approved activity or event obtained in conformity with the application procedure outlined in Sections VI and VII which includes a Concession Operator or other Commercial Vendor operating with the approval of the Event Organizer so long as such commercial activity is identified as part of the approved activity or event application. Prior to the activity or event, the Event Manager or Event Organizer is to provide the County with a list of the specific Commercial Vendors anticipated to be on-site for the activity or event so that all necessary Vendor Permits and/or Insurance issues can be resolved. The listing of anticipated Commercial Vendors must be provided at least one month prior to the activity or event.

XIV. TERRITORIAL SCOPE

All resolutions, policies and procedures enacted and/or approved by the Campbell County

Commission relating to the parks and recreation areas of Campbell County shall be effective from and after their passage and shall govern the use thereof by all persons and groups.

XV. INTOXICANTS/ALCOHOLIC BEVERAGES

No person shall be permitted within the parks and recreation of areas of Campbell County under the influence of intoxicating alcohol, drugs or narcotics. Illegal or illicit drugs or intoxicants of any kind are prohibited and violators will be reported to the appropriate authorities and will be prosecuted to the fullest extent of the law. Alcohol is prohibited within the county parks and recreation areas. Public intoxication from any source within the parks and recreation areas is prohibited.

XVI. GROUP USE/MEETINGS/EXHIBITIONS

No person or organization shall call or hold any meetings, or give any concert or public entertainment of any kind, within the parks and recreation areas of Campbell County without first obtaining approval in conformity with the Activities and Event Application Process outlined in Section VI above. Loudspeakers, public address systems or amplifiers to be operated in association with a requested activity, event, group use, meetings or exhibitions within the parks and recreation areas of Campbell County shall be included in the application information. The operation of such devices shall not be operated at such a volume as to become a public nuisance. Portable radios, tape players, compact disc players or musical instrument shall not be played in such a manner as to create a public nuisance.

Public assemblies, meetings, demonstrations, religious activities, the distribution of printed matter, and other public expressions of views conducted under the First Amendment of the Constitution of the United States and the State of Tennessee within the parks and recreation areas of Campbell County are permitted, provided that a written permit has been issued by the County Commission in accordance with the process outlined in Section VI above. To ensure public safety, the protection of park resources, and to avoid assigning the same location and time to two or more activities, the Parks Department will keep a listing of assigned times and dates for all approved scheduled uses of the parks and recreation areas of Campbell County. Such listing shall be provided to the Recreation Committee and the County Commission to allow the County Commission to manage these activities by regulating time, location, number of participants, use of facilities, and number and types of equipment to be used, but not the content or the message.

XVII. PETS

Dogs and cats must be kept on a leash. Animals shall not be permitted to run at large within any County park or recreation area. Pet owners shall be responsible for removing and properly disposing of fecal matter from park property.

XVIII. HORSES/PONIES

No person shall ride, drive, lead or keep a horse, pony or other animal within a County park or recreation area except on such roads, paths, trails or areas and subject to such regulations as the County Commission may specially designate. No horse or pony shall be unbridled or left unattended and shall not be hitched to any tree or shrub in a manner that may cause damage. No person shall ride horseback or ponyback in any park or recreation area after dark or before daybreak. The person by whom a horse or pony is under the control of shall be responsible for removing and properly disposing of fecal matter from park or recreation property. There currently exists no designated horse or pony trails within any County parks or recreation areas. Horse/Pony riding rings may be used during special events and festivals with written approval from the County Commission.

XIX. BUILDINGS/PROPERTY

No person shall mark, soil, deface, or injure in any way, or displace, remove or tamper with any park building, bridge, public restroom and washroom facility, table, bench, fireplace or other cooking facility, railing, paving or paving material, water line or other public utility or parts or appurtenances thereof or equipment thereon, park sign, notice or placard, whether temporary or permanent, monument, stake, post, or other boundary marker, or other structure or equipment, facility or park property or appurtenance whatsoever, either real or personal.

XX. RESTROOMS/WASHROOMS

All persons are expected to cooperate in maintaining restrooms and washroom facilities. No person over the age of six (6) years shall use the restroom and washrooms designated for the opposite sex.

XXI. REFUSE

No person shall leave bottles, broken glass, ashes, waste paper or other rubbish within a County park or recreation area except in trash receptacles provided for this purpose. No glass containers are allowed in any County park or recreation area. No person shall throw or place any dirt, stone, rock debris, foreign substance or rubbish into or upon a County park or recreation area, or in any lake, or river within or bordering upon land of a County park or recreation area. No person shall throw, cast, lay, drop or discharge into or allow to remain in the water of a County park or recreation area or any tributary, brook, stream, storm sewer or drain flowing into said waters any substance, matter or thing which may or shall result in the pollution of said waters.

