



City of White House

Parks, Recreation & Cultural Arts

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Kevin Whittaker
Director

Linda Brooks
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Steven Russell
Park Maintenance Supervisor

MEMORANDUM

Date: February 5, 2026

To: Board of Mayor and Aldermen
Gerald Herman, City Administrator

From: Kevin Whittaker, Director of Parks and Recreation

Re: Leisure Service Board Code Revisions

I felt it was time to do another review of the Leisure Service Board code to see if any updates were necessary. After review, we came up with 6 changes that we felt were necessary. As a result, the Parks and Recreation Department would like to propose that these revisions be made to the Leisure Service Board Code.

Please refer to the corresponding document for full details and explanations for the proposed changes. All changes have been reviewed and unanimously approved by the Leisure Services Board. I am recommending approval.

Thank You

ORDINANCE 26-01

AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE, AMENDING THE MUNICIPAL CODE TITLE 2 CHAPTER 1 LEISURE SERVICES BOARD SECTIONS 2-102, 2-105, AND 2-108.

WHEREAS, The Leisure Services Board approved at their January 6, 2026, Board meeting to adopt and recommend to the Board of Mayor and Alderman the proposed changes;

WHEREAS, the Parks and Recreation Director and the City Administrator concur with the Leisure Services Board to amend the Chapter;

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen that the White House Municipal Code Title 2, Chapter 1 Leisure Services Board, Sections 2-102 and 2-105 be amended from the Municipal Code as follows:

TITLE 2: BOARDS AND COMMISSIONS, ETC.
CHAPTER 1: LEISURE SERVICES BOARD
SECTION: 2-102. Powers and duties of the board.

***Amends are made in bold, italics, and underlined text.**

2-102. **Powers and duties of the board.** (1) The board is to act as a recommending body in the development of a leisure system within the City of White House. The board under the direction of the board of mayor and aldermen will recommend properties to be developed as parks, theaters, community centers, etc. and will make recommendations for planning new sites which will be selected.

(2) The board shall be an advisory body responsible for providing guidelines and direction in meeting the cultural, artistic, athletic/fitness, historic, tourism and natural resource needs of the City of White House.

(3) The board is to advise the leisure services department in connection with the artistic and cultural development of White House.

(4) This board shall also establish the needs for the community so that an ongoing program may be maintained in accordance with a long range plan to be developed by the board, subject to final review and approval of the planning commission and the board of mayor and aldermen. This board shall establish the goals, policies and procedures for a recreation program for residents of the city.

(5) Duties of officers. (a) Chairman. The chairman shall preside at all meetings of the board and shall call special meetings of the board. The chairman shall vote on all matters coming before the board.

(b) Vice-chairman. The vice-chairman should preside over any meeting in which the chairman is not present.

(c) Secretary. The director of leisure services shall act as secretary of the board. The secretary is responsible for preparing the agenda and minutes of all meetings. **The secretary has no voting authority.**

TITLE 2: BOARDS AND COMMISSIONS, ETC.
CHAPTER 1: LEISURE SERVICES BOARD
SECTION: 2-105. Rules and regulations.
SUBSECTION: 3 Unlawful activities. (h) Recreational activities. (ii) Availability.

***Amends are made in bold, italics, and underlined text.**

(ii) Availability. Violate the regulation that use of the individual ~~fireplaces~~ **grills** together with tables and benches follows generally the rule of "first come, first serve" unless otherwise reserved.

TITLE 2: BOARDS AND COMMISSIONS, ETC.
CHAPTER 1: LEISURE SERVICES BOARD
SECTION: 2-105. Rules and regulations.
SUBSECTION: 4 Certain behavior declared unlawful. (c) Domestic Animals.

***Amends are made in bold, italics, and underlined text.**

(c) Domestic animals. Have been responsible for the entry of a dog or other domestic animal into areas other than automobile parking concourses and walks immediately adjacent thereto, and in such other areas as may be clearly marked by signs bearing the words "Domestic Animals Permitted in this Area". Nothing herein shall be construed as permitting the running of dogs at large. All dogs in those areas where such animals permitted shall be restrained at all times on adequate leashes not greater than five (5) feet in length. Any pet found at large may be seized. Dogs under owner/agent supervision are permitted to run at large inside fenced area city-owned dog parks. **The exception is for service animals that are required due to disability and trained for that disability.**

TITLE 2: BOARDS AND COMMISSIONS, ETC.
CHAPTER 1: LEISURE SERVICES BOARD
SECTION: 2-105. Rules and regulations.
SUBSECTION: 4 Certain behavior declared unlawful. (n) Smoking or vaping.

