

TITLE 20**MISCELLANEOUS****CHAPTER**

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CHAPTER 1**DEPARTMENT OF PARKS AND RECREATION****SECTION**

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20-101. Department of parks and recreation created. Pursuant to Tennessee Code Annotated, §§ 11-24-101--11-24-110 there is hereby created the Department of Parks and Recreation for the City of Rockwood, which shall be governed by a commission appointed by the governing body of the City of Rockwood. (1970 Code, § 1-1201)

20-102. Members - terms - vacancies - removal. The parks and recreation commission shall consist of five members appointed by the governing body to serve for terms of five (5) years or until their successors are appointed, except that the members of the commission first appointed shall be appointed for such terms that the term of one (1) member shall expire annually thereafter. The members of the commission shall be compensated \$50.00 per month for their services. The commission shall have the following representation: One (1) from the Rockwood City Council and four (4) resident citizens of the Rockwood Planning Region of which three (3) must reside within the corporate limits of the City of Rockwood. Vacancies in the commission shall be filled only for the unexpired term and shall maintain the stated representation and such appointments shall be filled by the governing body. The term of the city council representative shall not exceed the term of his elected office.

The commission shall give the governing body written notice of vacancies within ten (10) days after the next regular meeting of the commission following the death, resignation, or removal of a commission member.

A commission member may be removed by a majority vote of the governing body, upon the recommendation of the commission. A commission member may be removed from office for willful misconduct, incompetency, or failure to execute the charges of his office for a period not less than four (4) nor longer than six (6) months. At no time shall a member of the commission be removed without first being given six (6) weeks' written notice stating the charges against him by the commission at the direction of the governing body and after he has been given the opportunity for a public hearing before the governing body. (1970 Code, § 1-1202)

20-103. Duties of the commission. (1) The parks and recreation commission shall establish, operate, equip, maintain, improve, determine the size and recommend the location of parks, playgrounds and recreational areas and facilities for the City of Rockwood, as hereinafter provided.

(2) The commission shall elect from its membership the following specified officers and any other officers as may be required:

- (a) Chairman.
- (b) Secretary.

Any member of the commission shall be eligible to hold office except that the city council representative shall not be eligible to hold the office of chairman. The term of office of chairman shall not be more than four years.

(3) The commission shall keep adequate and accurate records of all its findings, proceedings, and transactions. Such records shall be open and available for public inspection at all reasonable times. A copy or the original of all records shall be filed at the Rockwood City Hall. The commission may adopt such rules and regulations as are necessary for the operation of all parks and recreational facilities in its charge.

(4) The commission is hereby authorized to collect for the City of Rockwood fees and charges for use of facilities. Such collections shall be submitted to the city's financial officer. The commission shall keep an accurate record of all collections. The commission shall further submit to the City of Rockwood an annual budget which shall include an itemized estimate of operational costs, capital costs, and anticipated revenues to be generated by the commission. All authorized expenditures within budget limits shall be paid by the City of Rockwood.

(5) The commission may cooperate with other agencies in carrying out its program and, with the approval of the Rockwood City Council, may enter into agreements with the state and federal governments or with the park and recreation commission or other corresponding body of other counties or municipalities for the joint establishment and financing of parks, recreation areas or supervised recreational programs.

(6) The commission may enter into contracts with private persons or agencies, individually or jointly, for the leasing of concession privileges within the parks or recreation areas operated by said commission and such contracts shall set forth the standards to be observed by the lessee regarding the construction, appearance, maintenance, and operation of all facilities. All rentals and fees accruing from such contracts shall be paid into the general funds of the City of Rockwood to the account of the park and recreation commission.

(7) The commission shall recommend to the city council the employment of trained recreation leaders, recreational area directors, supervisors, superintendents or such other employees as it may deem necessary for the proper management and conduct of the work, and it may contract with other agencies for such services as it may require. The commission may adopt such rules and regulations as are necessary for the operation of the parks as it may be authorized and directed by the city council.

(8) Rockwood through its park and recreation commission may apply to the state department of conservation and other state and federal agencies for advice and consultation pertaining to the planning, acquisition, establishment, development, maintenance, operation, and enlargement of park and recreation areas, systems, facilities, and programs. (1970 Code, § 1-1203)

20-104. Internal treasurer authorized. An internal treasurer is authorized for the department. The treasurer shall receive funds and disburse same for the department on an internal basis. These funds are to be separate and apart from the duly authorized budget for the department as adopted by city council, and shall not be a part of the parks and recreation department budget, as set forth by the council. The treasurer shall furnish monthly reports to the council. (1970 Code, § 1-1204)

20-105. Skateboard park regulations. 1. Definitions. For the purposes of this section words or phrases are defined as follows:

a. "Skateboard park" shall mean the portion of the municipal tennis court complex abutting south Gateway Avenue which has been set aside and dedicated for use by persons using rollerblades, skateboards and similar devices as defined hereinafter.

b. "Skateboard and rollerblade" shall mean skateboard, rollerblade, in-line skate, roller skate and any other similar device approved by the recreation department for use in the Rockwood Skateboard Park.

2. Regulations. It shall be unlawful for any person within the skateboard park to:

a. Ride, operate, or use any device other than rollerblades or a skateboard;

b. Ride, operate, or use rollerblades or a skateboard unless that person is wearing a helmet designed for use with rollerblades or a skateboard and is in good repair at all times during use;

c. Place or utilize additional obstacles or other materials (including, but not limited to ramps or jumps) that are not specifically authorized by the director of recreation;

d. Ride, operate, or use rollerblades, bicycles, or a skateboard before or after the posted hours of operation;

e. Use or consume alcohol, tobacco products, or illegal drugs;

f. Use or possess glass containers, bottles or other breakable glass products;

g. Fail to obey any other rule or regulation posted on or near the facility by order of the director of recreation.