XXII. NATURAL FEATURES/WILDLIFE

No person shall pick flowers, foliage, berries or fruit, or cut, break, dig up or in any way mutilate or injure any tree, shrub, plant, fern, grass, turf, railing, seat picnic bench, fence, structure or any other object within a County park or recreation area.

No person shall bring into or plant upon a County park or recreation area any tree, shrub or plant, or any branch or portion of a tree, shrub or plant, unless expressly permitted by the County Commission, and only in an area designated by the County Commission.

No person shall dig up or remove any dirt, stone, rock or other substance whatever, make

any excavation, quarry sand or stone, or lay or set off any blast, or cause or assist in doing any of these things within a County park or recreation area.

No person shall remove or cut firewood, regardless of whether the tree or wood is dead, fallen, diseased, or otherwise, from any County park or recreation area. No person shall feed any animal, fish or waterfowl any food or substance at any time in a County park or recreation area with the exception of such food or substance expressly permitted by the County Commission. Groups or persons who wish to improve the park must obtain prior written permission from the County Commission.

XXIII. TUBING/SLEDDING/TOBOGGANING

No person shall engage in the activity of tobogganing or sledding within a County park or recreation area with anything other than an inflatable tube created for such purposes. Tubing within County park or recreation areas shall be permitted only in areas designated for that purpose and in accordance with the rules and regulations promulgated by the County Commission. Tubing is done at the risk of the park user.

XXIV ATHLETIC FIELD RULES, REGULATIONS, & USE POLICIES

Reservations: Leagues or groups may reserve athletic fields for exclusive use between the hours of 8:00 AM and dusk, subject to the following conditions:

Reservations are not accepted during designated maintenance times.

Other park uses may preclude athletic facilities from being available for reservations. Other park uses or reservations will not pre-empt a reserved use once a reservation is approved.

Approved reservations may be canceled by the Parks Attendants due to inclement weather or special maintenance projects. If a reserved use is canceled, a full refund of fees and deposits will be made if the event cannot reasonably be rescheduled.

Use Of Athletic Fields: The Park Attendants may regulate or prohibit activities which are deemed to be a hazardous nature to groups or individuals or which endanger property.

Golf: Golf equipment is not permitted.

Model Airplanes, Fireworks, and Rockets: Use of motorized toys, including model airplanes and use of fireworks or rockets is not permitted without a Facility Permit.

Pet and Animals: Dogs, horses or other domestic animals are not permitted on athletic fields

Glass: Glass containers are not permitted.

Bicycles and Motor Vehicles: Use of bicycles, wheeled toys and motor vehicles, including motor cycles, automobiles or go-carts is not permitted.

Special Events and Unique Use: Use of athletic facilities for sports such as archery, volleyball or other atypical uses are subject to special conditions as specified by the Facility Permit. Use of facilities for fairs, carnivals or activities with booth set ups will not be allowed if field conditions will be damaged or altered by such use, or if safety of participants and general public is compromised.

Field Preparation and Equipment: The reserving group must do all field preparation, including line marking and diamond grooming (beyond normal grading). The Park Attendants must approve special equipment used in field preparation in advance. Field markings, lining and field preparation, use of signs,

portable goals and recreation equipment, driving of stakes, creating holes or removing soil or turf in preparation for field use, or other activity that will alter existing field conditions are subject to approval by Park Attendants.

Athletic Fields Maintenance: The Park Attendants maintains fields by mowing, watering, fertilizing and reconditioning as needed.

ATHLETIC FIELD RULES, REGULATIONS AND USE POLICY

Baseball/Softball Fields: Softball diamonds are equipped with arch backstops, permanent home plate and pitching rubber. The Park Attendants must approve use of portable fencing in advance.

Soccer Fields: Portable goals may be checked out when available. The reserving group must provide all other equipment.

Alcoholic Beverages: The use of alcoholic beverages is not permitted.

Smoking: Smoking and use of tobacco products are prohibited in Campbell County Parks Athletic Fields.

Athletic Field Equipment and Storage: There are limited storage facilities for athletic equipment, field preparation equipment, and maintenance supplies for community groups who are continuous users. Storage facilities are to be cleaned out at the end of each season. All athletic equipment remaining at a County park or recreation area at the end of a season will become Campbell County property and will be available to the general public and will be limited to private groups or individuals. Organizations may also contribute equipment for public use.

