

Wheaton Park District Budget Development Calendar August

SUN	MON	TUE	WED	THUR	FRI	SAT
					1 Budget Input is cutoff at 4:30 pm!	2
Finance review of proposed budget						
3	4	5	6	7	8	9
Finance & Executive Director budget review						
10	11	12	13	14	15	16
Executive Director budget review Board Finance Committee Meeting (to be determined)						
17	18	19	20 Board Meeting 7 PM	21	22	23
Board Finance Committee Meeting (to be determined)						
24	25	26	27	28	29 Budget delivered to Board for their review	30
Board Finance Committee Meeting (to be determined)						
31						

Wheaton Park District Budget Development Calendar September

SUN	MON	TUE	WED	THUR	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17 Board acknowledges receipt of budget which starts the 30 day public viewing period.	18	19	20
21	22	23	24 Publication notice of budget hearing (7-14 days prior to hearing) First day it can be published. <i>[Executive Assistant]</i>	25	26	27
28	29	30				

Wheaton Park District Budget Development Calendar October

SUN	MON	TUE	WED	THUR	FRI	SAT
			1 Deadline for publication notice of budget hearing. Last day it can be published. <i>[Executive Assistant]</i>	2 Tax Levy Estimation Resolution prepared for board package	3	4
5	6	7	8 Regular Board Meeting <i>Tax Levy Presentation and adoption of tax levy resolution. Discussion on potential abatement.</i>	9	10	11
			<i>Budget Hearing held (If hearing is closed, board must take final action within 7-30 days)</i>			
12	13	14	15	16	17 30 Day Public Viewing period concluded	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Wheaton Park District Budget Development Calendar November

SUN	MON	TUE	WED	THUR	FRI	SAT
						1
2	3	4	5 If tax levy hearing is required, this is the first date that the Tax Levy Hearing Publication Notice can be published. <i>(Req'd only if total tax levy exceeds prior year's levy by 105%)</i> <i>{Executive Assistant}</i>	6	7 Last date that the BAO can be adopted if the budget hearing is closed on 10/08. <i>{Executive Assistant}</i>	8
9	10	11	12 Last date that the Tax Levy Hearing Publication Notice can be published, if required. <i>{Executive Assistant}</i>	13	14	15
16	17	18	19 Regular Board Meeting <i>Board adopts Budget & Appropriations Ordinance (BAO)</i> If required, Tax Levy Hearing held.	20	21	22
23	24	25	26	27	28	29
30						

Wheaton Park District Budget Development Calendar December

SUN	MON	TUE	WED	THUR	FRI	SAT
	1	2	3	4	5	6
7	8	9	10 Regular Board Meeting - Tax Levy Ordinance adoption on agenda, BAO might be too?	11	12 Deadline for filing BAO with county if BAO adopted 11/13 <i>[Executive Assistant]</i>	13
14	15	16	17	18	19 Last date that the BAO can be adopted if the budget hearing is closed on 11/19. <i>[Executive Assistant]</i>	20
21	22	23	24	25	26	27
28	29	30 Deadline for filing the Tax Levy with DuPage County	31			

Wheaton Park District

Building, Grounds and Capital Projects Subcommittee

In attendance: President Kelly, Commissioner Luetkehans, Executive Director Benard,

Director of Planning Sperl, Executive Assistant Siciliano

August 6, 2014 –4:00pm – Museum

Discussion Items

Follow Up – Action Required

1. Elliot Lake
 - Bids expected August 7
Rob will send the bid results to the subcommittee before sending to the full board.
 - City permit calculated at $(\$559,391.43) * 2\% - \$500 = \$10,687$ - pg. 1
Rob met with Tyler; he thinks we will probably pay a little less than these figures on both of these.
2. Cosley/855 Prairie Parking Lot Replacement
 - \$6,000 in construction administration in existing agreement – additional \$2,400 requested due to phasing; As-Built required - \$2,500 proposal – pg. 2
The subcommittee agreed to give Rob permission to watch the bills on this and make sure they aren't working hours they don't need to. They asked that he specifically watch V3 on what they are determining as special waste.
 - City permit calculated at $(\$479,717.28) * 2\% - \$500 = \$9,094$ - pg. 7
Rob stated he thought we could get this figure down a little.

New Items

1. Community Center HVAC
 - Two boilers up for replacement (2) at \$33,500 - pg. 9
The subcommittee asked that staff give a recommendation on a consultant we should consider for the boiler replacement project.
 - Two pool shower heaters up for replacement (2) at \$6,645
The subcommittee asked that staff look into replacing this in house if feasible.

Follow Up – Updates or Pending

1. Northside
 - Thompson berm reconstruction scheduled for August 11
Rob and Mike attended a pre-construction meeting on this. The plans were revised to include the north/south section of the berm as well.

2. Museum Roof

- Plans being revised by DuPage
 - IHPA submittal

Staff has submitted the current specifications that include an overall plan for the dimensions of the roof. County staff has indicated that the specifications reference standards with the appropriate details to complete and supervise the job. The subcommittee suggested that staff could request detailed shop drawing from Knickerbocker to fulfill these requirements.

3. Gateway Gardens

No action needed.

4. Graf Synthetic Turf

- On track for mid-August completion

5. Central Athletic Fields

- Bradford remaining work
 - Athletic Field Grading
Staff is attending a meeting tomorrow on this.
 - Sealcoating scheduled for August 22

6. Wheaton Sanitary District Easements

- No updates

7. AGC Paths

- Manhard engineering completed – bids need to be prepared (September)

8. Request from Winfield Park District re playground construction

- Legal is reviewing the IGA, this will probably not be built until the spring.

9. Cosley Bobcat Exhibit – Ceiling Moisture

- No updates

10. Clocktower Lease Renewal

- UPRR lease is sublease through city for 99 years – pg. 11 with ability for the Park District to terminate on 30 day notice.
Staff will bring this to the subcommittee in September or October

General Administrative Items

1. Athletic Area Policy – pg. 27

Staff would like to propose only 3 rates. This will go to the subcommittee first and then to the full board.

2. De-annexation

Executive Director Benard was asked by a resident who annexed to the park district in 2011 if they were able to de-annex from the park district for financial reasons. The subcommittee was not in favor of this. Benard will contact the resident. Staff to advise subcommittee what requirements and process are for disconnection from the Park District.

3. Cosley Zoo Parking

Benard shared with the subcommittee some ideas staff has for parking across the street from the zoo when parking is at a premium during special events. Commissioner Luetkehans stated that staff needs to check with the city or county on the ability to park on the southern parcel under the current zoning.

4. Naming Policy

The subcommittee was in favor of naming the soccer fields or the soccer gym at Central Athletic Center after Jerry Fajkus. Staff will provide the subcommittee with a report on this next week.

The Recreation Department would also like to name field #15 at Atten Park after Ron Elenbass for all of his service to the district over the last 50 years. The subcommittee was in favor of this.

President Kelly stated he would like to see a spring dedication after the lights are put in at Central Athletic Center. The subcommittee would also like to see the entire facility renamed at this time.

5. Bid Policy

Commissioner Luetkehans stated he would like to see a policy stating that after bids are opened a notice is put out to everyone who bid on the project identifying the results. It would give the other bidders 3-4 days to appeal the results if they think there was an error in the bid award. This would reduce the potential for a dispute after the project is awarded, since they would effectively waive their right to appeal if they have not objected in a timely manner - preferably, before the board acts to award the bid.

Meeting adjourned at 5:15 p.m.

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Chapter 1. General Provisions

Sec. 1.1 Designation and Citation of Code

The ordinances embraced in this and the following chapters and sections shall constitute and be designated as “the General Use Ordinance of Wheaton Park District” and may be so cited.

Sec. 1.2 Definitions

When used in the General Ordinances, the following terms shall have the meaning set forth in these sections.

“Board”

Means the Board of Park Commissioners of the Wheaton Park District.

“Court”

Means the circuit court of the county which has jurisdiction of District legal disputes.

“District”

Is the Wheaton Park District, DuPage County, Illinois.

“District property”

Is all of the property, real and personal, of every kind and description located within the jurisdiction of, or owned, administered, leased or licensed by, or otherwise in the possession or under the control of the District, including without limitation every building, shelter, street, sidewalk, trail, path, park, playground, wilderness or open space, or other public place or facility and all District waters located on or adjacent to or flowing over property located within the jurisdiction of, or owned, administered, leased or licensed by, or otherwise in the possession or under the control of the District.

“Executive Director”

Is the Executive Director of the Wheaton Park District.

“Ordinances”

Means the General Use Ordinances of Wheaton Park District approved by the Board of Park Commissioners of Wheaton Park District and all amendments and supplements thereto.

“Permit”

Is the written authorization issued by or under the authority of the District, by a District officer or employee empowered to grant said authorization, to a person to do or engage in a particular act or acts on District property. Said authorization is subject to the terms and conditions specified in the permit as well as all applicable federal, state, local, and District laws, ordinances, rules, and regulations.

“person”

Means any individual, natural person, firm, partnership, association, corporation, company, trust, organization or any other group activity as a unit or the manager, lessee, agent, servant, partner, member, director, officer or employee, or any of them including executive administrator, treasurer, receiver or other representative appointed according to law.

“State”

Means the State of Illinois.

Sec. 1.3 Rules of Construction

In construction of these Ordinances the following rules of construction shall be observed.

And/Or

“And” may be read “or” and “or” may be read “and” if the sense requires it.

Gender

Words in any section importing the masculine gender shall include the feminine and neuter as well as the masculine.

May

The word “may” is permissible and discretionary.

Shall

The word “shall” is mandatory.

Sec. 1.4 Code to be Liberally Constructed

All general provisions, terms, phrases and expressions contained in these Ordinances shall be liberally construed in order that the true intent of the District be fully carried out.

Sec. 1.5 Designations and Headings; Construction

All designations and headings of chapters, articles, divisions and sections are intended only for convenience in arrangement and as mere catchwords to indicate the contents of such chapters, articles, divisions or sections, whether printed in boldface type or italics.

