

**GENERAL ORDINANCE
OF
RIDGEVILLE PARK DISTRICT**

Revised October 10, 2019
(See attached minutes)

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THE REVISED GENERAL ORDINANCE OF THE RIDGEVILLE PARK
DISTRICT, COOK COUNTY, ILLINOIS

BE IT ORDAINED BY THE COMMISSIONERS OF THE RIDEVILLE PARK
DISTRICT, COOK COUNTY, ILLINOIS THAT: the following ordinance be and
the same hereby is approved and adopted as the Revised General Ordinance of the
Ridgeville Park District:

CHAPTER 1. DEFINITIONS, CONSTRUCTION AND SCOPE

SECTION 1.01 Short Title. This Ordinance regulating the administration of the
Ridgeville Park District and the use of the parks and property owned or controlled by the
Ridgeville Park District shall be known and cited as the Revised General Ordinance of the
Ridgeville Park District.

SECTION 1. 02 Definitions. Unless otherwise expressly stated elsewhere in the
Ordinance, for purpose of this Ordinance the following words, terms, and phrases shall have the
meanings given herein:

“Alcoholic Liquor” is defined as provided in the Illinois Liquor Control Act, Ill.
Rev. Stat., Ch. 43, as amended from time to time hereafter from the date hereof.

“Board” is the Board of Commissioners of the Ridgeville Park District by whom
the business of the Ridgeville Park District is transacted.

“Cannabis” is defined as provided in the Illinois Cannabis Control Act, Ill. Rev.,
Ch. 50 ½, 701 et seq., as amended from time to time hereafter from the date hereof.

“Code” is defined as the Illinois Park District Code, Ill. Rev. Stat., Ch. 105, 1-1 et seq., as amended from time to time hereafter from the date hereof.

“Controlled Substance” is defined as provided in the Illinois Controlled Substances Act, Ill. Rev. Stat., Ch. 50 ½, 1100 et seq., as amended from time to time hereafter from the date hereof.

“Field House” is that building located in Kamin Park which is commonly referred to as the Field House.

“Park District” is the Ridgeville Park District, Cook County, Illinois.

“Permit” is the written authorization issued by or under the authority of the Park District to a person to do or engage in a particular act or acts on Park District property, subject to the terms and conditions specified therein.

“Person” is every natural person and every association, corporation, firm, partnership, or entity of any kind, or any agent, employee, or officer thereof, except the Park District and any authorized agent, employee (full or part-time, regular, or temporary) or officer of the Park District when acting within the scope of his or her authority.

“Vehicle” is any land conveyance, whether motor powered or self-propelled, including, without limitation, any tractor in tow or any size, kind, or description, except baby carriages, bicycles when properly used on walks and vehicles in the service of the Park District.

SECTION 1.03. Construction and Scope

- (a) In the interpretation of this Ordinance, its provisions shall be construed as follows: (1) Where the context permits, masculine or female gender shall include the opposite gender thereof, as well as the neuter gender, and words in the singular number shall include the plural number; (2) the word “shall” is always mandatory and not merely directory; (3) no provision in the Ordinance shall make unlawful any act performed by any agent, employee or officer of the Park District or any police officer of the City of Evanston when acting within the scope of his or her authority or in his or her line of duty or responsibility as much or any other person summoned by any such person to assist him or her in such act; (4) this Ordinance is in addition to and supplemental to all applicable federal, state and local laws and ordinances, including, without limitation, the Code; (5) the descriptive headings of this Ordinance are for convenience, nor be used in the interpretation of any of the provisions of this Ordinance; and (6) any attempt to commit an act of engage in any activity prohibited in this Ordinance shall be treated in the same manner as the commission of such act of engaging in such activity and shall be subject to the same penalties.
- (b) This Ordinance shall apply to and be enforceable within and upon all Park District property and shall regulate the use thereof by all persons.

CHAPTER 2. OFFICERS

SECTION 2.01. Administration of Park District. The management and control of all officers, employees, property, and business of the Park District shall be vested in the Board of the Park District as provided in the Code. The Board of the Park District shall constitute the corporate authority thereof and shall consist of five persons as provided by the Code, which persons shall hold office for the period fixed by the Code.

SECTION 2.02 Statutory Officers. The Board shall elect from among their number of President and Vice-President and shall also appoint a Secretary and Treasurer who need not be members of the Board.

SECTION 2.03. Non-Statutory Officers. In addition to those officers created by Section 2.02, herein, there is hereby created the office of Director of Parks and Recreation, which office shall not be held by a member of the Board. From time to time a majority of the Board may consolidate or expand the number of non-statutory officers, or reassign the duties of such officers, which duties are set forth in the Ordinance, without restriction or limitation. To the extent the Board elects to change the number or reassign the duties of such non-statutory officers shall be construed in accordance with the Board's action.