Season Agreements: Certain groups and organizations are eligible to enter into Season Agreements for continuing field use provided the following criteria are met:

Groups must be non-profit athletic leagues or teams with a home base in Campbell County

Insurance: Groups must provide their own insurance and must furnish a certificate of general liability and property damage insurance in an amount of not less than One Million Dollars (\$1,000,000.00) per incident. Such insurance shall name Campbell County as an additional insured, be primary coverage, and indemnify Campbell County and its officials, employees and agents against any and all losses including, but not limited to, attorney's fees and legal costs which Campbell County may suffer by reason of this use of the premises.

Fees: Fees must be paid _____ days prior to requested use.

Groups are responsible for assuring that their participants and spectators observe all park rules and regulations. Groups not complying with all park rules and regulations may lose their season agreement privileges.

Groups must not discriminate against qualified persons with disabilities and must comply with the Americans With Disabilities Act (ADA). Groups must make reasonable accommodations if requested.

Groups which are comprised predominantly of participants less than twenty (20) years of age must be chaperoned at a ratio of one adult (over 21) to twenty (20) minors.

Clean-Up: Responsibility for general set-up and clean up of premises shall be that of the Permittee. Grounds shall be left free of debris and other refuse pertaining to the permittees use. Trash and recyclables must be placed in appropriate containers.

Parking: Groups are not guaranteed parking. Parking must be in designated parking areas only. Parking is not allowed in fire lanes, drive ways, on turf or alongside curbs.

Tournaments: If tournaments are held outside the season agreement, an additional reservation is required. Tournaments with teams outside your own league will be subject to a special event fee.

Relinquishing time slot: If a season agreement holder relinquishes its time slot the Parks Department may schedule another user. The Parks Department office must be notified in writing at least two-weeks prior to relinquishment in order to receive credit. Cancellations with more than 14 days notice may be charged a permit processing fee of \$_____ or _____% of the permit fee, whichever is less. Cancellations of less than 14 days receive no refund of fees.

Changes to the Permit: Any changes to the Permit must be made in writing by the permittee or designee only. Once the Permit is approved, then date changes are subject to a \$50.00 change of date fee. No changes will be made with less than three days notice.

Closure: The fields close in mid-November for the winter. Use beyond that time must have prior written approval of the Parks Department. The fields open, weather and field conditions permitting, approximately mid-March.

Damage done to the facilities: If the facility is marred or defaced by intention or the act of negligence of the user, permittee, employee or employees, patron, guest, or any other person using the facility such user, permittee, or person will pay to Campbell County, on demand, such sums as the Park Attendants shall determine to be necessary to restore the facility or such equipment to its condition prior to such damage. Any deposit may be retained by Campbell County to cover part or all of the cost of repairing damaged facilities and/or equipment. Additional repair and clean-up services required of Park Attendants are charged at current hourly Park Attendants rate.

I have carefully read, considered and agree to the conditions of the Athletic Field Rules, Regulations and Use Policy.

_____ Date _____
Permittee Facilities Representative

_____ Date _____

Baseball Tournaments

- A. May be conducted by "bona-fide" non-profit groups/organizations only.
- B. Special provisions for the erection of tents, trailers, or extra ordinary equipment must have the approval of the Parks Attendants.
- C. The field rental fee entitles the group exclusive use of the field for the specified amount of time and initial field preparation by Park Department staff. A tournament representative must contact the CCLYMP Park Attendants at 423-592-4438 one week prior to tournament to confirm field

use and grooming plans. Parks Department staff will groom fields in the morning. Tournament organizers are responsible for further grooming. All methods of grooming, especially on wet fields, must be pre-approved by the Park Attendants.

Park Contact Information:

Campbell County Lonas Young Memorial Park
950 Demory Road, LaFollette, Tennessee 37766
Phone: 423-592-4438

Campbell County Mayor
Post Office Box 453
570 Main Street, Suite 15A
Jacksboro, Tennessee 37757
Telephone No. (423) 562-2526

XXV. BATHING/SWIMMING

No person shall swim, bathe or wade in any water designated as a "No Swimming" area. Bathing and swimming is done at the risk of the park user. Swimming activities shall comply with such regulations as to the hours of the day and safety limitations or such use as set by the County Commission. Areas where swimming is permitted will be designated by official signs and marking "No lifeguard on duty swim at your own risk."