3. Director of recreation to post regulations. The director of recreation shall post on or near all entrances to the Rockwood Skateboard Park a sign or signs that clearly summarize the regulations set forth in this section, and any other rules or regulations that the director of recreation deems reasonably necessary for the safe operation of the facility. The sign or signs to be posted shall include the following language:

a. Eviction. Any person found to be in violation of this chapter and section or a regulation duly posted on the sign required by § 20-105 shall be subject to eviction from the skateboard park.

b. Penalty. The privilege of any person to use the Rockwood Skateboard Park is expressly conditioned upon compliance by that person with the provisions of this section. A violation of any provision of this section shall be deemed an infraction punishable by a fine and/or temporary or permanent eviction from the facility. (as added by Ord. #06-1091)

CHAPTER 2

FAIR HOUSING REGULATIONS

SECTION

- 20-201. Policy.
- 20-202. Definitions.
- 20-203. Unlawful practice.
- 20-204. Discrimination in the sale or rental of housing.
- 20-205. Discrimination in the financing of housing.
- 20-206. Discrimination in the provision of brokerage services.
- 20-207. Exemption.
- 20-208. Administration.
- 20-209. Education and conciliation.
- 20-210. Enforcement.
- 20-211. Investigations; subpoenas; giving of evidence.
- 20-212. Enforcement by private persons.

20-201. Policy. It is the policy of the City of Rockwood to provide, within constitutional limitations, for fair housing throughout the community. (1970 Code, § 4-701)

20-202. Definitions. (1) "Dwelling" means any building, structure or portion thereof which is occupied as, or designed or intended for occupancy as a residence by one or more families, and any vacant land which is offered for sale or lease for the construction or location thereon of any such building, structure, or portion thereof.

(2) "Family" includes a single individual.

(3) "Person" includes one or more individuals, corporation, partnerships, associations, labor organizations, legal representatives, mutual companies, joint-stock companies, trusts, unincorporated organizations, trustees, trustees in bankruptcy, receivers, and judiciaries.

(4) "To rent" includes to lease, to sublease, to let and otherwise to grant for a consideration the right to occupy premises owned by the occupant.

(5) "Discriminatory housing practice" means an act that is unlawful under §§ 20-204, 20-205 or 20-206. (1970 Code, § 4-702)

20-203. Unlawful practice. Subject to the provisions of subsection (2) and § 20-207, the prohibitions against discrimination in the sale or rental of housing set forth in § 20-204 shall apply to:

(1) All dwellings except as exempted by subsection (2).

(2) Nothing in § 20-204 shall apply to:

(a) Any single-house sold or rented by an owner: Provided that such private individual owner does not own more than three such

single-family houses at any one time: Provided further that in the case of the sale of any such single-house by a private individual owner not residing in such house at the time of such sale or who was not the most recent resident of such house prior to such sale, the exemption granted by this subsection shall apply only with respect to one such sale within any twenty-four month period: Provided further that such bona fide private individual owner does not own any interest in, nor is there owned or reserved on his behalf under any express or voluntary agreement, title to or any right to all or a portion of the proceeds from the sale or rental of, more than three such single-family houses at any one time: Provided further that the sale or rental of any such single-family house shall be excepted from the application of this title if such house is sold or rented:

(i) Without the use in any manner of the sale or rental facilities or the sales or rental services of any real estate broker, agent, or salesman, or of such facilities or services of any person in the business of selling or renting dwellings, or of any employee or agent of any such broker, agent, salesman, or person and

(ii) Without the publication, posting or mailing, after notice of any advertisement or written notice in violation of § 20-204(3) of this chapter, but nothing in this proviso shall prohibit the use of attorneys, escrow agents, abstractors, title companies, and other such professional assistance as necessary to perfect or transfer the title, or

(b) Rooms or units in dwellings containing living quarters occupied or intended to be occupied by no more than four families living independently of each other, if the owner actually maintains and occupies one of such living quarters as his residence.

(3) For the purposes of subsection (2), a person shall be deemed to be in the business of selling or renting dwellings if:

(a) he has, within the preceding twelve months, participated as principal in three or more transactions involving the sale or rental of any dwelling or any interest therein, or

(b) he has, within the preceding twelve months, participated as agent, other than in the sale of his own personal residence in providing sales or rental facilities or sales or rental service in two or more transactions involving the sale or rental of any dwelling or any interest therein, or

(c) he is the owner of any dwelling designated or intended for occupancy by, or occupied by, five or more families. (1970 Code, § 4-703)

20-204. Discrimination in the sale or rental of housing. As made applicable by § 20-203 and except as exempted by §§ 20-203(2) and 20-207, it shall be unlawful:

(1) To refuse to sell or rent after the making of a bona fide offer, or to refuse to negotiate for the sale or rental of, or otherwise make unavailable or deny, a dwelling to any person because of race, color, religion, sex, national origin, familial status or handicap.

(2) To discriminate against any person in the terms, conditions or privileges of sale or rental of a dwelling or in the provision of services or facilities in connection therewith, because of race, color, religion, sex, national origin, familial status or handicap.

(3) To make, print, or publish, or cause to be made, printed, or published any notice, statement, or advertisement, with respect to the sale or rental of a dwelling that indicates any preference, limitation, or discrimination based on race, color, religion, sex, national origin, familial status or handicap, or an intention to make any such preference, limitation, or discrimination.

(4) To represent to any person because of race, color, religion, sex, national origin, familial status or handicap that any dwelling is not available for inspection, sale, or rental when such dwelling is in fact so available.

(5) For profit, to induce any person to sell or rent any dwelling by representations regarding the entry or prospective entry into the neighborhood of a person or persons of a particular race, color, religion, sex, national origin, familial status or handicap. (1970 Code, § 4-704)

20-205. Discrimination in the financing of housing. It shall be unlawful for any bank, building and loan association, insurance company or other corporation, association, firm or enterprise whose business consists in whole or in part in the making of commercial real estate loans, to deny a loan or other financial assistance to a person applying therefore for the purpose of purchasing, constructing, improving, repairing, or maintaining a dwelling, to discriminate against him in the fixing of the amount, interest, duration, or other terms or conditions of such loan or other financial assistance, because of the race, color, religion, sex, national origin, familial status or handicap of such person or of any person associated with him in connection with such loan or other financial assistance or the purposes of such loan or other financial assistance, or of the present or prospective owners, lessees, tenants, or occupants of the dwelling or dwellings in relation to which such loan or other financial assistance is to be made or given; Provided, that nothing contained in this section shall impair the scope or effectiveness of the exception contained in § 20-203(2). (1970 Code, § 4-705)

20-206. Discrimination in the provision of brokerage services. It shall be unlawful to deny any person access to or membership or participation in any multiple listing service, real estate brokers organization or other service, organization, or facility relating to the business of selling or renting dwellings, or to discriminate against him the terms of conditions of such access,

membership, or participation, on account of race, color, religion, sex, national origin, familial status or handicap. (1970 Code, § 4-706)

20-207. Exemption. Nothing in this chapter shall prohibit a religious organization, association, or society, or any non-profit institution or organization operated, supervised or controlled by or in conjunction with a religious organization, association, or society, from limiting the sale, rental or occupancy of dwelling which it owns or operates for other than a commercial purpose to persons of the same religion, or from giving preference to such persons, unless membership in such religion is restricted on account of race, color, sex, national origin, familial status or handicap. Nor shall anything in this chapter prohibit a private club not in fact open to the public, which as an incident to its primary purpose or purposes provides lodgings which it owns or operates for other than a commercial purpose, from limiting the rental or occupancy of such lodging to its members or from giving preference to its members. (1970 Code, § 4-707)

20-208. Administration. (1) The authority and responsibility for administering this act shall be in the Mayor of the City of Rockwood.