Sec. 1.6 Ordinance Provisions as Continuance of Existing Ordinances

The provisions appearing in these Ordinances, insofar as they relate to the same subject matter and are substantially the same as those ordinance provisions previously adopted by the District and existing at the effective date of these Ordinances shall be considered as restatements and continuations thereof and not as new enactments.

Sec. 1.7 Effect of Repeal of Ordinances; Revival

a) Neither the adoption of these Ordinances nor the repeal hereby of any ordinance of the District shall in any manner affect the prosecution for violations of such ordinance, which violations were committed prior to the effective date hereof, nor be construed as affecting any of the provisions of such ordinance relating to the collection of any such license or penalty or the penal provisions applicable to any violation thereof, nor to affect the validity of any bond or cash deposit in lieu thereof, required to be posted, filed or deposited pursuant to any ordinance, and all rights and obligations thereof appertaining shall continue in full force and effect.

b) Whenever any ordinance repealing a former ordinance, clause or provisions is repealed, such repeal shall not be construed as reviving such former ordinance, clause or provision, unless expressly provided therein.

Sec. 1.8 Conflicting Provisions

a) If the provisions of different chapters, articles, divisions or sections of these Ordinances conflict with or contravene each other, the provisions of each chapter, article, division or section shall prevail as to all matters and questions growing out of the subject matter of that chapter, article, division or section.

b) If clearly conflicting provisions are found in different sections of the same chapter, the provisions of the section last enacted shall prevail unless the construction is inconsistent with the meaning of that chapter.

Sec. 1.9 References Include Amendments; Construction

a) Any reference in these Ordinances to an ordinance or provisions of these Ordinances shall mean such ordinance or provision as may now exist or is hereafter amended.

b) Any references in these Ordinances to chapters, articles, divisions or sections shall be to the chapters, articles, divisions and sections of these Ordinances unless otherwise specified.

Sec.1.10 Amendments and References to Ordinances

Any additions or amendments to these Ordinances, when passed in such form as to indicate the intention of the Board to make the same part of these Ordinances shall be deemed to be incorporated in these Ordinances so that a reference to the General Use Ordinance of Wheaton Park District shall be understood to include them.

Sec. 1.11 Severability

It is declared to be the intention of the Board that the sections, subsections, paragraphs, sentences, clauses and words of these Ordinances are severable. If any sections, subsections, paragraph, sentences, clause or word is declared unconstitutional or otherwise invalid by the lawful judgment or decree of any

court or competent jurisdiction, its unconstitutionality or invalidity shall not affect the validity of any of the remaining sections, subsections, paragraphs, sentences, clauses and words of these Ordinances, since the sections or parts of sections would have been enacted by the Board without and irrespective of any unconstitutional or otherwise invalid section, paragraph, sentence, clause or word being incorporated into these Ordinances. The Board of Commissioners will review and make any changes necessary every five years. (added by request of JH)

Chapter 2. Protection and Use of District Property

Sec. 2.1 Public Use; Hours

a) Regular Hours

Except as otherwise provided in this section, District property shall be open to the public from sunrise in the morning until sunset in the evening of that same day and District property shall be closed to the public from sunset each day until sunrise the following day. The Board may establish other hours during which District property or any parts thereof shall be closed to the public. The District may periodically revise these hours.

Wheaton has a new curfew law for teenagers. The new portion of Wheaton City Code establishes curfew for minors (any person younger than 17 years old) from 12:01 a.m. to 6 a.m. Saturday and Sunday, and from 11 p.m. to 6 a.m. Sunday through Thursday nights. Certain exceptions apply, such as in an emergency

Park District facilities with outdoor lighting shall remain open until five minutes after the lights are turned off. Only the lighted portion of such facilities shall remain open after sunset. (Security lighted areas are subject to the same time restrictions as other outdoor lighting. Do you want to reword this or is it ok? **Find out from City what hours they have for curfew. SEE ABOVE**

b) Special Closings

The District may close one or more District parks, buildings, and facilities or any part thereof to the public at any time and for any interval of time, either temporarily or at regular intervals, and either entirely or merely to certain uses, as deemed advisable and in the best interest of the public and the District.

Sec. 2.2 Bringing Plants, Shrubs or Trees Prohibited

No person shall bring into or upon District property any tree, shrub, or plants, or portion thereof, except by written authorization of the District.

Sec. 2.3 Camping

No person shall place, erect, or use any hammock, swing, tent, shelter or any other type of temporary or permanent camping equipment or otherwise camp in any manner, on District property unless it's a park district program or a Permit has first been obtained from the District.

Sec. 2.4 Criminal Trespass of Property

No person shall:

- a) Enter or remain in any building or portion of District property where persons are prohibited by the District from entering by sign or other notice including where use is restricted to persons of the opposite sex except as otherwise specifically provided in these Ordinances;

b) Enter or remain in any District property when it is closed to the public;

~~d) Climb, walk or sit upon any sign, wall or fence under the control of the District;~~ REMOVE

c) Go upon any lawn, grass plot, planted area, tree, shrub, monument, fountain, sculpture or structure where access is prohibited by signs or other notice or where access is restricted by fence or other physical barrier;

d) Enter any District property that is reserved or scheduled for a specific group or activity, unless such person is invited by the individual or group responsible for such activity unless such person has paid any applicable admission and/or registration fees.

e.) Add language here about allowing volunteers or vendors permission to drive their vehicle into the park to unload it and then removing it from the park immediately after. Only volunteers or vendors upon written permission from the district will be allowed to drive their vehicle into the park to unload/load for that specific event.

Sec. 2.5 Damage to District Property

Unless authorized by a written agreement with the District or otherwise expressly permitted by the District, no person shall while in or on District property:

a) Deface, disfigure, break, cut, tamper with or displace or remove in or from any District property or building or other part thereof, any table, bench, fireplace, coping, lamp post, fence, wall, paving or paving material, water line or other public utility or parts or appurtenances thereof, or sign, notice or placard whether temporary or permanent, equipment, facilities or other District property or appurtenances whatsoever, either real or personal; (ADD SKATEBOARDING TO THIS?)

b) Destroy, cut, break, injure, disturb, sever from the ground or remove any sod, soil, earth, rock, stone, timber, wood, material, or growing thing including but not limited to any plant, flower, flower bed, shrub, tree, growth, or any branch, stem, fruit, or leaf thereof; bring into or have in his/her possession in or on District property any tool or instrument intended to be used for the cutting thereof, or any garden or agricultural implements or tools which could be used for the removal thereof;

c) Set fire to any trees, shrubs, plants, flowers, grass, plant growth or living timber, or allow any fire upon land to extend into District property;

d) Cut, break or in any way injure, deface, destroy or alter any building, fence, monument, sculpture, bridge, or other structure or property contained therein;

- e) Operate or drive any motor car, automobile or vehicle of any kind in or on District property in places other than roadways or in such a manner as to cause the same to collide with, run against, strike or cause to strike, injure, deface or damage any District property or appurtenance of any kind;
- f) Fasten any animal or attach any rope, sign, handbill or other things to any tree or shrub or to any protective device around any tree or shrub growing in or on the District property;
- g) Allow any animal under the person's ownership or temporary care to injure or deface any tree, plant, shrub, lawn or grassplot in any manner whatsoever. An animal is under a person's temporary care if the animal was brought upon District property by the person or by a minor under the person's temporary or permanent care;
- h) Fasten any bicycle, motorcycle, moped or other vehicle to or leave the same standing so as to injure any tree, shrub, lawn or grass plot;
- i) Deface, destroy, cover or otherwise make unreadable any traffic warning or prohibitory sign or symbol in or on District property;
- j) Mark, carve, bend, cut, paint, deface, breakdown, destroy, damage, alter, change, sever, uproot, excavate or otherwise remove, or attach or suspend any rope, wire or other material or contrivance to or from any District property;
- k) Fail to maintain District property in a neat and sanitary condition.

Sec. 2.6 Pools (HAVE WENDY LOOK AT THIS SECTION) (Wendy said it looked good)

REFERENCE STATE AND COUNTY CODES

The following rules and regulations shall apply to all District swimming pools:

- a) All swimming pools shall be open and in operation from approximately Memorial Day through Labor Day, weather and safety conditions permitting. Pools shall be open for public swimming during published and posted hours.
- b) No person shall enter the bathhouse or pool area without payment of the admission charge that is established by the District or without displaying proper season passes that are issued therefore.
- c) No person under eight (8) years of age shall be admitted to the pool area unless he or she is accompanied by a person legally possessing an adult pass (ages 16 years old and up) or an adult daily admission and demonstrating competency to

assume full responsibility for the care and safety of the person under eight (8) years of age.

d) If any person shall refuse to obey any orders of lifeguards, attendants, managers or any agent of the District, the District may immediately terminate or suspend such person's rights to use the pool and other District property. Lifeguards are responsible for enforcing safety rules and responding to emergencies. Parents, guardians, or other persons who are 16 years of age or older and accompanying a child who is under 8 years of age, shall supervise the child.

e) No person shall attempt admission to the pool and such admission shall be refused if the person has contagious disease, infectious conditions such as colds, fever, ringworm, foot infections, skin lesions, diarrhea, vomiting, inflamed eyes, ear discharges, or any other condition which has the appearance of being infectious, or any excessive sunburn, abrasions which have not healed, corn plasters, bunion pads, adhesive tape, rubber bandages, or other bandages of any kind or if the persons appears to be under the influence of alcohol or exhibiting erratic behavior.

f) Persons with qualifying disabilities under state and/or federal law that require reasonable accommodations to enjoy District property should contact the Executive Director's office.

g) Littering is prohibited; in addition, no food, drink, gum or tobacco is allowed in pool area unless the District has specifically designated a section by posting a written notice. Glass containers are prohibited.

h) All persons are encouraged to take a shower before entering the pool area.

i) Personal conduct within the pool facility must be such that the safety of self and others is not jeopardized. Running, boisterous or rough play, except supervised water sports, is prohibited.

j) Only clean footwear, baby strollers, or wheelchairs are allowed in the pool area or bathhouse.

k) Spitting, spouting of water, blowing the nose or otherwise introducing contaminants into the pool is prohibited.

l) Glass, soap, or other material, which might create hazardous conditions or interfere with efficient operation of the swimming pool, are prohibited in the swimming pool or on the pool deck.

m) All apparel worn in the pool shall be clean.