All persons shall be so covered with a bathing suit so as to prevent any indecent exposure of the person. No person shall dress or undress on any beach. No person shall fail to abide by the instructions of any Park Attendants pertaining to safety, the playing of games or other waterfront activities and other rules and regulations. No person shall bring glass containers to any beach or waterfront area.

XXVI. FIRES

No person shall light, build or maintain a fire within a County park or recreation area, except in picnic grills or fireplaces provided, maintained or designated for such purposes or except in association with camping activities. All fires lit, built or maintained in association with camping activities shall be done so in accordance with all applicable campfire safety regulations promulgated by the State of Tennessee and/or Tennessee Valley Authority (TVA). Picnic grills and fireplaces shall contain only charcoal fires.

XXVII. FIREWORKS

No individual person or persons shall possess, discharge or set off within a Campbell County park or recreation area any firecrackers, rockets or other fireworks. Public displays of fireworks as part of a special event or festival are permitted only with the express written permission of the County Mayor or County Commission. The sponsoring entity must provide all necessary proof of insurance required by the Campbell County Mayors Office and County Commission a minimum of thirty days prior to the event and provide emergency response units and fire protection units on site as required by the County Commission.

XXVIII. HUNTING/FISHING/TRAPPING

No person shall discharge any weapon or firearms within or onto a Campbell County park or recreation area. No person shall bring or be in possession of any pistol or revolver or firearms or objects upon which can be loaded or in which blank cartridges can be used, nor shall any person be in possession of any shotgun, rifle, fowling piece, air gun, spring gun, paintball, slingshot, bow or any other instrument weapon in which the propelling force is a spring or air excepting the lawful uses of such at places and times approved by the County Mayor or County Commission, and only with the prior written approval of the County Mayor or County Commission.

No person shall hunt, take, chase, trap, capture, hold, remove, injure or kill any animal, (other than fish) or reptile or bird, or disturb its habitat within the Campbell County park or recreation area except on portions of the Campbell County park or recreation area which may be open to fishing.

No person shall engage in fishing of any type within fifty (50) feet of any beach or specifically designated swimming area. No person engaging in fishing shall cause or allow their fishing lines to come or drift into a designated swimming area. The use of portions of the Campbell County park or recreation area open to fishing is subject to Campbell County park or recreation area Fishing Rules and Regulations (Appendix D) and all applicable Tennessee Fish and Game laws, rules and regulations.

XXIX. PICNICKING

No person shall picnic or lunch in a place other than those designated for that purpose. Park Attendants shall have the authority to regulate the activities in such areas when necessary to prevent congestion and to secure the maximum use for the comfort and convenience of all. All persons shall comply with any directions given by Park Attendants to achieve this end.

No person shall leave a picnic area before a fire is completely extinguished and before all trash and refuse is placed in the disposal receptacles where provided. If no such trash receptacles are available then refuse and trash shall be carried away from the park area by the picnicker to be properly disposed of elsewhere.

XXX. CAMPING

Any person desiring to camp in the parks and recreation areas of Campbell County shall obtain a Camping Permit from the Park Attendants. Camping locations shall be on a first-come-first-serve basis. Camping shall be allowed in tents, or other tent like structures. No shacks or other temporary shelter for the purpose of overnight camping, campers, and motorized camper trailers shall be erected on County Park or recreation property. No person shall stay overnight in a County Park or recreation area except in designated camping areas.

XXXI. GAMES/ACTIVITIES/MODEL AIRPLANES/MODEL BOATS

No person shall take part in or abet the playing of games involving thrown or otherwise

propelled objects such as balls, stones, arrows, javelins, model airplanes or model boats except in areas designated for such purposes. The playing of rough or comparatively dangerous games such as football, baseball, and soccer is prohibited except on recreation areas designated for such purposes. Designated leagues or organizations for athletic and other activities must use designated fields and courts. Park Attendants shall maintain scheduling for all sporting events on each designated field or courts. Leagues or athletic sports organizations must schedule all sporting events with Park Attendants. Campbell County sponsored events will have priority rights in the event that there is a scheduling conflict. Any scheduling conflicts will be resolved at the sole discretion of the County Mayor or County Commission.

XXXII. SMOKING

Pursuant to the Clean Indoor Air Act, smoking is prohibited within the confines of any enclosed building or structure.