(2) The mayor may delegate any of these function, duties, and powers to employees of the community or to boards of such employees, including functions, duties, and powers with respect to investigating, conciliating, hearing, determining, ordering, certifying, reporting or otherwise acting as to any work, business, or matter under this chapter. The mayor shall be rule prescribe such rights of appeal from the decisions of his hearing examiners to other hearing examiners or to other officers in the community, to boards of officers or to himself, as shall be appropriate and accordance with law.

(3) All executive departments and agencies shall administer their programs and activities relating to housing and urban development in a manner affirmatively to further the purposes of this chapter and shall cooperate with the mayor to further such purposes. (1970 Code, § 4-708)

20-209. Education and conciliation. Immediately after the enactment of this chapter, the mayor shall commence such educational and conciliatory activities as will further the purposes of this chapter. He shall call conferences of persons in the housing industry and other interested parties to acquaint them with the provisions of this chapter and his suggested means of implementing it, and shall endeavor with their advise to work out programs of voluntary compliance and of enforcement. (1970 Code, § 4-709)

20-210. Enforcement. (1) Any person who claims to have been injured by discriminatory housing practice or who believes that he will be irrevocable injured by a discriminatory housing practice that is about to occur (hereafter "person aggrieved") may file a complaint with the mayor. Complaints shall be in writing and shall contain such information and be in such form as the mayor

requires. Upon receipt of such a complaint, the mayor shall furnish a copy of the same to the person or persons who allegedly committed or is about to commit the alleged discriminatory housing practice. Within thirty days after receiving a complaint, or within thirty days after the expiration of any period of reference under subsection (3), the mayor shall investigate the complaint and give notice in writing to the person aggrieved whether he intends to resolve it. If mayor decides to resolve the complaints, he shall proceed to try to eliminate or correct the alleged discriminatory housing practice by information methods of conference, conciliation, and persuasion. Nothing said or done in the course of such informal endeavors may be made public or used as evidence in a subsequent proceeding under this chapter without the written consent of the persons concerned. Any employee of the mayor who shall make public any information in violation of this provision shall be deemed guilty of a misdemeanor and upon conviction thereof shall be fined not more than \$1,000 or imprisoned not more than one year.

(2) A complaint under subsection (1) shall be filed within one hundred and eighty days after the alleged discriminatory housing practice occurred. Complaints shall be in writing and shall state the facts upon which the allegations of a discriminatory housing practice are based. Complaints may be reasonably and fairly amended at any time. A respondent may file an answer to the complaint against him and with the leave of the mayor, which shall be granted whenever it would be reasonable and fair to do so, may amend his answer at any time. Both complaints and answers shall be verified.

(3) If within thirty days after a complaint is filed with the mayor, the mayor has been unable to obtain voluntary compliance with this chapter, the person aggrieved may, within thirty days thereafter, file a complaint with the Secretary of the Department of Housing and Urban Development. The mayor will assist in this filing.

(4) If the mayor has been unable to obtain voluntary compliance with thirty days of the complaint, the person aggrieved may, within thirty days hereafter commence a civil action in any appropriate court, against the respondent named in the complaint, to enforce the rights granted or protected by this chapter, insofar as such rights relate to the subject of the complaint. If the court finds that a discriminatory housing practice has occurred or is about to occur, the court may enjoin the respondent from engaging in such practice or order such affirmative action as may be appropriate.

(5) In any proceeding brought pursuant to this section, the burden of proof shall be on the complaint.

(6) Whenever an action filed by an individual shall come to trial, the mayor shall immediately terminate all efforts to obtain voluntary compliance. (1970 Code, § 4-710)

20-211. Investigations; subpoenas; giving of evidence. (1) In conducting an investigation, the mayor shall have access at all reasonable times

to premises, records, documents, individuals, and other evidence or possible sources of evidence and may examine, record, and copy such materials and take and record the testimony or statements of such persons as are reasonably necessary for the furtherance of the investigation: Provided, however, that the mayor first complies with the provisions of the Fourth Amendment relating to unreasonable searches and seizures. The mayor may issue subpoenas to compel his access to or the production of such materials, or the appearance of such persons, and may issue interrogatories to a respondent, to the same extent and subject to the same limitations as would apply if the subpoenas or interrogatories were issued or served in aid of a civil action in the United States district court of the district in which the investigation is taking place. The mayor may administer oaths.

(2) Upon written application to the mayor, a respondent shall be entitled to the issuance of a reasonable number of subpoenas by and in the name of the mayor to the same extent and subject to the same limitations as subpoenas issued by the mayor himself. Subpoenas issued at the request of a respondent shall show on their face the name and address of such respondent and shall state that they were issued at his request.

(3) Witnesses summoned by subpoena of the mayor shall be entitled to the same witness and mileage fees as are witnesses in proceedings in United States district courts. Fees payable to the witness summoned by a subpoena issued at the request of a respondent shall be paid by him.

(4) Within five days after service of a subpoena upon any person, such person may petition the mayor to revoke or modify the subpoena. The mayor shall grant the petition if he finds that the subpoena requires appearance or attendance at an unreasonable time or place, that it requires production of evidence which does not relate to any matter under investigation, that it does not describe with sufficient particularity the evidence to be produced, that compliance would be unduly onerous, or for other good reason.

(5) In case of contumacy or refusal to obey a subpoena, the mayor or other person at whose request it was issued may petition for its enforcement in the municipal or state court for the district in which the person to whom the subpoena was addressed resides, was served, or transacts business.