- n) ~~All children who are~~ Anyone who is not toilet-trained shall wear tightly fitting rubber, plastic pants, or approved swim diapers.
- o) Diving in water less than five feet deep is prohibited except when allowed for competitive swimming and training.
- p) Swimming is prohibited when thunder is heard or lightning is seen, including a ~~15-~~ 30 minute period after the last lightning or thunder is detected.
- q) Any person who refuses to obey pool rules or otherwise violates any other provision of these Ordinances may be barred by the District from further use of the pool for the remainder of the pool season, in addition to the penalties set forth in these Ordinances.

Sec. 2.7 Public Assemblies

- a) No person shall do any of the following on District property without first obtaining a Permit from the District:
 - 1) Call or hold a public assembly, exhibition or entertainment of any description;
 - 2) Conduct any musical concert, play any amplified instrument, or set up or use any communication system;
 - 3) Hold or attempt to hold any meeting, assembly, demonstration, celebration, parade, rally, religious worship, or any sponsored entertainment, social, recreational or athletic event.
- b) Any person issued a Permit by the District shall produce the Permit and exhibit it upon request of any District employee or officer.
- c) No person other than a District employee or officer shall disturb or interfere with any person occupying District property under the authority of a Permit.

Sec. 2.8 Use of Restrooms, Washrooms, and Locker Rooms

- a) Every person shall cooperate in maintaining restrooms, washrooms and locker rooms in a neat and sanitary condition.
- b) No person shall deposit objects of any kind other than toilet paper in the toilets or plumbing fixtures of a restroom, washroom facility or locker room.
- c) Except as otherwise permitted in this section for children ~~under age 6~~, enter into or remain in any restroom, restroom washroom, or locker room designated for the opposite sex.

d) Children 5 years of age and under may use restrooms, washrooms and locker rooms designated for the opposite sex when a family facility is unavailable.

e) Individuals may not use restrooms, washrooms and locker rooms designated for families.

f) No person shall use any camera, video recorder or other device to record or transmit visual image(s) in or from any rest room, washroom or locker room of the District.

Chapter 3. Animals

Sec. 3.1 Domesticated Animals and Pets

a) No owner or person having control of any domesticated dog, cat, or any other domesticated animal shall cause or permit such animal to be on District property unless the animal is on a leash ~~which shall not exceed six (6) feet in length and such person has in his immediate possession a device for removal and a depository for the transportation of animal excrement from District property.~~ **Which allows the owner to maintain control of his/her animal.**

b) All owners or persons having control of any domesticated dog, cat, or other domesticated animal, shall remove any excrement from District property left by such animal **or properly dispose of in a trash container on site. All aggressive animals must be muzzled while on district property. This will be enforced with the Wheaton Police Department. (do you want to word this differently about the police?)**

c) No person shall bring a domesticated dog, cat, or any other animal onto or permit any animal to remain on any portion of District property where the presence of animals is prohibited, except (i) in conjunction with an activity or event conducted or sponsored by the District, or (ii) dogs or other domesticated animals specially trained to assist the visually impaired or other persons with disabilities when they are accompanying the persons with disabilities for purposes of providing such assistance.

d) Any animal found on District property in violation of subsections (a) through (c) may be apprehended, removed to an animal shelter, public pound, or other place provided for that purpose, and, unless the owner claims the animal and is financially responsible for violations of this Ordinance, disposed of pursuant to the applicable laws or ordinances of the State of Illinois and (Insert Municipality or County). The owner or person responsible for such animal shall be responsible for all costs and expenses incurred or encumbered in the removal and boarding of such animal and such charge shall be in addition to and not in lieu of any other penalties provided for in this section and any other applicable federal, state, local or district laws, ordinances, rules or regulations.

Sec. 3.2 Protections of Non-Domesticated Animals, Birds, Fish, and Other Non-Domesticated Animals

For purposes of this section “wildlife” means any bird, fish, or other non-domesticated animal including without limitation any animal, the capture or killing of which is authorized by the fish and game laws of the State of Illinois.

a) No person shall bring or release any wildlife onto District property; provided, however, that the District may bring or release, or permit another person to bring or release, such proscribed animals onto District property in conjunction with an activity or event conducted or sponsored by the District or in conjunction with a zoo, museum, nature center, or similar facility maintained by the District.

b) No person shall feed any wildlife on District property, **except for where allowed at Cosley Zoo under supervision of zoo staff.**

c) No person shall hunt, pursue, hurt, molest, wound, kill, trap, catch, poison, abuse, chase, shoot, touch, throw or propel objects at, endanger in any way, remove or cause to be removed, treat cruelly, or have in possession, any wildlife upon, over, or under District property, except as expressly authorized and approved by the District.

d) No person shall give or offer any harmful, poisonous, or noxious substance to any wildlife on District property.

e) No person shall touch, tease, frighten, disturb, or otherwise intentionally interfere with any wildlife while feeding, nesting, breeding, sleeping, resting, flying or engaging in any other activity on, upon, over or under District property, except as expressly authorized and approved by the District.

f) No person shall molest, touch, throw or propel an object at, destroy, dig up, crush, shake, rob or disturb, in any way tamper with or damage the nest, lair, den, burrow, or home of any wildlife found on, upon, over or under District property.

g) **No person shall leave behind any fishing equipment such as wire, hooks etc. Items must be disposed of properly in a district provided trash can or taken out with fishing patron.**

h) **Have Terra write something regarding conservation education here.**

Chapter 4. Personal Conduct

Sec. 4.1 Abandonment of Property

It is unlawful for any person to abandon any personal property on District property, including, but not limited to, cars, boats, appliances, garbage, furniture, animals (pets), or refuse. In addition to all fines and other penalties for violation of this section, the District may remove and destroy such property and assess the costs for such removal to the person abandoning the property.

Sec. 4.2 Advertisement, Peddling, and Solicitation

The purpose of this section is to control commercial enterprises or sales on District property to ensure the public unimpeded use and enjoyment of the parks without being subjected to purely commercial exploitation.

a) No person shall offer for sale any articles or things, or conduct or solicit any business, trade, occupation, or profession (example: Tennis lessons, Personal Training/Boot Camp, Ice Cream Peddling etc.) on District property without a Permit from the District. (MIKE NEEDS TO LET ROTARY & KIWANIS KNOW THIS) Any minor wishing to sell items on District property is required to attend a Park District Entrepreneur Program prior to obtaining a permit. (Jane wanted a clause in here for civic groups) (Mike is getting a statement of best practices from PDRMA)

b) No person shall fix any placard, sign, handbill, pamphlet, circular, or any other writing or printed material or objects containing advertising matter or announcements of any kind whatsoever on any District tree, shrub, post, building, gate, sign, or other District property unless:

1) The person or organization has obtained a Permit from the District;

2) The District has expressly designated the area for such use or;

3) The person holds a valid picnic, camping, or special event Permit in which case the person may display signs to identify their location or direct others to such location, provided that such signs are temporary and are removed by the permittee at the termination of the activity and

provided that such signs are no larger than 24" x 30" and are not attached to any tree shrub, post, building, gate, District sign, or other structure located on District property.

c) No person shall distribute, display, post, or fix any sign, handbill, pamphlet, circular or any other writing or printed material or objects within any District building except in areas expressly designated for such use.

Sec. 4.3 Aircraft/Model Aircraft (NO CHANGES TO THIS SECTION)

a) No person shall fly, cause to be flown or permit or authorize the flying of aircraft of any kind at any time over District property at an elevation lower than the minimum safety requirements established by the Federal Aviation Administration or other governmental authority, at an elevation which is lower than is reasonably safe under the circumstances, or in a manner which endangers the safety of any person on District property.

b) No person shall land, cause to be landed, or permit or authorize the landing of any aircraft on District property unless a Permit therefore has first been obtained from the District, except when necessitated by unavoidable emergency.

c) No person shall fly or cause to be flown or permit or authorize the flying of model aircraft on or over District property unless a Permit has first been obtained from the District.

d) No person shall parachute or otherwise descend from an aircraft into or onto District property or cause, permit or authorize another person to parachute or otherwise descend from any aircraft into or onto District property unless a Permit has first been obtained from the District, except when necessitated by unavoidable emergency.

Sec. 4.4 Alcoholic Liquors/Intoxication

The following terms shall have the following meanings for purposes of this section:

“alcoholic liquor” shall have the meaning set forth in the Illinois Liquor Code, 235 ILCS 5/1-1 et seq.

a) No person under the influence of alcoholic liquor shall enter into, be, or remain on District property

b) No person, other than the District or its authorized agents, shall sell or deliver any alcoholic liquor on District property, unless said person has first obtained all applicable state and local liquor licenses, provides proof of dram shop liability insurance in sufficient insurance coverage limits as determined by the District, and obtains a Permit therefore from the District.

c) No person shall bring into, possess, consume, use, or transfer any alcoholic liquor on District property without having first obtained a Permit therefore from the District unless he is in or on District property where the possession or consumption of alcoholic liquor is allowed without a Permit, or unless the

alcoholic liquor is legally possessed in an unopened container stored in the trunk of a motor vehicle. Every person possessing, using, consuming, or transferring alcoholic liquor pursuant to this section shall be subject to and shall comply with all applicable federal, state, local, and district laws, ordinances, rules, and regulations regarding the possession, use, consumption, or transfer of alcoholic liquor.

d) No alcohol shall be brought into park district events unless the board approved it for that specific event. (You probably want to re-word this)

Sec. 4.5 Assault, Battery, Fighting, and Reckless Conduct (NO CHANGES HERE OTHER THAN I ADDED a,b,c,d)

a) No person shall knowingly start a fight or fight or commit any assault, battery, or reckless conduct on District property.

For purposes of this section:

b) A person commits an assault when, without lawful authority, he engages in conduct which places another in reasonable apprehension of receiving a battery.

c) A person commits a battery if he intentionally or knowingly, without legal justification and by any means (1) causes bodily harm to an individual or (2) makes physical contact of an insulting or provoking nature with an individual.

d) A person commits reckless conduct when he causes bodily harm to or endangers the bodily state of an individual by any means if such person performs recklessly the acts which cause the harm or endangers safety regardless whether the acts are otherwise lawful or unlawful.