XXXIII. RESTRICTED USE AND AREAS

No person shall enter upon any portion of a County park or recreation area where persons are prohibited from going as indicated by sign or notice. Nor shall any person participate in an activity that is prohibited. No person shall bring into any County park or recreation area, use or operate any rides such as motorized or mechanical carnival rides except by permission of the County Mayor or County Commission. The use of certain forced air rides or other apparatus such as dunk tanks, bounce houses, inflatable slides, pony rides, for group use are strictly prohibited without written permission from the County Mayor or County Commission. All vendors must have proof of a minimum of \$1,000,000.00 dollars liability insurance prior to any events or festivals. No person shall throw, cast, catch, kick or strike any baseball, football or basketball or any other object within a County Park or recreation area except in areas designated and posted for this purpose by the Commissioners.

No person shall solicit alms or contributions for any purpose in any County park or recreation area without written permission by the County Commission. All fund raising events must be approved by the County Commission.

Fishing is permitted in the controlled access areas of the park during normal park hours as posted.

XXXIV. COMMERCIAL USES

No person shall engage in any commercial enterprise including, but not limited to, the offering of services, soliciting, selling or peddling liquids or edibles for human consumption or distribute circulars or hawk, peddle or vend any goods, wares or merchandise within a County park or recreation area except as provided by special permission of the County Mayor or County Commission.

No person shall cut, carve, paint, mark, paste or fasten on any tree, fence, wall, building, monument or other object within a County park or recreation area any bill, advertisement

or inscription, nor shall any person distribute, cast, throw or place any handbill, pamphlet, circular, advertisement or notice of kind within a County park or recreation area except by special permission of the Campbell County Commission.

No person shall tell fortunes, play at games of chance or use any gambling device within a County park or recreation area except as provided by special permission of the Campbell County Commission.

XXXV. VEHICLES/PARKING

All provisions of the Tennessee state vehicle and traffic laws with regard to equipment, lights, licenses, brakes, operation, etc., will apply in the county parks and recreation areas and will be strictly enforced, with also such further restrictions as may be herein stated.

No person shall use any portion of a County park or recreation area for purpose of way except drives, parking areas, roadways, paths, walks and trails established for such purposes, and footpaths or walks established for pedestrian travel shall not be used for vehicular or off-road vehicular travel. The use of mopeds or motorized vehicles will be limited to roadways, drives and parking areas as established and opened to all other vehicular traffic. No person shall drive or propel, or cause to be driven or propelled, along or over any road within a County park or recreation area any vehicle at a rate of speed greater than fifteen (15) miles per hour or the speed limits as established by the County Commission. Whenever a Park Attendant shall indicate or direct by gesture or otherwise that the speed of a vehicle shall be checked or stopped, or its course altered, the driver thereof shall immediately obey such directions. No person shall drive or propel, or cause to be driven or propelled, along or over any road, parkway, drive or parking area within a County park or recreation area any motor vehicle in a careless manner. No person shall park or store any automobile, motorcycle, bicycle, wagon or other vehicle within a County park or recreation area except in areas designated and posted for such purposes. Parking areas and thoroughfares are limited to use by park patrons only and for the purposes of driving to park a vehicle. No person shall enter any part of a County park or recreation area or park roads with a commercial vehicle or a vehicle with a gross weight in excess of 5 tons except in the service of, or by permission, of the Campbell County Commission or the Campbell County Highway Superintendent. No person shall use park drives or parkways within a County park or recreation area for the purpose of demonstrating any vehicle, or for the purpose of instructing another to drive or operate any vehicle, or for learning to drive or operate any vehicle. No person shall attempt to stop or signal any vehicle for the purpose of soliciting a ride from the driver of such vehicles. The cleaning, waxing or repairing of vehicles is not permitted within a County park or recreation area. No person shall cause or permit a vehicle in tow to enter a County park or recreation area or proceed therein except in the case of a breakdown or disabled vehicle, in which case the vehicle may be towed to the nearest exit, nor shall any person operate or drive vehicles containing any person or object projecting or hanging outside of, clinging to or beyond the side or rear of said vehicle. Nothing contained in these rules and regulations shall apply to the vehicles, trucks and apparatus of a fire department, law enforcement agency or ambulance, or to emergency vehicles when responding for emergency work in case of fire, accident, public disaster, impending danger or

emergency.

During events and/or festivals no boats or boat trailers are to be left on park property except for short periods. Upcoming events and/or festivals will be posted at least one (1) week in advance to prevent conflicted use. Park Attendants and/or the County Mayor have authority to enforce this as he/she deems necessary. Park Attendants and/or the County Mayor have the authority to make or cause any boats be moved at any time in the event such boat is causing congestion problems or inconvenience to other park users.