***Amends are made in bold, italics, and underlined text.**

(n) Smoking or vaping. Smoking or vaping of any kind within ~~the designated no-smoking areas shall be prohibited areas where children are present, including but not limited to playgrounds, aquatic areas, and sports fields, is prohibited.~~

TITLE 2: BOARDS AND COMMISSIONS, ETC.
CHAPTER 1: LEISURE SERVICES BOARD
SECTION: 2-105. Rules and regulations.
SUBSECTION: 5 Merchandising, advertising and signs.

***Amends are made in bold, italics, and underlined text.**

(5) Merchandising, advertising and signs. (a) Vending and peddling. ~~Expose to offer for sale any article or thing, nor shall they station or place any stand, cart or vehicle for the transportation, sale or display of any such article or thing. Exception is here made to regularly licensed concessionaire acting by and under the authority and regulation of the director, and those conducting activities under a permit where such permit permits the sale of articles or things. The exception under the permit shall only be granted to those activities which are charitable in purpose.~~

No person shall expose, offer for sale, or sell any article, service, or merchandise within any city park or facility, nor place or operate any stand, cart, or vehicle for such purpose, except as provided herein.

Licensed Concessionaires. Vendors holding a concession license that is part of a contract issued by the City of White House e.g. Soccer Concessions, etc.

Special Event Permittees. Vendors operating pursuant to a special event permit approved by the Parks and Recreation Department. Permits may be granted to:

(i) Charitable or nonprofit organizations conducting fundraising or community service events.

(ii) Vendors associated with city-sponsored or community events where vending enhances public participation, safety, or enjoyment (e.g., festivals, tournaments, concerts).

Permit standards. The Parks and Recreation Director shall establish written standards for vending permits to ensure consistency, transparency, and alignment with community interests.

Prohibited vending. All vending and peddling not specifically authorized under this section is prohibited.

TITLE 2: BOARDS AND COMMISSIONS, ETC.
CHAPTER 1: LEISURE SERVICES BOARD
SECTION: 2-108. Code of conduct.
SUBSECTION: 2 Procedures/appeals.

(2) Procedures/appeals. (a) When an incident occurs at any White House Parks and Recreation facility, White House Parks and Recreation officials have the authority to institute immediate suspensions. White House Parks and Recreation officials will direct the offending individual(s) to leave the facility. If the offending individual(s) refuses to leave the premises, the White House Police Department will be contacted immediately to enforce the ruling.

(i) Officials. Officials shall include but not be limited to referees, umpires, White House Parks and Recreation staff, co-sponsored organization representatives designated by the White House Parks and Recreation Department, and school administrators.

(b) All suspensions, ejections, and violations of the code of conduct must be received by the White House Parks and Recreation Department, in writing, from an official present at the incident by the following business day. All submissions will be reviewed by the White House Parks and Recreation Department to determine if a violation of the code of conduct has occurred.

(c) An attempt will be made to contact individual(s) removed from the facility in this manner by registered letter stating the violation of policy and the penalty in effect. The individual(s) will then have seven (7) days from receipt of the letter to respond to White House Parks and Recreation with a written appeal.

(d) If a written appeal is received, an investigation will be conducted and White House Parks and Recreation will render a final decision within ten (10) working days from receipt of the appeal.

(e) During the investigation, the individual(s) will be suspended from all White House Parks and Recreation activities/events/facilities. Individual(s) requesting the appeal may be asked to appear before an appeal review committee led by the White House Parks and Recreation Director. The decision of the ~~director~~ committee will be final.

This ordinance shall become effective upon its final reading and adoption by the Board of Mayor and Aldermen, and publication, the public welfare requiring it.

First Reading: February 19, 2026 Passed

Second Reading: March 19, 2026

John Corbitt, Mayor

ATTEST:

Derek Watson, City Recorder