Sec. 4.6 Begging and Panhandling (NO CHANGES TO THIS SECTION)

a) No person shall beg or panhandle in District buildings, facilities or playgrounds or the entrances or stairways of such buildings or facilities.

b) No person begging or panhandling on District property shall obstruct or impede pedestrians or vehicles; harass park visitors with physical contact or persistent demands; misrepresent his affiliations; misrepresent what the solicited funds will be used for; or interfere, interrupt, or engage in conduct incompatible with the purpose of any program, activity, function, and/or special event conducted, sponsored, licensed or otherwise permitted by the District; or coerce or intimidate another person into giving money, goods or services.

Sec. 4.7 Bicycling

- a) When two or more persons in a group are operating bicycles, they shall not ride abreast, but shall ride in single file.

- b) No person shall cling or attach himself or his bicycle to any other moving vehicle.

- c) The operator of a bicycle emerging from an alley, driveway or building shall, upon approaching a sidewalk or the sidewalk area extending across any alleyway, yield the right-of-way to all pedestrians and vehicles approaching on said roadway.

- d) No person operating a bicycle shall carry another person on the same bicycle. This restriction does not apply to tandem bicycles, **or appropriate child seats, child trailers.**

- e) No person shall operate a bicycle on District property between 30 minutes after sunset and 30 minutes before sunrise, without a clear, white, properly lighted headlight, visible under normal atmospheric conditions from the front thereof for not less than 500 feet and firmly attached to the bicycle, or without a red reflector firmly attached to the bicycle, which is clearly visible in the headlight beam of an automobile for a distance of 500 feet to the rear of the bicycle.

- f) No person may operate a bicycle on playgrounds, ball fields, tennis courts, **or sidewalks** except that small children riding three- or more-wheeled cycles may operate such cycles on sidewalks while under the supervision and control of an adult.

- g) No person shall ride a bicycle on any street or path where signs are posted prohibiting riding bicycles on those streets or paths. **(THEY WANT PSC TO LOOK AT WHAT PARKS WE SHOULD BE POSTING THESE AT IF THEY ARENT POSTED ALREADY..MEMORIAL??)**

- h) Bicycles shall not, at any time, in any place, be indiscriminately parked by anyone in such manner as to actually or possibly interfere with pedestrians or automobiles. No person shall leave a bicycle lying on the ground or paving or set against trees or otherwise in a place other than a bicycle rack when such is provided and there is space available. No person shall move or in any manner interfere with, any bicycle which is properly parked, nor shall any person interfere with, or, in any manner, hinder any person from properly parking a bicycle.

i) All bicycles, when operated on roadways, shall be kept to the right and shall be operated as nearly practicable at the right-hand edge of the roadway or sidewalk.

j) No person shall operate a bicycle on the District property, which is not equipped with a signaling device (bell, horn), in good working order and audible at a distance of 100 feet when sounded.

k) No person shall operate a bicycle faster than is reasonable and proper, and every bicycle shall be operated with reasonable regard for the safety of the rider and of other persons and property.

l) Every person operating a bicycle on District property shall observe all traffic and Illinois Vehicle Code rules and regulations applicable to motor vehicles under this chapter, except those provisions of this chapter which by their nature can have no application and except as otherwise provided by this section.

Sec. 4.8 Bribing Employees (NO CHANGES TO THIS SECTION)

No person shall give or offer any money, gift, privilege or article of value to any District employee, officer, or agent in order to violate the provisions of the Ordinance or any other District ordinance, contract, permit or statute of the State of Illinois and the United States or in order to gain or receive special consideration in applying for any use or privilege, or treatment in the use of District property. This section shall apply both on and off District property.

Sec. 4.9 Commercial Photography (NO CHANGES TO THIS SECTION)

No person shall take or cause to be taken any still or motion pictures (including video tapes), make sketches or paintings for commercial purposes or for use in commercial advertising, without first obtaining a Permit from the District.

Sec. 4.10 Disorderly Conduct (NO CHANGES TO THIS SECTION)

a) No person shall commit any act in such unreasonable manner as to alarm or disturb another and to provoke a breach of the peace.

b) No person shall engage in violent, abusive, indecent, profane, boisterous, unreasonably loud, or otherwise disorderly conduct under circumstances in which such conduct tends to cause or provoke a disturbance.

c) No person shall commit any other act which may be defined as disorderly conduct under the Illinois Criminal Code, 720 ILCS 5/26-1,2,3, or 4.

Sec. 4.11 Drugs/Cannabis/Controlled Substances (HAVE TRESSLER LOOK AT HIS RE: MEDICAL MARIJUANA...ADD A CLAUSE??)

For purposes of this section, the following words will have the following meanings:

“cannabis” means any substance so defined in the Cannabis Control Act, 720 ILCS 550/1 et seq.;

“controlled substance” means any substance so defined in the Illinois Controlled Substances Act, 720 ILCS 570/100 et seq.;

“intoxicating compounds” shall include all substances listed in the Use of Intoxicating Compounds Act, 720 ILCS 690/0.01 et seq.;

“under the influence” means affected by cannabis, any controlled substance, or any intoxicating compound in any determinable manner. A determination of being “under the influence” can be established by a professional opinion, a scientifically valid test, a layperson’s opinion or the statement of a witness.

a) No person shall bring, possess, sell, deliver to another person or use cannabis or any controlled substance upon District property.

b) No person under the influence of cannabis, intoxicating compound, controlled substance, or any combination thereof, shall enter into, be, or remain on District property.

Sec. 4.12 Dumping, Polluting, and Littering (NO CHANGES TO THIS SECTION)

a) No person shall litter, cast, throw, drop, leave, scatter, place, pile, or otherwise dump, or deposit in any manner any kind of dirt, rubbish, placard, handbill, pamphlet, circular, book, notice, flyer, other promotional material, paper of any kind, ashes, garbage, waste material, snow, ice, or other substance, whether liquid or solid, or any other refuse in or upon District property except as specifically permitted by the District. Provided, however, that paper, glass, cans, garbage and other refuse resulting from picnics or other lawful use of District property shall be deposited in receptacles provided by the District for that purpose. Where receptacles are not provided, are missing, or are full to capacity, all such

garbage, refuse, or other material shall be carried away from the area of use by the person responsible for its creation and presence, and properly disposed of elsewhere.

b) No person shall urinate or defecate on District property other than in toilets in restroom facilities expressly provided for such purposes.

c) No person shall drain refuse from a trailer or other vehicle on District property.

d) No person shall bathe or wash themselves or food, clothing, dishes, or other property at water outlets, fixtures or pools on District property, except at those areas designated by the District for such use.

e) No person shall pollute or contaminate District property.

f) No person shall dispose of fish remains on District property, except as expressly permitted by the District.

g) No person shall dispose of human or animal waste on District property except at designated locations or in fixtures provided for that purpose.

h) Any person violating this section shall be assessed the cost of removing any such improperly deposited substance or material and such charge shall be in addition to and not in lieu of any other penalties provided for in these Ordinances or applicable federal, state, local, and/or district laws, ordinances, rules, and regulations.

Sec. 4.13 Fires (NO CHANGES TO THIS SECTION)

a) No person shall light, maintain, or make use of any fire on District property, except at such places and at such times as the District may designate for such purpose and under such rules as may be prescribed by the District. In the event the District permits a person to use such a fire the person shall comply with the following requirements in addition to any other rules as may be prescribed by the District:

1) No fire shall ever be left unattended. Every fire shall be under the continuous care and direction of a competent adult from the time it is kindled until the time it is completely extinguished.

2) All fires must be properly and completely extinguished prior to any person leaving the site of the fire.

3) Dumping of ashes from grills is strictly prohibited.

4) No person shall throw or otherwise discard lighted or smoldering material in any manner that threatens, causes damage to, or results in the burning of District property or other District resources, or creates a safety hazard.

Sec. 4.14 Fireworks (NO CHANGES TO THIS SECTION)

No person shall offer for sale, expose for sale, sell, possess, use, or explode any firecracker, torpedoes, skyrocket, roman candles, bombs, sparklers, rocket, squib or other fireworks of like construction, or anything containing any explosive or inflammable compound or any tablets or other device commonly used and sold as fireworks, on District property without first obtaining a Permit from the District, or unless authorized to do so by contract with the District.

Sec. 4.15 Gambling/~~Fortune-Telling~~

No person shall play or engage in selling fortunes or futures, games of chance or in any other device or game of chance, hazard or skill, either as bookmaker, dealer, player or otherwise, for the purpose of gaming or gambling for money or other valuable things on district property, except at a fair, carnival or other organized event conducted permitted by the District.

Sec. 4.16 Games and Sports (NO CHANGES TO THIS SECTION)

No person shall engage in any sport, game, or amusement on District property where prohibited by the District. Nor shall any person walk, remain, or go upon any portion of District property designated for any particular game, sport, or amusement in such a way as to interfere with the use of that portion of District property by persons who are using the same for the particular sport, game or amusement for which it has been designated. No person shall engage in any permitted activity in a rough or reckless manner so as to endanger, injure or damage any person or property in any way.

No person shall use a golf club, baseball bat, tennis racket, or other device, to strike, hit, propel or otherwise throw any object, such as balls or rocks, on District property, except in designated areas, and only as such device is intended to be used.

Sec. 4.17 Hindering Employees (NO CHANGES TO THIS SECTION)

No person shall interfere with, unreasonably disrupt, delay, or in any manner hinder any employee of the District engaged in the performance of his or her duties.

Sec. 4.18 Hitchhiking (NO CHANGES TO THIS SECTION)

No person shall solicit a ride nor stand in or near a roadway on District property for the purpose of soliciting a ride from the operator of any vehicle.

Sec. 4.19 Impersonating an ~~Officer~~ Park District Official

It shall be unlawful for any person to unlawfully represent or impersonate any police officer or official of the District or pretend to be such officer or official.