XXXVI. ALL-TERRAIN VEHICLES/OFF-ROAD MOTORIZED RECREATIONAL VEHICLES

The use of all-terrain vehicles and all other off-road motorized recreational vehicles is prohibited in all County parks and recreation areas except in the case of all-terrain vehicles or off-road motorized vehicles or apparatus of a fire department, law enforcement agencies, ambulance, or emergency vehicles of the parks department.

XXXVII. DISORDERLY PERSONS

No person or groups of persons shall engage in such conduct as will create a threat or disturb to the peace and order of the public.

- A. Nor shall any person or group of persons engage in such conduct which shall disturb a person of ordinary sensibilities.
- B. Nor shall any person or group of persons engage in such conduct which obstructs free passage of pedestrians at, in or near any building, parking lot or vehicle or the free passage of vehicles at, in or near any building, parking lot or vehicles.
- C. Nor shall any person or group of persons engage in such conduct which obstructs the free passage of persons at or near any walkway or pathway.
- D. Nor shall any person or group of persons engage in such conduct which will obstruct, molest or interfere with any person lawfully in or enjoying the park.

Where there is conduct in violation of any of these rules and regulations, there should be a refusal of the persons engaged in such conduct to obey direction by a Park Attendant before a citation under these rules and regulations is to be issued. No person shall interfere with or resist any Park Attendant in the discharge of his/her duty, or fail or refuse to obey any lawful directive. No person shall falsely represent or impersonate or pretend to be a Park Attendant.

No person shall remain within a County park or recreation area who does not abide by these rules and regulations and no person shall remain within a County park or recreation area who does not abide by the instructions and directions of a Park Attendant to leave a County park or recreation area and any such person shall do so promptly and peaceably. No person shall harass, obstruct, molest, assault or interfere with any person lawfully within a County park or recreation area or resist, obstruct, molest, assault or interfere with any Park Attendant.

No person shall use threatening, abusive, boisterous, insulting or indecent language or gesture within a County park or recreation area, nor shall any harangue, public demonstration or any nuisance be made. No person shall possess any weapon or object capable of lethal use or of inflicting serious bodily injury within a County park or recreation area.

No person shall appear in a County park or recreation area in a state of intoxication or drunkenness. No person shall appear in a County park or recreation area in a state of nudity or commit, perform or engage in lewd, lascivious, obscene, illicit, carnal or indecent acts or behavior, and no person shall make any indecent exposure of his or her person.

XXXVIII. HOURS OF OPERATION

OPENING HOURS: All parks will open at 8:00 AM (daylight) unless otherwise specified or designated by signs.

CLOSING HOURS: All parks will close at dusk unless otherwise specified or designated by signs except when and where specific closing hours are otherwise designated. No person shall, without permission from the County Commission, enter into, remain in or allow their vehicle to remain within a County park or recreation area except during the hours the park or recreation area is open to the general public.

XXXIX. PENALTIES

Violations. Citations for violations of these rules and regulations shall be heard in the General Sessions Court for Campbell County, Tennessee. Any person found guilty of violating the provisions of these rules and regulations shall be fined fifty dollars (\$50.00) per violation plus court costs as provided by law.

Restitution, reparation, services to the Parks Department. Any person convicted of a violation of these rules and regulations shall be subject to the provisions of Tennessee state law to making of full restitution and reparation for any and all losses and/or damages.

Parents or legal guardians. Parents or legal guardians of minors shall be liable to Campbell County for damages or destruction caused in County parks or recreation areas by such minors.

Damages to park property. In the addition to any penalties prescribed herein, any person causing damage to park property, real or personal, shall be liable to Campbell County for such damage in a civil action as otherwise provided by Tennessee law generally.

XL. PROMULGATION AND DISTRIBUTION OF ADDITIONAL RULES AND REGULATIONS

The Campbell County Commission and/or County Mayor are authorized to promulgate additional rules and regulations concerning the activities described in this document; such further rules and regulations as may be necessary to effectuate or implement the provisions of these rules and regulations. All rules and regulations promulgated by the County Mayor must be approved by the County Commission within ninety (90) days of the making thereof. Reasonable efforts shall be made to reproduce, post, make available, distribute and publicize all rules and regulations hereunder.