SECTION 2.04. Attorneys. The Board may appoint or employ an attorney to represent the Park District and to provide legal counsel thereto.

SECTION 2.05. Election and Appointment of Officers. All officers other than those whose terms or tenure are fixed by statute shall be chosen by the Board at its Annual Meeting and until his or her successor is chosen and qualified. In the event of a vacancy in any such office, said vacancy shall be filled by appointment by the Board for the unexpired portion of the term.

SECTION 2.06. Compensation of Officers and Employees. The Board shall fix the compensation of all officers and employees from time to time as provided by law. No member of the Board shall receive compensation for the performance of his or her duties as a member of the Board or as a statutory officer. All non-statutory officers shall be employed for such periods of times and receive compensation at such rates as the Board may from time to time determine.

SECTION 2.07. President. The President shall:

- (a) Be the chief executive officer of the Board;
- (b) Have authority coordinate with the Vice-President to countersign all warrants, drafts and checks drawn on the Treasurer by order of the Board;
- (c) Exercise on behalf of the Board general supervision off all elected and appointed officers and employees and over the business and property of the Park District, all subject, however, to the direction, ratification and approval of the Board;
- (d) Sign all bonds and tax anticipation warrants and notes issued by the Park District and all contracts and other documents when directed to do so by the Board; and
- (e) Countersign all orders on the Treasurer for the disposition of any bonds or securities belonging to the Park District which are in the custody of the Treasurer.

SECTION 2.08. Vice-President. The Vice-President shall:

- (a) Have authority coordinate with the President to countersign all warrants, drafts and checks drawn on the Treasurer by order of the Board;
- (b) In the absence of the President or in the event of his or her refusal or inability to act, perform all the duties which should be performed by the President if he or she was present or able to perform them; and
- (c) Perform such other duties as may be assigned to him or her by direction of the Board.

SECTION 2.09. Secretary. The Secretary shall:

- (a) Keep the corporate seal and affix same to all bonds, anticipation warrants, contracts, and other documents which require the affixation of the seal when such bonds, anticipation warrants, contracts and other documents have been properly executed by the officer or officers empowered to do so by this ordinance or by direction of the Board;
- (b) Keep full and accurate minutes of every proceeding of the Board;
- (c) Cause publication to be made of all ordinances of the Board which require publication, in the manner prescribed by law for publication of such ordinances;
- (d) Be the custodian of all deeds, contracts, and other instruments and documents belonging to the Park District, except such as are specifically required by law or ordinance to be deposited elsewhere;
- (e) Perform such duties in connection with the preparation and adoption of the annual budget and appropriation ordinance and in connection with other matters as may be required of him or her by the Board.
- (f) Sign all orders in accordance with the provisions of this Ordinance for the disposition of any bonds or securities belonging to the Park District and administer and enforce compliance with the appropriation ordinances adopted pursuant to and in accordance with the Ordinance.

SECTION 2.10. The Treasurer. The Treasurer shall:

- (a) Be responsible for the receipt all monies payable to or belonging to the Park District.
- (b) Be the custodian of all funds of the Park District and deposit all monies belonging to the Park District, whether or not actually received by him or her, in banks approved

- by the Board, and insure that such are credited to the accounts to which such monies properly belong.
- (c) Pay out such monies only warrant or check signed by himself or herself and countersigned by the President or Vice-President, but only after he or she has determined, after a reasonable investigation, that such payment has been properly authorized by an ordinance or resolution duly adopted by Board and
 - (d) Give a bond whenever demanded by the Board in such penal sum as may be fixed from time to time by the Board with sufficient sureties acceptable to the Board.

In the event that the Board shall increase the required amount of such bond, the Treasurer then in office shall have ten (10) days within which to present satisfactory proof to the Board that such increased bond requirement has satisfied. Should the Treasurer fail to so demonstrate compliance to the Board within ten (10) days, the Treasurer shall be deemed to have vacated his or her office and shall no longer serve in such capacity unless and until further action of the Board so directs.

SECTION 2.11. Director of Parks and Recreation. The Director of Parks and Recreation is the chief executive officer in charge of the park District, subject to the direction of the Board and to the reassignment of his or her duties pursuant to Section 2.03 hereof, the Director of Parks and Recreation shall be responsible for the management of the public parks, playgrounds and other facilities of the Park District and for the administration of a comprehensive recreational program for the Park District.

- SECTION 2.12. Attorney. The Park District Attorney shall:
- (a) Have general charge of all legal matters and of the prosecution and defense of all litigation in which the Park District is interested, subject to the approval of the Board; and

- (b) Make reports to the Board of the activities in which he or she has been involved with respect to the Park District, of the progress of pending litigation and of his or her recommendations with regard to legislation or ordinances concerning the Park District.

