

Administrative Policy  
Use of Tooele City Buildings

Tooele City buildings are funded by taxpayers and exist to serve the public by allowing City personnel to perform their important administrative and operational functions. While Tooele City values the First Amendment right of free expression, Tooele City buildings are not traditional public forums. Some City buildings are limited public forums and nonpublic forums. This policy addresses the use of Tooele City buildings.<sup>1</sup>

**Tooele City Hall** and grounds are a limited and nonpublic forum. The Mayor may authorize the use of meeting rooms and grounds at City Hall. The Mayor may authorize the use of the City Hall rotunda during non-business hours. City Hall shall not be used to conduct for-profit business. Use of these spaces must not interfere with the function of City Hall or employee or patron access to City Hall.

**Tooele City Police Station Community Room** is a limited and nonpublic forum. The Mayor and Police Chief may authorize the use of the Community Room at the police station. Use of this room is for non-profit organizations and activities beneficial to the community. The Community Room shall not be used to conduct for-profit business. Community Room events must not interfere with the function of the police station or with patron access to the police station.

**Tooele City Parks** are traditional public forums. Use of City parks must not unreasonably interfere with their core function as public recreational spaces. The Mayor may reasonably restrict speech activities to certain areas of a park, at certain days and times of day, with speech volume controls, etc., so as to protect the public's use of the parks while allowing speech activities in the parks. Persons may not place signs in City parks due to the potential for clutter, interruption of park functions, damage to park property, trip hazards, costs of sign removal, etc.

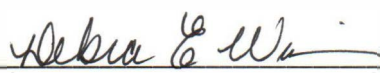
**Other Tooele City Spaces.** All other Tooele City buildings are not public forums.

**Signature Gathering.** Persons engaged in signature gathering in a limited or nonpublic forum must not interfere with building entrances and pedestrian traffic. Persons wishing to gather signatures must reserve space to do so. They may not approach patrons or employees or disturb their use of City buildings. They may not erect signage on City property.

**Special Event Permits.** Special events, including political events, must obtain a special event permit under TCC Chapter 8-16, as defined and as applicable.

**Fees.** The City reserves the right to charge all reasonable fees, deposits, and costs deemed necessary by the Mayor and City Council.

**City Discretion.** The Mayor maintains sole discretion over the use of City buildings, grounded in the need for efficient City administrative operations and public access to City services. The Mayor may impose reasonable time, place, and manner restrictions. Further, the Mayor may determine the classes of speakers and subjects for which limited and nonpublic forums may be used, so long as restrictions are reasonable and viewpoint-neutral. The Mayor may restrict obscenity, libel, slander, threats, hate speech, and speech that incites violence or law-breaking.

  
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Debra E. Winn, Mayor

15 November 2021  
Date

<sup>1</sup> The policy for use of the Tooele City Public Library will be established separately by the Tooele City Mayor upon recommendation of the Library Board.