(6) Any person who willfully fails or neglects to attend and testify or to answer any lawful inquiry or to produce records, documents, or other evidence, if in his power to do so, in obedience to the subpoena or lawful order of the mayor shall be fined not more than \$1,000 or imprisoned not more than one year, or both. Any person who, with intent thereby to mislead the mayor, shall make or cause to be made any false entry or statement of fact in any report, account, record, or other document submitted to the mayor pursuant to his subpoena or other order, or shall willfully neglect or fail to make or cause to be made full, true, and correct entries in such reports, accounts, records, or other documents, or shall willfully mutilate, alter, or by any other means falsify

any documentary evidence shall be fined not more than \$1,000 or imprisoned not more than one year, or both.

(7) The city attorney shall conduct litigation in which the mayor participates as a party or as amicus pursuant to this chapter. (1970 Code, § 4-711)

20-212. Enforcement by private persons. (1) The rights granted by §§ 20-203, 20-204, 20-205, and 20-206 may be enforced by civil actions in state or local courts of general jurisdiction. A civil action shall be commenced within one hundred and eighty days after the alleged discriminatory housing practice occurred. Provided, however, that the court shall continue such civil case brought to this section or § 20-210(4) from time to time before bringing it to trial or renting dwellings; or

(2) Any person because he is or has been, or in order to intimidate such person or any other person or any class of persons from:

(a) Participating, without discrimination on account of race, color, religion or national origin, in any of the activities, services, organizations or facilities; or

(b) Affording another person or class of persons opportunity or protection so to participate, or

(3) Any citizen because he is or has been, or in order to discourage such citizen or any other citizen from lawfully aiding or encouraging other persons to participate, without discrimination on account of race, color, religion or national origin, in any of the activities, services, organizations or facilities, or participating lawfully in speech or peaceful assembly opposing any denial of the opportunity to so participate shall be fined not more than \$1,000, or imprisoned not more than one year, or both; and, if bodily injury results, shall be fined not more than \$10,000, or imprisoned not more than ten years, or both; and, if death results, shall be subject to imprisonment for any term of years or for life. (1970 Code, § 4-712)

CHAPTER 3**THE ROCKWOOD MUNICIPAL AIRPORT****SECTION**

- 20-301. Unauthorized vehicles.
- 20-302. Loitering.
- 20-303. Exceptions.
- 20-304. Other trespasses.

20-301. Unauthorized vehicles. It shall be unlawful for any person to drive, propel, or stop any vehicle of any kind or character (other than a duly licensed aircraft operating under license or authority of the Federal Aviation Agency and/or the Tennessee Aeronautics Commission) at the Rockwood Municipal Airport on any portion of the paved aircraft runway now extending across the property a length of approximately 4,400 feet and a width of 100 feet or on any portion of the graded and grass sown air strip extending 150 feet on either side of said paved runway, or on any portion of the paved aircraft taxiway extending from said runway to the paved aircraft parking area or ramp lying at the southwest end of said runway and in a westerly direction therefrom, or on any portion of said paved aircraft parking area or ramp. (1970 Code, § 12-401)

20-302. Loitering. It shall be unlawful for any person to walk upon or over or to loiter about any of the area or portions of said airport set forth in § 20-301. (1970 Code, § 12-402)

20-303. Exceptions. None of the foregoing provisions in this chapter shall apply to or prohibit the use of any of the areas or portions of said airport set forth in § 20-301 by the following:

(1) Vehicles or personnel (either employees or officials) of the City of Rockwood, the State of Tennessee, and/or the United States of America in the discharge of official duties incident to the construction, operation, and management of the airport.

(2) Vehicles or personnel of duly authorized contractors or agents of said City of Rockwood while engaged in the performance of necessary construction, maintenance and development of the airport.

(3) Vehicles or personnel of any airline or air carrier duly certificated by state or federal authorities to use the airport for the operation of aircraft.

(4) Ambulances, wreckers, and/or fire fighting equipment and the personnel operating the same in case of any accident, casualty or emergency occurring or impending within any of the areas as set forth hereinabove. (1970 Code, § 12-403)

20-304. Other trespasses. It shall be unlawful for any person to make any use of, or to trespass upon or loiter about any portion of the lands owned by the City of Rockwood and comprising the airport property, in violation of the terms of any sign or warning conspicuously posted and erected by the duly authorized officials of the city, or in violation of the directions or instructions of any officer or employee of the city having police powers at the time of such directions or instructions. (1970 Code, § 12-404)

CHAPTER 4

PUBLIC RECORDS POLICY

SECTION

20-401. Definitions.

20-402. Requesting access to public records.

20-403. Responding to public records requests.

20-404. Inspection of records.

20-405. Copies of records.

20-406. Fees and charges and procedures for billing and payment.

20-401. Definitions. (1) "Records custodian." The office, official or employee lawfully responsible for the direct custody and care of a public record (see Tennessee Code Annotated, § 10-7-503(a)(1)(C)). The records custodian is not necessarily the-original preparer or receiver of the record.

(2) "Public records." All documents, papers, letters, maps, books, photographs, microfilms, electronic data processing files and output, films, sound recordings, or other material, regardless of physical form or characteristics, made or received pursuant to law or ordinance or in connection with the transaction of official business by any governmental agency (see Tennessee Code Annotated, § 10-7-503(a)(1)(A)).

(3) "Public records request coordinator." The individual, or individuals, designated in § 20-403(1)(c) of this policy who has, or have, the responsibility to ensure public record requests are routed to the appropriate records custodian and are fulfilled in accordance with the TPRA (see Tennessee Code Annotated, § 10-7-503(a)(1)(B)). The public records request coordinator may also be a records custodian.

(4) "Requester." A person seeking access to a public record, whether it is for inspection or duplication. (1970 Code, § 1-1701, as replaced by Ord. #11-75, Aug. 2013 and Ord. #12-37, April 2017)

20-402. Requesting access to public records. (1) Public record requests shall be made to the Public Records Request Coordinator ("PRRC") or his/her designee in order to ensure public record requests are routed to the appropriate records custodian and fulfilled in a timely manner.

(2) Requests for inspection only cannot be required to be made in writing. The PRRC will request a mailing or email address from the requestor for providing any written communication required under the TPRA.

(3) Requests for inspection may be made orally or in writing on Form A at Rockwood City Hall, 110 N. Chamberlain Ave., Rockwood Tennessee 37854 by phone at 865-354-0611.