CHAPTER 3. MEETING AND RULES OF ORDER

SECTION 3.01. Annual Meeting. The Annual Meeting of the Board shall be held on the second Thursday in May of each year, or on such other day during said month as the Board shall hold its regular meeting.

SECTION 3.02. Regular Meetings. During the month of December of each year, the Board shall adopt a schedule of the dates, times and places on which it will hold its regular meetings during the calendar year commencing on the first day of January next succeeding. Public notice of such meetings shall be posted in the Community House and shall be provided to any news medium that has filed an annual request for such notice.

SECTION 3.03. Special Meetings. Special meetings may be called by the President on his or her own notice and shall be called by the President (or the Vice-President in the absence of the President) on request of two or more members or more members of the Board. Written notice of any special meeting shall be given to such member of the Board at least 24 hours prior to such meeting except in the event of a bona fide emergency in which event notice shall be given as soon as practicable but in all event prior to such meeting. Notices to any member of the Board shall be deemed given when delivered to the member's usual place of abode or 48 hour after deposit in the United States mail properly addressed with postage prepaid, whichever shall first occur. Public notice of any such meeting shall also be given in the manner required by the Illinois Open Meetings Act; Ill. Rev. Stat. Ch. 102, 42 et seq., as amended from time to time hereafter from the date hereof. Each notice of a Special Meeting shall state the agenda for such meeting and the date, time and place of such meeting. No notice shall be required of any reconvened meeting when the original meeting was open to the public and either

(i) it is to be reconvened within 24 hours, or (ii) an announcement of the time and place of the reconvened meeting was made at the original meeting and there is no change in the agenda.

SECTION 3.04. Quorum. A majority of the duly elected and qualified members of the Board shall constitute a quorum for the transaction of any business. In case there be no quorum present, the members of the Board present may elect to adjourn the meeting from time to time until a quorum is obtained, provided, however, that written notice of the adjournment and the date of reconvenement is given to each absent member of the Board in the same manner as is provided for notices of Special Meetings in Section 3.03 of this Ordinance.

SECTION 3.06. Voting. The yeas and nays to be taken upon the passage of all ordinances and upon all propositions to create any liability or for the appropriation or expenditure of money, or at the request of the Board, shall entered in the minutes of the meeting. Except as otherwise provided in this Ordinance or in the Code, a majority vote of a quorum on any matter put before the Board shall constitute the action of the Board on such matter.

SECTION 3.07. Rules of Order. Robert's Rules of Order shall govern for all questions of procedure not provided for herein.

CHAPTER 4. RECEIPTS AND DISBURSEMENTS; APPROPRIATIONS

SECTION 4.01. Collection and Receipt of Monies.

- (a) The Treasurer shall collect all monies due to the Park District from whatever source and shall promptly report to the Board in writing the amounts so collected, the source from which received and the purpose on account of which such was collected.
- (b) All monies belonging to or received for the account of the Park District shall promptly be paid over to the Treasurer who shall be the Custodian of all such monies. The Treasurer, with the approval of the Board, shall set up and establish such regular and special funds as may be deemed necessary from time to time. Such funds shall be set up in accordance with statutory requirements and in such manner as to afford adequate accounting of all receipts and disbursements of the Park District and to

insure that monies received for a specific purpose from taxes levied or from other sources will be disbursed only for the purpose for which such was intended. The Treasurer shall ascertain and designate on the books of account of the Park District the proper regular or special fund to which any monies received for the account of the Park District are to be allocated and to which such monies have been allocated. All monies in the custody of the Treasurer belonging to the Park District shall be kept in bank accounts prescribed by the Board, in such bank or banks that may be selected as depositories according to law. The Treasurer shall allocate such monies to specific bank accounts at the time of each deposit.

SECTION 4.02. Disbursements.

- (a) The Treasurer shall, with the approval of the Board, establish such rules of procedure and prepare such forms as are in his or her judgement necessary for the proper disbursement of monies from the several bank accounts in the custody of the Treasurer.
- (b) Not more than thirty (30) days after receipt by the Treasurer of an invoice, payroll, order or other account of a valid claim against the Park District for monies due, the Treasurer shall prepare a warrant or check authorizing the payment from the appropriate fund the amount of such invoice, payroll, order or claim; provided, however, that no such warrant or check shall be prepared by the Treasurer unless and until he or she has reasonably investigated and determined that there is an appropriation available to which the contemplated disbursement may properly be charged in accordance with this Ordinance and that such payment has been properly authorized by the Board. Each such warrant or check shall be signed by the Treasurer and counter-signed by the President or Vice-President as described above.

SECTION 4.03. Fiscal Year. The fiscal year of the Park District shall commence on the first day of July and end on the thirtieth day of June and this period shall constitute the budget year of the Park District.