Sec. 4.20 Indecent Conduct (NO CHANGES TO THIS SECTION)

a) No person shall commit any indecent, lewd or lascivious act on District property, or utter any lewd or offensive words within the hearing of another person.

b) No person shall appear on District property in a state of nudity or make any indecent exposure of his person or be guilty of any other lewd or indecent act or behavior.

Sec. 4.21 Loitering (NO CHANGES TO THIS SECTION)

No person shall loiter or remain on District property either alone or in consort with other persons in such a manner that: (1) unreasonably obstructs the usual use of entrances, hallways, corridors, stairways, or rooms designated for specific purposes; (2) impedes or disrupts the performance of official duties by District employees; (3) prevents the general public from obtaining the administrative or recreational services provided on District property in a timely manner; (4) restrict vehicular or pedestrian traffic or restrict free ingress to and egress from District property; after being requested to leave, move, or disperse by any employee of the District, or where the District has posted a sign or signs that prohibit loitering.

Sec. 4.22 Metal Detectors (REMOVE THIS SECTION IF LARRY DOESN'T HAVE A PROBLEM WITH IT)

No person shall operate any device which is designed for the detection of metal objects on or below District property.

Sec. 4.23 Minors (NO CHANGES TO THIS SECTION)

a) No parent, guardian, or custodian of a minor shall knowingly assist or allow such minor to do any acts on District property in violation of any law, ordinance or rule of the District. A minor is defined herein as any person who is under the age of eighteen (18) years.

b) The parent or legal guardian of an unemancipated minor who resides with such parent or legal guardian shall be liable for damages caused by the willful or malicious acts of such minor as provided in the Illinois Parental Responsibility Act, 740 ILCS 115/1, et seq. This section shall not affect the recovery of damages in any other course of action where the liability of the parent or legal guardian is predicated on a common law basis.

Sec. 4.24 Mob Action (NO CHANGES TO THIS SECTION)

No person shall engage in mob action. Mob action consists of any of the following: (i) the use of force or violence disturbing the public peace by two (2) or more persons acting together without authority of law; or (ii) the assembly of two (2) or more persons to do an unlawful act; or (iii) The assembly of two (2) or more persons, without authority of law, for the purpose of doing violence to the person or property of any one supposed to have been guilty of a violation of the law or for the purpose of exercising correctional powers or regulative powers over any person by violence.

Sec. 4.25 Obstructing Travel (IS THIS COVERED SOMEWHERE ELSE IF SO REMOVE)

No person shall set, or cause to be set or placed, any goods, wares, merchandise, or property of any kind so as to obstruct travel on District property.

Sec. 4.26 Picnics (NO CHANGES TO THIS SECTION)

a) Picnics may be held in any unrestricted area on District property not specifically set aside for other recreational activity. A Permit is required for group picnics involving fifteen (15) or more persons. Groups of less than fifteen persons do not require a Permit unless the group desires to reserve a designated area or shelter to the exclusion of others.

b) No person shall use, infringe upon or disturb a group in possession of a valid Permit, except under permission by the group possessing such Permit.

~~Sec. 4.27 Resisting or Interfering With Officer (REMOVE THIS ENTIRE SECTION)~~

~~No person shall:~~

~~1) Resist any police officer in the discharge of his/her duties;~~

~~2) In any way interfere with or hinder or prevent him/her from discharging his/her duty as such officer, or offer or endeavor to do so;~~

~~3) In any manner assist any person in the custody of any member of the police force to escape or attempt to escape from such custody, or attempt to rescue any person in custody.~~

Sec. 4.28 Skateboarding (NO CHANGES TO THIS SECTION)

No person using rollerskates, in-line skates, skateboards, rollerskis, coasting vehicles, or similar devices on District property shall interfere with pedestrian use of sidewalks or use of the streets by vehicles, or otherwise act negligently, recklessly or without due caution or in any manner so as to endanger any person or property. No person shall use such devices on any District property where such use has been posted as prohibited.

Sec. 4.29 Sleeping in Parks/Vagrancy

a) No person shall sleep on District property between ~~10:00 p.m., and 6:00 a.m.,~~ (check with city ord times The city's times are sunrise to 11pm) except when authorized to do so by a Permit from the District.

b) No person shall use District property in a manner designed or calculated to act as a substitute for a residence or means of support.

Sec. 4.30 Sledding/Snowboarding/Ice Skating (NO CHANGES TO THIS SECTION)

a) No person shall ice skate, sled, toboggan, inner tube, ski, snowboard, slide, or engage in similar activities on District property except at such times and places as the District may designate for such purposes.

b) No person shall engage in any such activity in a reckless manner that endangers that person or others, or at a speed greater than is safe and proper under the circumstances.

c) No person shall tow, push, pull, or otherwise propel another person on skis, sled, or other sliding device by use of any vehicle on District property.

Sec. 4.31 Sound and Energy Amplification

No person shall play or operate any sound amplification devices including public address systems, musical instruments and the like, or operate any other energy amplification device or musical instrument without a Permit from the District, and no such permit shall be issued or maintained where sound produced by such devices is judged by the Executive Director or his or her designee to be a public annoyance.

No person shall make or cause to be made any excessively loud or unreasonable noise which disturbs the peace. For purposes of this subsection, excessively loud or unreasonable noise is defined as noise inconsistent with or not reasonably attendant to appropriate and customary park and recreational activities, considering the nature and purpose of the actor's conduct, location, time of day or night, and other factors that would govern the conduct of a reasonably prudent person under the circumstances. This section shall include, without limitation, the loud or amplified playing of any type of audio equipment, radio or stereo, noisemaker, musical instrument, or sound equipment. This section shall not apply to the playing of any musical instrument, public speaking, or the amplification thereof, in conjunction with activities conducted, sponsored, licensed or otherwise permitted by the District.

Sec. 4.32 Swimming (NO CHANGES TO THIS SECTION)

No person shall bath, swim, wade, float, splash, or otherwise enter District waters other than at a designated swimming area. Users of designated swimming areas shall comply with all policies, rules and regulations as the District may designate for such activities, including those pertaining to swimming pools.

Sec. 4.33 Throwing Missiles (NO CHANGES TO THIS SECTION)

No person shall throw or cast any stones or other missiles on District property, except where such throwing or casting is involved in a recognized game or recreational activity, and then only upon such portions of District property as may be designated.

Sec. 4.34 Unlawful Assemblies (REMOVE THIS ENTIRE SECTION)

~~It shall be unlawful to collect, gather or be a member of any disorderly crowd, or any crowd gathered together for any unlawful purpose, or for any person to join in or stay with or near any such gathering.~~

Sec. 4.35 Weapons and Firearms (HAVE TRESSLER LOOK AT THIS SECITON...ANYTHING WITH KNIVES CAN STAY IN....WANT IT TO READ NO GUNS, ALCOHOL OR POT.. PARK DISTRICT CAN LIMIT AREAS WHERE GUNS CAN BE)

a) No person other than police officers shall bring, attempt to bring, carry, have in his vehicle, or use in any way, any gun or firearm or portion thereof upon District property, except designated shooting ranges.

b) No person shall bring, attempt to bring, carry, or have in his vehicle, or use in any way, any knife having a blade longer than 3 inches, any air gun, pellet gun, or sling shot on District property.

c) No person shall bring, attempt to bring, carry, have in his vehicle, or use in any way, any explosives, ammunition, or bottles of gasoline with a rag attached.

d) No person shall bring, attempt to bring, carry or use in any way, any bow or arrow upon District property except as approved by the District as part of a directly supervised park program.

e) No person shall use or explode any toy pistol, toy cannon, toy cane, or toy gun in which explosives are used, or use or explode any blank cartridge, on District property except that starter pistols may be used for sporting or athletic events authorized by the District.

Chapter 5. Vehicles

For purposes of this article, the terms used herein shall have the meanings assigned under the Illinois Vehicle Code (625 ILCS 5/1-1 et seq.).

Sec. 5.1 ATV's and Off-Highway Motorcycles

No person shall drive or operate any ATV or off-highway motorcycle on District property, except under the following circumstances:

- a) In such areas and at such times as are specifically designated by the District;
- b) When such vehicles are used by law enforcement officers or District employees or agents for law enforcement or District purposes; or
- c) In the case of an emergency.

Sec. 5.2 Drag Racing

For purposes of this section, "drag racing" means the act of two or more individuals competing or racing on District property in a situation in which one of the motor vehicles is beside or to the rear of a motor vehicle operated by a competing driver and the one driver attempts to prevent the competing driver from passing or overtaking him, either by acceleration or maneuver, or one or more individuals competing in a race against time on any street or roadway on District property.

No person who is an operator of a motor vehicle on District property may be a participant in the act of drag racing. A person found guilty of drag racing shall be fined in an amount no less than ~~\$50.00~~ \$500 but no greater than ~~\$500.00~~ \$2,500.

Sec. 5.3 Driving Under the Influence

No person shall drive or otherwise operate nor attempt to drive or otherwise operate a vehicle on District property while under the influence of alcoholic liquor, cannabis, controlled substance, or any other intoxicating compound, drugs, or any combination thereof.

Sec. 5.4 Driving Upon Sidewalk

No person shall drive any motor vehicle District property upon a sidewalk or sidewalk area located on District property except upon a permanent or duly authorized temporary driveway or for routine maintenance, utility or emergency service or for special delivery or pickup involving

goods or customer services. A person found guilty of violating this section shall be fined in an amount no less than ~~\$10.00~~ \$500 but no greater than ~~\$200.00~~ \$2,500.

Sec. 5.5 Mufflers

No person shall operate a motor vehicle on District property, which is not equipped with a muffler adequate to deaden the sound of the engine.