(4) Requests for copies, or requests for inspection and copies, shall be made in writing on Form A¹ in person or by mail at Rockwood City Hall, 110 N. Chamberlain Avenue, Rockwood, Tennessee 37854.

(5) Proof of Tennessee citizenship by presentation of a valid Tennessee driver's license or alternative acceptable form of ID is required as a condition to inspect or receive copies of public records. (as added by Ord. #12-37, April 2017)

20-403. Responding to public records requests. (1) Public record request coordinator. (a) The PRRC shall review public record requests and make an initial determination of the following:

(i) If the requestor provided evidence of Tennessee citizenship;

(ii) If the records requested are described with sufficient specificity to identify them; and

(iii) If City of Rockwood is the custodian of the records.

(b) The PRRC shall acknowledge receipt of the request and take any of the following appropriate action(s):

(i) Advise the requestor of this policy and the elections made regarding:

(A) Proof of Tennessee citizenship;

(B) Forms(s) required for copies;

(C) Fees and labor threshold and waivers, if applicable; and

(D) Aggregation of multiple or frequent requests.

(ii) If appropriate, deny the request in writing, providing the appropriate ground such as one (1) of the following:

(A) The requestor is not, or has not presented evidence of being, a Tennessee citizen;

(B) The request lacks specificity;

(C) An exemption makes the record not subject to disclosure under the TPRA;

(D) The City of Rockwood is not the custodian of the requested records; or

(E) The records do not exist.

(iii) If appropriate, contact the requestor to see if the request can be narrowed.

(iv) Forward the records request to the appropriate records custodian in the City of Rockwood.

(c) The designated PRRC(s) is(are):

(i) Name or title: The Rockwood City Recorder.

¹Form A may be found in the office of the recorder.

(ii) Contact information: Rockwood City Hall, 110 N. Chamberlain Ave., Rockwood, Tennessee 37854 or by phone at 865-354-0611.

(2) Records custodian. (a) Upon receiving a public records request, a records custodian shall promptly make requested public records available in accordance with Tennessee Code Annotated, § 10-7-503. If the records custodian is uncertain that an applicable exemption applies, the custodian may consult with the PRRC, counsel, or the OORC.

(b) If not practicable to promptly provide requested records because additional time is necessary to determine whether the requested records exist; to search for, retrieve, or otherwise gain access to records; to determine whether the records are open; to redact records; or for other similar reasons, then a records custodian shall, within seven (7) business days from the records custodian's receipt of the request, send the requestor a completed Public Records Request Response Form which is attached as Form B,¹ based on the form developed by the OORC .

(c) If a records custodian denies a public record request, he or she shall deny the request in writing as provided in § 20-403(1)(b)(ii) and may use the Public Records Request Response Form B.

(d) If a records custodian reasonably determines production of records should be segmented because the records request is for a large volume of records, or additional time is necessary to prepare the records for access, the records custodian shall use the Public Records Request Response Form B to notify the requestor that production of the records will be in segments and that a records production schedule will be provided as expeditiously as practicable. If appropriate, the records custodian should contact the requestor to see if the request can be narrowed.

(e) If a records custodian discovers records responsive to a records request were omitted, the records custodian should contact the requestor concerning the omission and produce the records as quickly as practicable.

(3) Redaction. (a) If a record contains confidential information or information that is not open for public inspection, the records custodian shall prepare a redacted copy prior to providing access. If questions arise concerning redaction, the records custodian should coordinate with counsel or other appropriate parties regarding review and redaction of records. The records custodian and the PRRC may also consult with the OORC.

(b) Whenever a redacted record is provided, a records custodian should provide the requestor with the basis for redaction. The basis given

¹Form B may be found in the recorder's office.

for redaction shall be general in nature and not disclose confidential information. (as added by Ord. #12-37, April 2017)

20-404. Inspection of records. (1) There shall be no charge for inspection of public records.

(2) The location for inspection of records within the offices of the City of Rockwood shall be determined by either the PRRC or the records custodian.

(3) When a reasonable basis exists, the PRRC or a records custodian may require an appointment for inspection. (as added by Ord. #12-37, April 2017)

20-405. Copies of records. (1) A records custodian shall promptly respond to a public record request for copies in the most economic and efficient manner practicable.

(2) Copies will be available for pickup at Rockwood City Hall.

(3) Upon payment for postage, copies will be delivered to the requestor's home address by the United States Postal Service.

(4) A requestor will not be allowed to make copies of records with personal equipment. Requestors may purchase storage devices from the city upon which the records will be downloaded. (as added by Ord. #12-37, April 2017)

20-406. Fees and charges and procedures for billing and payment. Fees and charges for copies of public records should not be used to hinder access to public records.

(1) Records custodians shall provide requestors with an itemized estimate of the charges prior to producing copies of records and may require pre-payment of such charges before producing requested records.

(2) Fees and charges for copies are as follows:

(a) \$0.15 per page for letter- and legal-size black and white copies.

(b) \$0.50 per page for letter- and legal-size color copies.

(c) The actual cost of any other medium upon which a record/information is being produced.

(d) Labor when time exceeds one (1) hour.

(e) If an outside vendor is used, the actual costs assessed by the vendor.

(3) Payment is to be made in cash, by personal check, or by credit card payable to the City of Rockwood and presented to the city recorder or city clerk.

(4) Payment in advance will be required when fees and charges for copies exceed fifteen dollars (\$15.00).

(5) Aggregation of frequent and multiple requests:

(a) The City or Rockwood will aggregate record requests in accordance with the Frequent and Multiple Request Policy promulgated by the OORC when more than (4) requests are received within a calendar month (either from a single individual or a group of individuals deemed working in concert).

(b) If more than four (4) requests are received within a calendar month:

(i) Records requests will be aggregated at the entity level.

(ii) The PRRC is responsible for making the determination that a group of individuals are working in concert. The PRRC or the records custodian will inform the individuals that they have been deemed to be working in concert and that they have the right to appeal the decision to the OORC.

(iii) Requests for items that are routinely released and readily accessible are exempt from this policy. These records include, but are not limited to: meeting agendas and approved minutes. (as added by Ord. #12-37, April 2017)

CHAPTER 5

CERTIFIED MAIL

SECTION

20-501. Certified mail.