XLI. LEGISLATIVE ACTION

The Campbell County Mayor is delegated authority by the Campbell County Commission to set forth required fees for specific facilities and recreational areas. Individuals or groups using such facilities or recreation areas must be in possession of the appropriate permit. A permit to do any act shall authorize the holder to do so only in strict accordance to the terms and conditions stated. Any violation by the holder or their agents or employees of the terms and conditions shall constitute grounds for revocation of the permit by either the County Mayor or the Park Attendants or whose action is deemed final. In a case where a permit is revoked, all monies paid for or on account for the permit shall, at the option of the County Mayor, be forfeited and retained. The holder of a permit, including its agents or employees, who violate the terms and conditions hereof, shall be jointly and severally liable to Campbell County for all the damages or losses suffered by it in excess of the money forfeited and retained, but neither such forfeiture and retention by Campbell County of the whole or any part of monies nor the recovery or collection for such damages or both shall in any manner relieve the holder or their agents or employees from liability or appropriate sanctions for any violation of any provision of any of these Campbell County rules and regulations.

XLII. COMPLIANCE WITH STATE AND FEDERAL LAWS, RULES AND REGULATIONS

In addition to the rules and regulations set forth herein, all operations and activities in the county parks and recreation areas shall comply with all applicable present and future state and federal laws, rules and regulations, and in the event of any conflict between any applicable rule or regulation set forth herein with any applicable state or federal law, rule or regulation, then such applicable state or federal law, rule or regulation shall be controlling.

XLIII. ENFORCEMENT GUIDELINES

For the following guidelines for priority of procedures for enforcement of these rules and regulations are recommended; provided, however, that such decisions are within the sole discretion of either the county mayor and/or park attendants:

- 1) Request to cease the noncompliant conduct; and
- 2) Warning that failure to comply will result in a directive to leave the park premises; and
- 3) Suspension of park use for a specified period of time; and
- 4) Citation to court for violation and fine for violation; and
- 5) Permanent suspension of park use; and/or
- 6) A combination of two or more of the above.

XLIV. FINES FOR VIOLATIONS

The violations of each of the rules and regulations established by this Ordinance shall be a maximum of fifty (\$50.00) dollars plus court costs with each instance being a separate violation.

XLV. STATUTORY AUTHORITY

The statutory authority for these rules and regulations exists primarily in Tennessee Code Annotated Sections 5-1-118, 5-1-121, 5-1-123, 6-2-201 (7), 6-2-201 (8), 6-2-201 (18), 6-2-201 (26), 6-2-201 (28), and 11-24-101 et seq.

TABLE 1

Campbell County Parks Planned Activities and Events List

Baseball
Softball
Soccer
Fourth of July Fireworks
Pirates Festival
Time Travelers Car Show
Campbell County Fishing Derby
Children's Fishing Derby
Polar Bear Swim

**APPENDIX A
SPECIAL EVENT USE APPLICATION FORM**

Today's Date: _____ Date(s) Requested: _____

Time: _____ to _____
(List times for each day of event)

Park Requested: _____

Shelter/Area Requested: _____

(Include map if necessary)

INFORMATION ABOUT YOUR GROUP

Name of Applicant Organization or Individual:

Mailing Address:

Telephone # (Day) _____ (Evening) _____

(Fax) _____ (Email) _____

Name of Event Manager (Contact Person, **please list 2**):

Address of Contact Person:

Telephone # (Day) _____ (Evening) _____

(Emergency) _____ (Email) _____

Name of Contact Person

Address of Contact Person:

Telephone # (Day) _____ (Evening) _____

(Emergency) _____ (Email) _____

INFORMATION ABOUT YOUR INTENDED USE OF COUNTY FACILITIES

Event Name:

Event Purpose & Description:

Proposed Events/Entertainment/Activities:

Expected size of Audience: _____ Residents (#): _____

Non-Residents (#): _____

Admission Fee Charged?: YES/NO If Yes, Amount \$ _____

Proposed Use of Proceeds from Event (craft sales, concessions, admissions, etc.):

Will Beverages/Food be served? (please specify):

Will Any Assistance be requested from Campbell County workforce? If so, please give detailed description of Assistance requested:

Please list *ALL* Vendors being used for Event:

***** AT LEAST ONE ORGANIZATION REPRESENTATIVE MUST BE PRESENT ON-SITE *****
FOR ANY DELIVERY, SET-UP OR REMOVAL OF EQUIPMENT FORM MUST BE FILLED OUT COMPLETELY AND IN DETAIL

Revised 04/18/2011

APPENDIX B

RENTAL FEES & SHELTER INSTRUCTIONS

Shelter use fee of \$25.00 will be charged for all scheduled pavilion use events.