Sec. 5.6 Parking, Standing, or Stopping

(Staff needs to put up no idling signs throughout the district put in a clause for excessive heat and cold)

a) No person driving or in charge of a motor vehicle shall permit it to stand unattended without first stopping the engine, locking the ignition and removing the keys and when standing upon any perceptible grade, without effectively setting the brake thereon and turning the front wheels to the curb or side of the roadway.

b) No person shall park a vehicle on District property except in established or designated parking areas, in accordance with the posted directions and markings or with the directions of any attendant who may be present.

c) No person shall park any vehicle or allow any vehicle to remain parked on District property beyond the normal closing hour of the District, except when a different closing hour has been designated by the District for that area or unless express written permission therefore has first been obtained from the District.

d) No person shall stop, stand, or park any vehicle on District property so as to obstruct or interfere with traffic or travel or endanger the public safety, and no person shall stop, stand, or park any vehicle in any of the following places except when otherwise designated, or when necessary to avoid conflict with other traffic or when in compliance with the directions of a District employee:

1) On the left side of any roadway;

2) On parkways, lawn areas, and grounds;

- 3) In front of a public or private driveway;
- 4) Within any intersection;
- 5) Within any crosswalk;
- 6) Within 20 feet of any intersection or crosswalk;
- 7) Within 30 feet of any stop sign or traffic control signal, other than in a marked parking space;
- 8) On the roadway side of any vehicle stopped or parked at the edge or curb of the roadway (“double parking”);
- 9) In a position to block another vehicle lawfully parked;
- 10) On any sidewalk;
- 11) At any place where official signs or other markings prohibit parking, or where curbs have been painted yellow;
- 12) Within 15 feet of a fire hydrant;
- 13) In a fire lane or within 8 feet of the entrance to a fire lane;
- 14) Within 20 feet of the driveway entrance to any fire station and on the side of a street opposite the entrance to any fire station within 75 feet of such entrance (when properly signposted);

15) Between a safety zone and the adjacent curb or within 30 feet of points on the curb immediately opposite the ends of a safety zone, unless a different length is indicated by signs or markings;

16) Alongside or opposite any street excavation or obstruction when stopping, standing, or parking would obstruct traffic;

17) Upon any bridge or other elevated structure upon a roadway, or within a roadway tunnel;

18) On any railroad tracks or within 50 feet of the nearest rail of a railroad crossing;

19) On a controlled access roadway;

~~20) In the area between roadways of a divided highway, including without limitation crossovers; and~~

21) At any place or time where a permit or sticker is required by the District for parking unless the required permit or sticker has been obtained and is displayed on the vehicle.

e) No person shall park a vehicle upon any roadway or in any public off street parking facility on District property for any of the following purposes:

1) To display such vehicle for sale; or

2) To perform maintenance or repair of such vehicle, except for repairs necessitated by an emergency; or

3) To sell goods or services from such vehicle unless authorized by the park district.

f) Notwithstanding any contrary provision contained in this section the operator of an authorized emergency vehicle may park or stand irrespective of the provisions of this Ordinance.

g) No person shall move a vehicle not lawfully under his control into any such prohibited area or away from a curb such distance as is unlawful.

h) Except as otherwise provided, every vehicle stopped or parked upon a one-way roadway on District property shall be so stopped or parked parallel to the curb or edge of the roadway, in the direction of authorized traffic movement, with its righthand wheels within twelve (12) inches of the righthand curb or as close as practicable to the right edge of the righthand shoulder or, where permitted, with its lefthand wheels within twelve (12) inches of the lefthand curb or as close as practicable to the left edge of the lefthand shoulder.

i) Penalty Provisions for Parking Violations.

1) Every person in whose name a vehicle is registered pursuant to law and who leases such vehicle to others, after receiving written notice of a violation of this section involving such vehicle, shall upon request provide the District with a written statement of the name and address of the lessee at the time of such offense and the identifying number upon the registration plates and registration sticker or stickers of such vehicle.

2) No person who is the lessor of a vehicle pursuant to a written lease agreement shall be liable for the violation of any parking or standing regulation of this section involving such vehicle during the period of the lease provided that upon the District's request received within 120 days after the violation occurred, the lessor provides within 60 days after such receipt the name and address of the lessee. The driver's license number may also be requested by the District if needed for enforcement of this section.

3) Whenever any vehicle has been parked in violation of these section prohibiting or restricting vehicular standing or parking, the person in whose name the vehicle is registered with the Secretary of State of Illinois shall be prima facie responsible for the violation and subject to the penalty therefore.

4) Whenever any vehicle is parked in violation of any parking provision of this section, any law enforcement officer observing such violation may issue a parking violation notice and serve the notice on the owner of the vehicle by handing it to the operator of the vehicle if he is present or by affixing it to the vehicle in a conspicuous place. The issuer of the notice shall specify on the notice his identification number, the particular parking regulation allegedly violated, the make

and state registration number of the cited vehicle, and the place, date, time, and nature of the alleged violation and shall certify the correctness of the specified information by signing his name to the notice.

5) A parking violation notice issued, signed, and served in accordance with this section, or a copy of such notice, shall be deemed prima facie correct and shall be prima facie evidence of the correctness of the facts shown therein. The notice or copy thereof shall be admissible in any subsequent administrative or legal proceeding.

6) Any violation of the parking provisions of this section or any provision of the Illinois Vehicle Code prohibiting or restricting vehicular standing or parking shall be a civil offense punishable by fine, and no criminal penalty, or civil sanction other than that prescribed in this section, shall be imposed.

7) Any person who violates or fails to comply with any provision of this section shall be fined not less than \$30.00 and not more than \$500.00 for each offense.

8) Any person on whom a parking violation notice has been served shall within fourteen (14) days from the date of the notice either pay the indicated fine or, in the manner indicated on the notice, request a court hearing to contest the charge, violation, or violations.

9) If the respondent requests a court hearing to contest the cited violation or violations, the office of the Chief of the Park Police shall arrange such a hearing and shall notify the respondent in writing of the time and place of the hearing.

10) A notice sent pursuant to this section shall state that failure to pay the indicated fine or failure to request a court hearing will constitute a debt due and owing the District, and as such may be collected in accordance with applicable law. Payment in full of any fine and/or penalty resulting from a standing or parking violation shall constitute a final disposition of that violation.

Sec. 5.7 Riding Outside Vehicles

a) No person shall ride upon the fenders, running boards, bumpers, hood, or any other exterior part of any vehicle on District property.

b) No person shall cling or attach himself, his vehicle, or any other object, to any other vehicle on District property.

Sec. 5.8 Right-of-Way

a) Every operator of a vehicle shall yield the right-of-way to a pedestrian at any marked crosswalk or within any unmarked crosswalk at any intersection on District property.

b) Every operator of a vehicle shall exercise due care to avoid colliding with pedestrians upon any roadway on District property, shall give warning to any pedestrian in the roadway by sounding the horn when necessary, and shall exercise proper precaution upon observing any child, confused person, or disabled person upon a roadway.

c) Every pedestrian crossing at a roadway on District property at any point other than within a marked crosswalk or within an unmarked crosswalk at any intersection shall yield the right of way to vehicles upon the roadway.

d) Except as otherwise provided herein, the operator of a vehicle approaching an intersection on District property shall yield the right-of-way to a vehicle that has already entered the intersection from a different roadway. When two (2) vehicles approach an unmarked intersection from different roadways at approximately the same time, the operator of the vehicle on the left shall yield the right-of-way to the vehicle on the right.

Sec. 5.9 Snowmobiles

For purposes of this subsection, a “snowmobile” shall be defined as any self-propelled vehicle intended for travel primarily on snow, driven by a track or tracks in contact with the snow, and steered by ski or skis in contact with the snow.

No person shall drive, ride, or otherwise operate a snowmobile on District property.

Sec. 5.10 Speed Limit

No person shall operate, propel or cause to be propelled a vehicle on any road, drive, or parking area at a speed greater than the speed limit posted along the right-of-way or, in the absence of such posted limit, at a speed in excess of 10 miles per hour. (staff should post speed limit signs)

Sec. 5.11 Towing

Any unattended vehicle in violation of any provision of this ordinance may be towed at owner's expense.

Chapter 6. Permits (Have Tressler review this section)

Sec. 6.1 Permit Process

For purposes of this section, the term "exercise of First Amendment rights" shall include, without limitation, parades, marches, demonstrations, rallies, religious services, speeches, solicitation of votes, petition signatures or contributions, picketing and leafleting.

a) Permits may be granted upon proper application and approval where the applicable section of these Ordinances or any other District ordinance, policy, rule, or regulation requires a Permit in order to engage in a particular use or activity.

b) Every person requesting a Permit shall complete and file a written application with the Executive Director or his or her designee on forms provided by the District and pay applicable application fees at the District's administrative offices located at 102 E. Wesley Street, Wheaton, IL 60187 The application shall be dated and stamped when received and a receipt shall be issued to the applicant.

c) Unless otherwise provided in another section of these Ordinances or District ordinance, rule, or regulation, all applications for Permits not involving the exercise of First Amendment rights must be received by the District at least twenty-one (21) calendar days prior to the use for which a Permit is sought. Applications for Permits involving the exercise of First Amendment rights must be received by the District at least three working days prior to the event requested.

d) Except for applications for Permits involving a commercial activity or for the sale or delivery of alcoholic beverages, the District shall issue the requested Permit without unreasonable delay unless:

1) The proposed activity violates any federal, state, local, or District law, rule, or regulation;

2) A prior application for a Permit for the same date, time, and location has been or will be granted and the use authorized by that Permit does reasonably allow multiple occupancy of that particular location by more than one permittee;

3) The proposed use is of such a nature that it cannot reasonably be accommodated in the particular location applied for, considering, without limitation, the likelihood of such things as damage to District resources or facilities, damage to an environmentally sensitive or protected area's ecosystem, impairment of a protected area's atmosphere of peace and tranquility, unreasonable interference with District functions, buildings, facilities, operations, programs or activities, or unreasonable interference with the use or purpose of the District property applied for;

4) The proposed use would substantially impair the operation or use of facilities or services of District concessionaires or contractors; or

5) The proposed use would so dominate the use of District property as to preclude other persons from using and enjoying them.

e) If the application is approved, the District shall issue a written Permit to the applicant. If the application is denied, the District shall issue the applicant written reasons for denying the application.

f) If an application is denied on the basis of a scheduling conflict or inappropriateness of the location, duration, or time of the activity, the District will make a reasonable effort to arrange an alternative location, duration, or time that is acceptable to the applicant. If the District denies an application pursuant to section (specific sections), or the applicant is dissatisfied with such Permit as issued, he may appeal the decision to the Board. If the Board rejects the appeal after full review, or if time for full review is not available, the applicant may appeal the decision to the appropriate state or federal court. All other decisions on the issuance of Permits by the District are final.