20-501. Certified mail. Certified mail may be used instead of registered mail whenever any provision of the Rockwood Municipal Code or any ordinance adopted by the Rockwood City Council requires a notice to be given by registered mail. (as added by Ord. #12-05, April 2015)

CHAPTER 6

SOCIAL MEDIA POLICY

SECTION

- 20-601. Purpose.
- 20-602. Policy statement.
- 20-603. Background.
- 20-604. Definitions.
- 20-605. Policy.
- 20-606. Violations.

20-601. Purpose. The purpose is to provide guidance to employees, supervisors and management of the City of Rockwood, and the various departments thereof, to clarify the boundaries between appropriate and inappropriate use of social media and to provide guidelines on the management, administration, and oversight. This policy will collectively refer to employees, supervisors and management, both full-time and part-time, as "employees." This policy addresses social media in general terms as technology will outpace the ability to discover emerging technology and create policies governing its use. The inappropriate use of social media may lead to actual harm and disruption to the city in terms of the public's perception of the organization as willing to render services to them.

This policy endorses the secure use of social media to enhance communication, collaboration, and information exchange, streamline processes and foster productivity. This policy establishes the city's position on the utility and management of social media and provides guidance on its management, administration and oversight. (as added by Ord. #12-72, Oct. 2020 *Ch4_06-20-22*)

20-602. Policy statement. Engaging in social media and social networking activities is a form of speech. Nothing in these rules is intended to unlawfully restrict an employee's right to discuss, as a private citizen, matters of public concern, nor engage in concerted activity with co-workers. Employees have an affirmative obligation to avoid being perceived as a spokesperson for the City of Rockwood, or for any specific department thereof, except a department head or a department head's designate, is considered the spokesperson for that particular department.

Social media provides new and potentially valuable means of assisting the City of Rockwood and its departments in meeting community outreach, problem-solving, and performing governmental duties and functions. This policy identifies potential uses that may be explored or expanded upon as deemed reasonable by administrative and supervisory personnel. The personal use of social media can have a bearing on city employees in their official capacity. As

such, this policy provides information of a precautionary nature as well as prohibitions on the use of social media. (as added by Ord. #12-72, Oct. 2020 *Ch4_06-20-22*)

20-603. Background. Facebook, Twitter, Instagram, and other social media outlets and systems are available and used by many people, including employees, and the city itself. Social media provides a valuable means of assisting the city in meeting community education, community information, fire prevention, crime prevention, investigation, and other related organizational and community objectives. This policy identifies possible uses that may be evaluated and used as deemed necessary by the city and departmental administrators. (as added by Ord. #12-72, Oct. 2020 *Ch4_06-20-22*)

20-604. Definitions. (1) Blog: A self-published diary or commentary on a particular topic that may allow visitors to post responses, reactions, or comments.

(2) Harassment: Is the systematic and/or continued unwelcome actions of one (1) party or group intended to demean, threaten, intimidate, or alarm another party or group.

(3) Hate speech: Is speech that attacks a person or group on the basis of attributes including race, ethnic origin, national origin, skin color, gender (including status as pregnant or nursing), religion, disability, age, or sexual orientation, indicating a level of intolerance or hostility that is incompatible with a commitment to serve all members of the community.

(4) Page: Is the specific portion of a social media website where content is displayed and managed by an individual or individuals with administrator rights.

(5) Post: Content an individual shares on a social media site or the act of publishing content on a site.

(6) Profile: Information that a user provides about himself or herself on a social networking site.

(7) Social media: A category of Internet-based resources that enable the user to generate content and encourage other user participation. This includes, but is not limited to, social networking sites: Facebook, Instagram, Twitter, YouTube, Wikipedia, blogs microblogging sites, photo- and video-sharing sites, wikis, blogs, news sites and other sites (there are many social media sites and this is only a representative list).

(8) Social networks: Online platforms where users can create profiles, share information, and socialize with others using a range of technologies.

(9) Speech: Expression or communication of thoughts or opinions in spoken words, in writing, by expressive conduct, symbolism, photographs, videotape, or any related forms of communication.

(10) Spokesperson for the city: An employee who makes a statement: on behalf of the city of any department thereof; in his/her capacity as an employee

of the city; or in such a way that it may reasonably be attributed to the city as opposed to making the statement as a private citizen.

(11) Web 2.0: The second generation of the World Wide Web focused on shareable, user-generated content, rather than static web pages. Some use this term interchangeably with social media.

(12) Wiki: Web page(s) that can be edited collaboratively. (as added by Ord. #12-72, Oct. 2020 *Ch4_06-20-22*)

20-605. Policy. (1) Strategic policy. (a) Determine strategy.

(i) Each social media page shall include an introductory statement that clearly specifies the purpose and scope of the city's presence on the website.

(ii) Social media page(s) shall link to or reference the city's or department's official city website.

(iii) Social media page(s) shall be designed for the target audience(s) such as the community, civic leadership, employees, or potential recruits.

(b) Procedures.

(i) All departmental social media sites or pages shall be approved by the department head and shall be administered by the department head or his/her designee. All city social media sites or pages not specific to one (1) department shall be approved by the city administrator and shall be administered by the city administrator or his/her designee.

(ii) Social media pages shall clearly indicate they are maintained by the city or a department thereof, and shall have the city or department logo and contact information prominently displayed.

(iii) Social media content shall adhere to applicable laws, regulations, and policies, including all information technology and records management policies of the city.

(iv) Social media content is subject to open public records laws.

(v) Relevant records retention schedules apply to social media content.

(vi) Content must be managed, stored, and retrieved to comply with open records laws, e-discovery laws and policies.

(vii) Social media pages should state that the opinions expressed by visitors to the page(s) do not reflect the opinions of the department.

(viii) Social media pages shall clearly indicate that posted comments will be monitored and that the city and its departments reserve the right to remove obscenities, off-topic comments, and personal attacks.

(ix) Social media pages shall clearly indicate that any content posted or submitted for posting is subject to public disclosure.

(2) City-sanctioned use. Employees representing the city or any of its departments on social media outlets shall comply with the following:

(a) The use of city-owned computers by employees to access social media is prohibited without authorization.

(b) Shall conduct themselves at all times as representatives of the city and shall adhere to all city and departmental standards of conduct, and observe conventionally accepted protocols and proper decorum.

(c) Shall identify themselves as an employee of the city and department for which the employee works.

(d) Shall not post, transmit, or otherwise disseminate confidential information, including photographs or videos, related to training, responses, activities, or work-related assignments without express written permission from the appropriate supervisor or department head.