Music must not interfere with other picnickers (this includes bands). Grills are not provided on every shelter. It is recommended to call the Park ahead or send someone out to take a look at the shelter to see if a grill is available at that particular shelter. Application for reservations for a picnic area or shelter can be made at the Park and Recreation Office, 950 Demory Road, LaFollette, Tennessee. County resident groups or county business affiliated events will have the opportunity to reserve park shelters/areas on a first-come, first-served basis. Unreserved pavilion, tennis court, or basketball court users will have a two hour maximum use time in the event that there are other park users waiting.

REVISED 04/18/2011

APPENDIX C

Requirements for Single Day Facility Usage

Indemnification and Hold Harmless Clause

Any contract, prior to signature, must include a clause/section wherein “*defense, indemnity and hold harmless*” provisions in form and content reviewed and approved by the County Attorney are included in protecting the County’s interest. The County Attorney does not prepare any such contracts and only reviews such contracts. It is the responsibility of the contractor of Licensee, at their own expenses to prepare all such contracts. Such clause acceptable to Campbell County would be the following:

“The Contractor or Licensee agrees to defend and indemnify Campbell County, their officers, agents and employees, and shall hold them harmless from any and all risks of every kind, nature and description resulting from or arising out of the work and/or service performed by the Contractor or Licensee, or its sub contractor or Licensee, under this contract; provided, however, that Contractor or Licensee shall not be required to indemnify the County with respect to such risks to the extent caused by the negligence or intentional misconduct of the County or the County’s contractors or licensees, over whom Contractor or Licensee has no authority or control. **The Contractor or Licensee by agreeing to defend Campbell County as set forth above, agrees that if Campbell County receives a claim, complaint, or is sued under this contract pertaining to their work, acts or services, then this Contractor or Licensee agrees to pay all attorney fees and expenses of such attorney, together with all court costs and other related expenses, and the selection of such attorney shall be the choice of Campbell County.**”

Insurance and Certificate Requirements

Each and every contract, must meet minimum insurance specifications in order to protect the County’s interest and/or as evidence of compliance with Tennessee State law.

GENERAL REQUIREMENTS: Before the start and setup through the entire duration of the event, including teardown, the licensee shall furnish evidence such as a Certificate of Insurance, acceptable to Campbell County, Tennessee, and that it has procured and will maintain, at its own expense, insurance in the kinds and amounts hereinafter specified. Campbell County is defined as Campbell County, its agents, officers and employees. A Certificate of Insurance acceptable to Campbell County must meet the following requirements:

- List the type of insurance coverages and acceptable limits, as required by Campbell County.
- Name the certificate holder as Campbell County, P.O. Box 435, Jacksboro, TN 37757
- Name Campbell County, its agents, officers, and employees (without reference to a specific department) as an additional insured on each Certificate of Insurance for all liability policies. This can be provided in the caption or in the comments section of the certificate.
- Each required certificate of insurance, and each endorsement, must be signed by a licensed registered agent, or in the event of self-insurance, by an authorized signatory.
- In the event of any material alteration or cancellation of any insurance coverage, thirty (30) days written notice shall be given to the Campbell County Mayor and Campbell County Commission, whose addresses are Campbell County Mayor, Post Office Box 435, Jacksboro, Tennessee 37757, and Campbell County Commission, Post Office Box 142, 570 Main Street, Suit 110, Jacksboro, Tennessee 37757.
- Insurance carriers must be duly registered to conduct business in the State of Tennessee.
- The Certificate of Insurance shall be submitted to the Campbell County Mayor for compliance review, approval and retention at least thirty (30) days prior to the start and set up of the event.

SPECIFIC INSURANCE REQUIREMENTS: The following are the minimum insurance types, documentation and limits acceptable to Campbell County:

INSURANCE COVERAGES, DOCUMENTS AND MINIMUM LIMITS

For

Single Day Facility Usage

Coverage and Documents Limits

A. General Liability (GL) \$1,000,000 Each Occurrence \$2,000,000.00 General Aggregate

B. *If this event provides a fireworks display, amusement rides and/or other outside amusement activities:* General Liability for Bodily Injury \$5,000,000.00 Each Occurrence and Property Damage \$5,000,000.00 General Aggregate

E. *If Licensee has employees:*

1. Workers' Compensation and Statutory Limits Employers Liability
2. Disability Benefits Statutory Limits

Campbell co/white bridge park policy

REVISED 04/18/2011