h) Any Permit granted by the District shall contain lawful prerequisites to the issuing of the Permit and restrictions on the conduct of the permitted use including without limitation: payment of a reasonable fee; general liability insurance coverage; an agreement to fully indemnify and hold the District harmless from any liability or costs resulting from the use; a requirement that the persons involved in the use observe all federal, state, local, and District laws, ordinances, rules, and regulations; time, duration, and location restrictions; restoration deposit; a written agreement by the applicant to fully restore any District property soiled or damaged by the use; and, any reasonable restriction necessary for the efficient and orderly contemporaneous administration of the use, other activities with a Permit and regular District uses, functions, programs, and activities.

i) Any person holding a valid Permit issued by the District for use of District property may use that District property to the exclusion of any other person except the District and its employees and authorized agents.

j) Subject to the terms of subsection (g) above, the District may make necessary changes or place necessary additional restrictions on any Permit after it has been issued.

k) Violation of the terms, restrictions and conditions contained in the Permit may result in the suspension or revocation of the Permit.

l) Unless as specifically provided elsewhere in the Ordinances, no Permit shall be issued for a period in excess of seven (7) consecutive calendar days. A Permit may be extended for like periods of time pursuant to a new application, unless another person has requested use of the same location and use of that location by more than one permittee is not reasonably possible.

m) For uses involving the exercise of First Amendment rights, the District may waive any application or Permit fees if the applicant demonstrates that the cost of such fees is prohibitive. An applicant must request such a waiver in writing.

Chapter 7. Offenses Affecting Park Functions

Sec. 7.1 Police/Security Force

The ~~District force~~ Wheaton Police Department shall be the conservators of the peace on District property, and shall be responsible for the enforcement of all federal, state, local, and District laws, ordinances, rules, and regulations on District property.

All city, county, state and other law enforcement authorities shall be authorized to enforce all laws and regulations, including District ordinances, on District property.

Sec. 7.2 General Penalty

a) In all cases where the same offense is made punishable or is created by different clauses or sections of these Ordinances, the prosecuting officer may elect under which to proceed, but not more than one recovery shall be had against the same person for the same offense; provided that the revocation of a license or Permit or fine imposed in an administrative hearing shall not be considered a recovery or penalty so as to bar any other penalty being enforced.

b) Where an act or omission is prohibited or declared unlawful and no penalty or fine or imprisonment is otherwise provided, the offending person shall be fined not less than ~~\$100~~ \$500 nor more than ~~\$1,000~~ \$2,500 for each offense. Each day that a violation continues shall be deemed a separate offense. In addition to any fine, the District may revoke the privilege to use all or some of the facilities of the District for such length of time as is determined appropriate by the District.

c) In case of amendment of any section of these Ordinances containing the provisions for which a penalty is provided in another section, the penalty so provided in such other section shall relate to the section so amended or the amending section, whether re-enacted in the amendatory ordinance or not unless such penalty is specifically repealed therein.

~~d) Whenever a finding of guilty is entered by the Court or a plea of guilty is entered by a defendant, the Court may, in addition to fine imposed, enter an order to pay restitution with restitution to be in an amount not to exceed actual out-of-pocket expenses or loss proximately caused by the conduct of the defendant. The Court shall determine the amount and conditions of payments.~~

~~e) Whenever the Court finds any person guilty of failing to pay a fine assessed for violation of a municipal ordinance, and such person is subsequently incarcerated for contempt of court based on such violation, there shall be allowed a credit of twenty dollars (\$20.00) for each day of incarceration to be applied to that person's outstanding fine.~~

f) No provisions of these Ordinances designating the duties of any officer or employee shall be construed as to make such officer or employee liable for any fine or penalty provided in these Ordinances for a failure to perform such duty, unless the intention of the Board to impose such a fine or penalty on such officer or employee is specifically and clearly expressed in the section creating the duty. **The Executive Director has discretion to seek either financial restitution or community service to the district for damages occurred to district property.**

TO: Board of Commissioners
FROM: Michael Benard, Executive Director
RE: Museum Foundation Board Selection Process
DATE: August 15, 2014



SUMMARY:

The Board of Park Commissioners requested that a formal process be drafted for the selection of Museum Foundation Board Members. This process will be further reviewed and edited by Commissioners Luetkeans and Morrill at the Finance Subcommittee Meeting scheduled for August 22.

The Board of Park Commissioners previously requested a Foundation Status Report which was submitted in July. The status report has been updated and is attached.

PREVIOUS COMMITTEE/BOARD ACTION:

The Intergovernmental Agreement between Wheaton Park District and DuPage County Historical Museum signed on June 24, 2008 (County Board Chairman) and July 16, 2008 (Wheaton Park Board President), specifies the following:

1.12 Advisory and Fundraising Board: COUNTY and PARK DISTRICT hereby acknowledge the Board established by COUNTY Resolution GE-0002-04 on March 23, 2004 (the "Resolution").

1.12.1 COUNTY and PARK DISTRICT agree that the purpose of said Board, as established by the Resolution, shall be fundraising for the MUSEUM and advising the COUNTY and PARK DISTRICT on matters relating the MUSEUM'S mission and strategic direction, and that said BOARD shall not have authority over the MUSEUM'S operations and staff.

1.12.2 COUNTY and PARK DISTRICT acknowledge that said Board is now incorporated as the DuPage County Historical Museum Association, Inc (the "ASSOCIATION"), a 501(c)3 not-for-profit Illinois Corporation.

1.12.3 COUNTY and PARK DISTRICT shall each appoint fifty percent (50%) of the Trustees of the ASSOCIATION, the total number being in accordance with ASSOCIATION bylaws, and, in accordance with ASSOCIATION bylaws, the ASSOCIATION Trustees may elect one additional Trustee.

REVENUE OR FUNDING IMPLICATIONS:

None at this time.

STAKEHOLDER PROCESS:

We have reviewed material provided by the WDSRA Foundation and the Conservation Foundation related to this topic.

LEGAL REVIEW:

Upon draft completion, Staff will seek PDRMA and/or Legal Counsel review.

ATTACHMENTS:

1. Museum Foundation Status Report
2. Draft Process

ALTERNATIVES:

None at this time.

RECOMMENDATION:

Park Board to review and make comment to the Executive Director and / or Subcommittee on the attached draft for review on the 22nd.

Museum Foundation Board Status Report August 15, 2014 – M. Benard

Pursuant to the Intergovernmental Agreement between the County of DuPage and the Wheaton Park District which was executed in June and July of 2008:

Advisory and Fundraising Board (previously “Association” currently “Foundation”) County and Park District acknowledge the Board established by County Resolution GE-0002-04 in March 2004

- Advisory and Fund Raising are primary missions – no authority over staff and operations
- County and Park District shall each appoint fifty percent of the trustees of the Foundation
- Per the bylaws (as referenced in the IGA) membership is no less than 3 and no more than 12
- Park District Executive Director, shall at all times be a member of the Board
- Foundation Board may appoint/elect one additional trustee
- Four year terms

Board Members

Original Park District Appointments – March 2010 WPD Res 2010-03A

- | | |
|--------------------|-------------------------------|
| 1. Benard | Per IGA |
| 2. Michael Fortner | State Rep (West Chicago) |
| 3. Don Puchalski | County Board Member (Addison) |
| 4. Open | |
| 5. Open | |
| 6. Open | |

Existing Board Members when Park District Assumed operation – re appointed – the rest resigned

- | | |
|------------------|---|
| 1. Bob Jacobsen | Packaging Business Owner and Historian (Wheaton) |
| 2. Tim Elliot | Lawyer and Glen Ellyn Village Trustee (GE) |
| 3. Kieth Letsche | Lawyer and Historian (West Chicago) |
| 4. Amy Grant | New County Appointment in August /County Board Member (Wheaton) |
| 5. Open | |
| 6. Open | |

Internal Board Appointment (13th appointment if full roster of 6 and 6)

- | | |
|------------------|--|
| 1. Scott Shorney | Hope Publishing Owner / Also Cosley Foundation Board (Wheaton) |
|------------------|--|

Current Status

Excepting Shorney- all current members have served for 6 years as of March of 2014 and are all up for reappointment at the Park Board’s discretion. The Foundation plans to hold an annual meeting in September or October. The Park Board will receive recommendations for appointments in August or September.

Foundation Financial Status

2013 audit indicated a \$30,000 net
2010, 2011 and 2012 were essentially break even years

Foundation Strategic Planning

A Consultant was engaged and created a Fundraising Plan and a Board Development Plan – both plans are being pursued.

Future Park District Appointments

Benard is developing a process for vetting possible appointees and provide recommendations for approval.

Board Membership Program Policy

Role of the Foundation Governance Committee in Board Development

Following the Board Membership Program Policy, the Governance Committee will:

- Develop new board member criteria (gap analysis)
- Help create list of prospective board members
- Help recruit potential board members
- Present potential members to the full board
- Help provide orientation to new board members
- Provide regular recognition to board members

Outline for Board Development Program

Development of the board is the most fundamental activity needed to build and maintain a strong nucleus for a nonprofit organization. It is the responsibility that boards should put near the top of their list of priorities. The board development process consists of five elements:

1. **Nomination and Recruitment-** the process of identifying the right individual to meet the needs of the organization and convincing him/her to become part of the board.
2. **Orientation-** the steps taken to give new board members information on background, programs and the culture of the organization.
3. **Training-** the regular efforts to build new skills and abilities among existing board members.
4. **Board Evaluation-** the annual task of evaluating the board's effectiveness in attaining the organization's strategic goals.
5. **Recognition-** the ongoing process of recognizing work well-done by the board and thanking board members that are leaving the board.

1

BOARD NOMINATION & RECRUITMENT PROCESS

1. **Develop criteria for new board member profile.**

Develop criteria to identify the skills, background and demographics to be represented on the board. Establish the priorities and the initial profiles to be recruited.