(e) Shall not make statements about the guilt or innocence of any criminal suspect or arrestee, or comments concerning pending prosecutions.

(f) Shall never post photos of EMS patients treated by the fire department.

(g) Shall not conduct political activities or private business.

(h) Shall not use personally-owned devices to manage the city or department's social media activities or in the course of official duties.

(i) Shall observe and abide by all copyright, trademark, and service mark restrictions in posting materials to electronic media.

(3) Potential uses. Social media is a valuable tool when providing information about:

(a) Road closures.

(b) Special events.

(c) Weather emergencies.

(d) Updates on city and departmental programs and activities.

(e) Major ongoing events in the jurisdiction that affects the entire community.

(f) Employment opportunities - Persons seeking employment and volunteer positions use the Internet to search for opportunities.

(g) Social media can be useful by the police department for community outreach and engagement by:

(i) Providing crime prevention tips;

(ii) Offering online reporting opportunities;

(iii) Sharing crime maps and data; and

(iv) Soliciting tips about unsolved crimes.

(h) Social media is a valuable investigative tool for the police department when seeking evidence or information about:

- (i) Missing persons;
- (ii) Wanted persons;
- (iii) Gang participation;
- (iv) Crimes perpetrated online (i.e., cyberbullying, cyberstalking); and
- (v) Photos or videos of a crime posted by a participant or observer.

(i) Background checks - For authorized employees to conduct a background check on potential employees or volunteers.

(i) The city has an obligation to include Internet-based content when conducting background investigations of job candidates.

(ii) Searches should be conducted by city administrator or department head, or with permission therefrom and only for the purposes of providing possible background material on an employee candidate.

(iii) Information pertaining to protected class status shall be filtered out prior to sharing any information found online with decision makers.

(iv) Persons authorized to search Internet-based content shall be deemed as holding a sensitive position and shall keep and treat all information found as confidential.

(v) Search methods shall not involve techniques that are a violation of existing law.

(vi) Vetting techniques using social media as one (1) of many resources to provide valid and up to date information shall be applied uniformly to all candidates.

(vii) Every effort must be made to validate Internet-based information considered during the hiring process.

(viii) An Internet search shall not be the only mechanism used to provide background information on a possible candidate.

(4) Personal use, precautions, and prohibitions. City employees shall adhere to the following when using social media. (a) City employees are free to express themselves as private citizens on social media sites to the degree that their speech does not impair or impede the performance of their duties, impair discipline and harmony among coworkers, or negatively affect the public perception of the city or any department. No employee, while speaking as a private citizen on a matter of public concern, shall speak in such a way as to cause actual harm or disruption to the mission and functions of the city or any department.

(b) Employees may speak on a matter of public concern as a spokesperson for the city or a department only with permission through the chain of command.

(c) As public employees, city employees are cautioned that their speech either on or off-duty, and in the course of their official duties that has a connection to the employee's professional duties and responsibilities, may not be protected speech under the First Amendment, and may form the basis for discipline if deemed detrimental to the city or to any department.

(d) Speech that violates this policy may form the basis for discipline if deemed detrimental to the city or any department.

(e) City employees shall assume that their speech and related activity on social media sites will reflect upon their position of employment and on their employer.

(f) City employees shall not post, transmit, or otherwise disseminate any information to which they have access as a result of their employment without written permission from their department head.

(g) City employees shall use good judgment, moral conduct, and adhere to the professional standards and code of conduct of the city and their department if they elect to do the following on personal social media pages or outlets:

(i) Identify themselves as an employee of the city or of a department and/or display department logos, uniforms, or similar identifying items on personal web pages.

(ii) Post personal photographs or provide similar means of personal recognition that may cause them to be identified as a city employee.

(iii) Understand that when using social media, anything they say or post becomes a permanent part of the World Wide Web.

(iv) Employees who elect to identify themselves as a city employee shall post a disclaimer that they do not represent the city or a department in any official capacity.

(v) For safety and security reasons, police department employees are cautioned not to disclose their employment with the police department nor shall they or any other city employee post any information pertaining to any other employee of the police department without said other employee's permission. Further, Rockwood Police Department employees are cautioned not to do the following:

(A) Display police department logos, uniforms, or similar identifying items on personal web pages; and

(B) Post personal photographs or provide similar means of personal recognition that may cause them to be identified as employees of the police department or as law

enforcement officers. Law enforcement officers who may be reasonably expected to work in undercover operations shall not post any form of visual or personal identification.

(h) Adherence to the city's and any departmental code of conduct is required in the personal use of social media.

(i) When engaging in social media or social networking activities, all personnel will maintain a level of professionalism in both on-duty and off-duty conduct that is consistent with the honorable mission of our city.

(ii) Employees shall not engage in speech that is false, deceptive, libelous, slanderous, misleading, obscene, sexually explicit, expresses bias against any race, any religion, or any protected class of individuals, or causes harm, to others, including speech that constitutes hate speech or harassment, nor shall employees discuss protected or confidential matters of the city or any department, including:

(A) Matters that are under investigation;

(B) Patient and employee information protected by HIPAA or medical confidentiality laws; or

(C) Personnel matters that are protected from disclosure by law.

(iii) City employees may not divulge information gained by reason of their position or authority; make any statements, speeches, appearances, and endorsements; or publish materials that could reasonably be considered to represent the views or positions of the city or any department without express written authorization from the fire chief.

(iv) City employees should be aware that they may be subject to civil litigation for publishing or posting false information that harms the reputation of another person, group, or organization, otherwise known as defamation, to include:

(A) Publishing or posting private facts and personal information about someone without their permission that has not been revealed previously to the public, is not of legitimate public concern, and would be offensive to a reasonable person;

(B) Using someone else's name, likeness, or other personal attributes without that person's permission for an exploitative purpose; or

(C) Publishing the creative work of another, trademarks, or certain confidential business information without the permission of the owner.

(i) City employees shall understand that privacy settings and social media sites are constantly changing and shall never assume that personal information posted on such sites is protected.

(j) City employees may not divulge information gained by reason of their employment, make any statements, speeches, appearances or endorsements, or publish any materials that could reasonably be considered to represent the views or positions of the city or any department without express authorization.

(k) City employees may not, during their working hours, compile any information or material intended to be posted on social media sites without express authorization from their supervisors.

(l) City employees shall expect that any information created, transmitted, downloaded, exchanged, or discussed in a public online forum may be accessed by the city at any time without prior notice.