2. **Identify recruiting prospects.**

Identify the people and organizations to contact as part of the recruiting process. Get the names and numbers of people to be contacted as prospects for the board. As part of this process, try to understand what each person could bring to the board. Use the Advisory Council and major donor lists as a source of prospects.

3. **Narrow the list of potential board members to top prospects.**

Go through the list of possible board members and narrow the list to the strongest core group. Prioritize the list of remaining applicants based on the diversity needs of the board. Obtain the blessing of the board before proceeding with contacting the prospects. Make plans for immediate follow-up with the core group prospects after board approval.

4. **Assign contact person to each prospect.**

Assign an individual to contact each of the board prospects. Give each contact person the appropriate recruiting materials, including orientation packet, and job description. If the prospect is interested, give her or him the materials and discuss the next steps. Coordinate with the Executive Director.

5. **Contact top prospects.**

Set up interviews with top prospects. Interview should include a board member and the Executive Director. Focus discussion on how the candidate may best serve the Foundation (board member, Advisory Council, etc.) and the identification of other possible prospects. Assess the prospect's interests and skills. Discuss any potential conflict of interest.

Introduce the prospect to the Foundation and its goals at an initial meeting with a recruiting board member and the executive director. Have the recruiting board member pitch the organization and the positive aspects of becoming more involved in a leadership position (board, Advisory Council, etc.). At that time, give the prospect an information packet. Schedule a visit to the office by the prospective member to see programs in action or to talk with the staff, if necessary.

6. **Prepare Slate of Candidates for Approval**

After interviewing the top prospects, the Board Membership Committee will meet to discuss each candidate and a slate will be presented to the entire board for approval. The committee's recommendations must be unanimous, as well as the board's.

2

BOARD ORIENTATION PROCESS

1. New Member Orientation

A “congratulations letter” will be sent to the new board member asking for their acceptance. Schedule a meeting between the new board members and key people in the organization. Provide a detailed Board Member Manual, which should include bylaws, program descriptions, current budget, last audited financial statements, list of board members and their addresses, lists of committee and staff assignments, copies of minutes for the previous year, and a copy of the strategic or long-range plan. Also, review the different committees and seek what committee the new board member is interested in serving.

2. During First Three Months

At first board meeting, introduce new member to all current board members and staff.

Have regular check-ins with Executive Director to answer questions and help member become acquainted.

Assign a specific committee task as part of regular implementation process, if appropriate.

Continue orientation to the work of the board.

Continue to provide written background material to answer questions.

3

BOARD TRAINING PROCESS

1. Consult with appropriate committee chair and staff to obtain full involvement of new member, if assigned.
2. Provide assistance in carrying out responsibilities.
3. Provide opportunities for board members to attend special workshops related to the assignments and interest of the member. Provide special leadership training to current and prospective officers. Board members will be encouraged to attend not-for-profit or museum or related seminars, meetings and conferences throughout their tenure on the board.

4 BOARD EVALUATION PROCESS

Each year, the board will complete a board self-evaluation. The President will lead this process. The evaluation is for the entire board (not for individual board members). The President and Executive Director will review the results of the evaluation and share with the Chair of the Board Membership Committee for use in new member recruitment and overall organizational/board improvements.

Why Evaluate The Board?

- To ensure that the board proactively represents the conservation interests of the community.
- To determine if the board is achieving its objectives in policy development and specific board tasks.
- To pinpoint board strengths and weaknesses (demographics, expertise, etc.).
- To evaluate the success of the board's role in achieving the strategic plan.
- To foster growth and development of the individual board members by providing individual feedback to board members as requested.
- To look for opportunities to bring new members to the board.
- To highlight areas in which the Foundation should change.
- To give perspective to board functions and allow the board to look at an overview of future tasks.

5 Board Member Recognition

Ways the Foundation will recognize board members will include, but not be limited to:

- Upon approval to the board, a press release will be sent to the local papers.
- An article and photo will appear in the Foundation's newsletter introducing the new board member to the membership.
- The newsletter article and photo will be placed on the Foundation's web site.
- Board members will be introduced at luncheons, dinners and other Foundation events.
- Board members names and, when appropriate, affiliations will be listed in Foundation publications.

Perhaps most important, board members will be recognized on an ongoing basis, as their input is both appreciated and respected at all times.

Guidelines for Recruiting New Board Members

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The following guidelines should be modified as necessary to conform to the particular culture and purpose of the organization.

It's very important to keep the perspective that your board deserves highly skilled and participative board members. Don't erode your goals and believe that you are lucky to get anyone at all.

When you set out to recruit new members, the most important consideration is know what kind of skills are currently needed by the board. Consider the nature of issues and goals currently faced by the organization, for example, if you're struggling with finances then seek a member with strong financial skills. It's highly useful to use a Sample Board Recruitment Grid.

1. Maintain an up-to-date list of potential board candidates, including the particular skills they can bring to the organization. This is often done by the Nominating Committee or the Board Development Committee.
2. Develop a Sample Board Application Form for prospective new board members. The form should solicit information

about the potential new member, including biographical information, why they want to join this board, what they hope to bring to the board, what they would like to get from their board membership and any questions they might have.

3. Per any scheduling in the By-laws and/or after strategic planning, reference major strategic goals for the organization and the chief executive to identify what skills would be highly useful to the board, e.g., if new people will be hired, the board may desire people with human resource skills, etc.

4. Reference the list of potential candidates to recruit for board membership and ask to meet with them.

5. Prospective board members should meet with the board chair and the chief executive, hear an overview of the organization and receive relevant organizational materials describing the organization's products or services, receive a board member job description and a board member application form. The prospective new member should hear about how the organization orients new members. Provide names of several board members whom the prospective new member might contact with any questions.

7. Identify if there are any potential conflicts of interest with the candidate, e.g., is he or she on the board of a

competing organization, a vendor of the organization,
etc.

8. Invite the prospective new member to a board meeting. Notify current board members that a potential new member will be attending. Consider name tags to help the potential new member be acquainted with board members. Introduce the member right away in the meeting and, at the end of the meeting, ask the potential new member if they have any questions. Thank them for coming.

9. Shortly after the meeting, call the prospective new member to hear if they want to apply for joining the board or not. If so, solicit their completed board member application and provide all applications to the board for their review and election.

10. Notify new members (those who have been elected) and invite them to subsequent board meetings and the board orientation.

See the following link that explains what a potential board member should consider before joining a board

Considerations before joining a board

Return to Recruiting and Orienting New Board Members

TO: Board of Commissioners
FROM: Mike Benard, Executive Director
THROUGH: Andy Bendy, Director Special Facilities
Dan Novak, Superintendent of Special Facilities
RE: Resident comments regarding pool pass pricing
DATE: August 20, 2014



SUMMARY:

During July 16th Board meeting, a resident requested clarification regarding our coupon books for Resident Aquatic Guest Pass pricing versus our Nonresident-Guest Pass. She stated the price points per visit do not match in discount savings.

Resident Guest Pass booklets are \$30. This coupon booklet contains 4 coupons. Each coupon is valid for 1 single guest, adult or child. Pricing is \$7.50 per person (4 passes x \$7.50 = \$30), adult or child. Note there is no price break for a child's visit.

The intention of this coupon book is for Wheaton residents to purchase nonresident admission at a discounted rate for their guests. Daily Admission at Rice Pool, for a nonresident is \$13.00 for each adult, \$8.25 per child/senior versus \$7.50 per the coupon book. The booklets are not intended to replace a resident season pass but are meant to enhance a resident and/or pool pass member's ability to include friends and family in their visits to our aquatic facilities.

Nonresident Guest Pass booklets are \$200. This coupon booklet contains 10 coupons for 10 visits; each visit is valid for up to 4 guests but as few as one guest. These four guests can comprise of all adults or all children or any combination thereof. Pricing is \$5 per person (40 coupons divide by \$200 = \$5 per coupon), adult or child. Note there is no price break for a child's visit.

The intention of this pass is for a nonresident who prefers not to purchase a season pool pass but plans on visiting the facility at least 10 times. Nonresident Season Pass for a family of 4 was offered May 1 at \$326 for unlimited visits. If purchased prior to April 30, the price was \$295.

In conclusion, the resident statement was correct stating that resident guest passes are more than non-resident passes based on the average. Keep in mind that a resident guest booklet (4 passes only) is \$30 and a non-resident booklet (40 passes) is \$200.

PREVIOUS COMMITTEE/BOARD ACTION:

REVENUE OR FUNDING IMPLICATIONS:

STAKEHOLDER PROCESS:

LEGAL REVIEW:

ATTACHMENTS:

ALTERNATIVES:

RECOMMENDATION:

daily fees & coupon books



Northside Family
Aquatic Center
West Street, Northside Park
630.653.3345

Rice Pool & Water Park
1777 S. Blanchard
630.653.8884

Community Center
1777 S. Blanchard
630.690.4880



Daily Fees at Northside Family Aquatic Center

	Resident w/Photo I.D.*	Nonresident
Child under 18	\$5.00	\$ 7.50
Adult 18 & over	\$8.25	\$12.25
Senior 60 & over	\$5.00	\$ 7.50

Daily Fees at Rice Pool & Water Park

	Resident w/Photo I.D.*	Nonresident
Child under 18	\$5.50	\$ 8.25
Adult 18 & over	\$8.75	\$13.00
Senior 60 & over	\$5.50	\$ 8.25

Twilight rate after 5 p.m. is 50 percent less.

*2014 resident Wheaton Park District Photo I.D.s are required to qualify for resident daily fee rates. Park district nonresidents are not eligible for resident photo I.D.s.

Save! Pay Per Visit with Coupon Books | Valid 2014 Season Only

Resident Guest Books - Only \$7.50 Per Guest

- Coupons are good for either pool, are nonrefundable, and are valid for the 2014 season only.
- This offer allows you to bring family and friends at a discounted rate.
- Coupon Book: \$30 – Allows a total of four admissions per book.



Nonresident Visit Pass - Only \$20 Per Visit for up to 4 People

- Coupons are good for either pool, are nonrefundable, and are valid for the 2014 season only.
- 10-coupon book: \$200 – Up to four people can enter on one coupon per visit.



Coupon books can be purchased onsite at the pools or at the Community Center (1777 S. Blanchard Road).