(m) On-duty employees discussing incident and/or work-related matters in social media may inadvertently trigger public records requirements under the Tennessee Open Records Act. (as added by Ord. #12-72, Oct. 2020 *Ch4_06-20-22*)

20-606. Violations. (1) Reporting violations. Any employee becoming aware of or having knowledge of a posting, or of any website or webpage, in violation of the provision of this policy shall notify his or her supervisor immediately for follow-up action.

(2) Violation of this social media policy may result in disciplinary action up to, and including, termination.

(3) Police department employees are further reminded that engaging in prohibited speech noted herein may be grounds for undermining or impeaching a police officer's testimony in a criminal proceeding. Police department employees thus sanctioned are subject to disciplinary action up to, and including, termination. (as added by Ord. #12-72, Oct. 2020 *Ch4_06-20-22*)

CHAPTER 7

ROCKWOOD MUNICIPAL PARK

SECTION

20-701. Prohibited conduct.

20-702. Controlled substances.

20-703. Hours of operation.

20-704. Penalty.

20-705. Use of tobacco, vapor products.

20-701. Prohibited conduct. No person shall do any of the following in the park:

(1) Climb or lie upon any tree, shrub, fence, statue, monument, stage or fountain.

(2) Be inside the park when the park is not open to the public.

(3) Use any area in the park for changing clothing, other than an area, if any, specifically designated for that purpose.

(4) Play, practice or otherwise participate in any game, sport or activity that is destructive to the lawn, plants, walls, sidewalks or other infrastructure of said park, except upon places specifically designated for that game, sport or activity.

(5) Destroy or damage the lawn, plants, walls, sidewalks or other infrastructure of said park, except by written permission from the City of Rockwood.

(6) Drive stakes, posts, poles or any other device or dig holes for the purpose of securing stakes, post poles or any other device, including to erect a tent or other structure, except by written permission from the City of Rockwood.

(7) Dispose of trash, refuse, rubbish, debris, garbage, or waste, other than in city-provided receptacles that are clearly marked for such disposal.

(8) Leave or dispose of any urine or feces other than in a city-provided restroom facility or porta-let open to members of the public for that purpose.

(9) Erect a tent or shelter of natural or synthetic material, or prepare a sleeping bag or other bedding material for the apparent purpose of sleeping. (as added by Ord. #12-82, Dec. 2021 *Ch4_06-20-22*)

20-702. Controlled substances. No person shall commit any of the following acts in the park:

(1) Sell, distribute, make available or offer to provide a controlled substance or prescription drug to another.

(2) Possess a controlled substance without a valid prescription.

(3) Solicit another to provide, make available, sell or distribute a controlled substance or prescription drug. (as added by Ord. #12-82, Dec. 2021 *Ch4_06-20-22*)

20-703. Hours of operation. The park is open daily from sunrise to sundown. No one shall be within the boundaries of the park before sunrise or after sundown without the express permission of the City of Rockwood. (as added by Ord. #12-82, Dec. 2021 *Ch4_06-20-22*)

20-704. Penalty. A violation of any provision of this chapter shall subject the offender to a penalty of (\$00.00) per violation. Each violation shall be considered a separate offense. (as added by Ord. #12-82, Dec. 2021 *Ch4_06-20-22*)

20-705. Use of tobacco, vapor products. (1) It shall be unlawful for any person to use tobacco products or vapor products on the grounds of any city-owned or city-controlled playground, park, greenway or property that is accessible for use by youth. This prohibition contained in this section does not apply to buildings, sidewalks, or roads.

(2) As used in this section:

(a) "Playground" means an indoor or outdoor facility that is intended for recreation by children.

(b) "Greenway" means an open-space area following a natural or man-made linear feature designed to be used for recreation, transportation and conservation, and to link services and facilities, or a paved, gravel-covered, wood chip-covered, or wood-covered path that connects one greenway entrance with another greenway entrance.

(c) "Tobacco product" means any product that contains tobacco and is intended for human use.

(d) "Vapor product" means any noncombustible product containing nicotine or any other substance that employs a mechanical heating element, battery, electronic circuit, or other mechanism, regardless of the shape or size, that can be used to produce or emit a visible or non-visible vapor, and/or includes any electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe, or similar product, and any vapor cartridge, any substance used to refill a vapor cartridge, or other container of a solution containing nicotine or other substance that is intended to be used with or in an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe, or similar product. "Vapor product" does not include any product regulated under the Federal Food, Drug and Cosmetic Act as codified at 21 U.S.C. §§ 351 through 360.

(e) "Youth" means persons under the age of twenty-one (21) years. (as added by Ord. #12-86, April 2022 *Ch4_06-23-22*)

CHAPTER 8

UNAUTHORIZED USE OF ELECTRICITY

SECTION

20-801. Definitions.

20-802. Unauthorized use of electrical outlet.

20-803. Penalty.

20-801. Definitions. The following terms shall be defined as set forth below:

(1) An "electrical outlet" is an electrical socket, receptacle or fitting that is connected to a source of electrical current and equipped to receive an insert or a plug from a device that is operated or charged by electrical current, so that electrical current can be received by said device.

(2) An "account holder" is a person, group, association, corporation, limited liability company, partnership, governmental entity, or other entity that provides the electrical current for an electrical outlet, or is otherwise required to pay the provider of the electrical current for an electrical outlet money or other consideration for providing electrical current to said electrical outlet.

(3) A "public place" is an indoor or outdoor area, whether privately or publicly or governmentally owned, to which the public has access by right or by invitation, whether expressed or implied, whether by payment of consideration or not, but not a place used exclusively by one (1) or more individuals for a private gathering or other personal purpose.

(4) An "electrical device" is anything that is powered by electricity or contains a battery that is charged by electricity. (as added by Ord. #12-83, Jan. 2022 *Ch4_06-20-22*)

20-802. Unauthorized use of electrical outlet. It is unlawful for any person to connect an electrical device to an electrical outlet located in any public place, without first obtaining the consent of the account holder. (as added by Ord. #12-83, Jan. 2022 *Ch4_06-20-22*)

20-803. Penalty. Any person found violating this ordinance shall be punishable by a penalty of up to ten dollars (\$10.00) for each violation. Each act of connecting an electrical device to an electrical outlet in any public place without the consent of the account holder shall be a separate and independent violation. (as added by Ord. #12-83, Jan. 2022 *Ch4_06-20-22*)