SECTION 4.04. Appropriation Ordinance. The Board shall prepare, during or prior to the first quarter of each fiscal year, a tentative budget and appropriation ordinance showing the requirements for the operation, maintenance, and improvement of the Park District for the fiscal year. Said tentative budget and appropriation ordinance shall show, separately, the amounts for ordinary recurring expenses, extraordinary expenses, debt service and capital outlays and shall show the objects of expenditures such as personal services, supplies, materials, and the like.

SECTION 4.05. Annual Appropriation Ordinance; Levy Ordinance.

- (a) After the preparation of the tentative budget and appropriation ordinance by the Board, the Board shall order that at least three (3) copies thereof be placed on files in the office of the Park District for public inspection for a period of at least thirty (30) days prior to final action thereon. The Secretary shall schedule at least one (1) public hearing on the tentative budget and appropriation ordinance prior to final action thereon. Notice of such hearing shall be given by publication in a newspaper of general circulation within the Park District. Said notice shall be given at least one (1) week prior to the time such hearing.
- (b) If it shall appear from the tentative budget and appropriations ordinance that the estimated amount of taxes which the Park District will be required to levy is such that a public hearing must be held under the provisions of the Illinois Truth in Taxation Act, Ill. Rev. Stat., Ch. 120, 861 et seq., the Board shall hold such a hearing after publishing a public notice thereof as required by said Act. If it shall appear from the tentative budget and appropriation ordinance that no such hearing is necessary, the Board by resolution shall make a determination to that effect.
- (c) After the thirty (30) day period during which the tentative budget and appropriation ordinance has been available for public inspection, the Board shall consider the tentative budget and appropriation ordinance, shall, within the first

quarter of each fiscal year, adopt the annual budget and appropriation ordinance in which the Board shall appropriate such sums monies as are estimated to be available and as may be required to meet all necessary expenditures during the fiscal year, which the budget and appropriation ordinance has been adopted.

SECTION 4.06. Appropriation to Remain Unchanged.

After the adoption of the appropriation ordinance, no further or other appropriation shall be made by the Board prior to the adoption or passage of the next succeeding annual appropriation ordinance, and no contract shall be made or any other action taken by the Board or any of its agents, employees or officers which will add to the expense or liability of the Park District anything over and above the amount provided for in the annual appropriation ordinance for that fiscal year. The Board may, however, from time to time after the date of passage of the appropriation ordinance, make transfer between the various items in any fund in such appropriation ordinance not exceeding, in the aggregate, ten percent (10%) of the total amount appropriated in such fund by the appropriation ordinance; provided, however, that nothing in this Section shall be construed to permit transfers between funds required by law to be kept separate. At any time after the first six (6) months of any fiscal year have elapsed, the Board may, by a two-thirds (2/3) vote, transfer from any appropriation item its anticipated unexpended funds to any other item of appropriation theretofore made, and the item to which said transfer is made may be increased to the extent of the amount so transferred.

SECTION 4.07. Treasurer to Administer Appropriation Ordinance.

The Treasurer shall administer and enforce compliance with all budgets and appropriation ordinances adopted by the Board and all transfers of appropriations or additional appropriations made in accordance with this Ordinance. He or she shall cause to be set up on books and records of the Park District, the necessary accounts which, in his or her judgment, shall properly reflect all restrictions contained in the budget and appropriation ordinance. He or she shall allocate each disbursement for whatever purpose to the appropriate item of the budget and appropriation ordinance, and he or she shall not authorize any disbursements which cannot thus be properly allocated.

SECTION 4.08. Expenditures Without Appropriation Prohibited – Emergency.

Except as otherwise permitted by this Ordinance, the Board or any of its agents, employees or officers shall not, during any fiscal year, make any expenditure or enter into any contract or agreement or employ any person where such contract, agreement or employment calls for the expenditure of monies belonging to the Park District or creates any liabilities on the part of the Park District unless and until such expenditure is authorized in the appropriation ordinance for such fiscal year. In the event of emergencies such as floods, fires, storms, unforeseen damages and other Catastrophes happening after the adoption of the annual budget and appropriation ordinance, the Board may, by appropriate action, authorize expenditures necessary to meet such emergencies. In the event that such emergencies might reasonably be expected to cause the stoppage of the business of the Park District or seriously endanger life or property, the President or Vice President is hereby empowered to authorize the making of purchases or the employment of persons whose services are necessary to meet such emergencies.

SECTION 5.01. Advertisement of Contracts.

Except contracts which under the provisions of the Code or other Illinois law may be let without public bidding, all contracts for work, materials, or supplies or public improvements of any kind shall be let only by the Board after advertisements for sealed bids, which bids shall be enclosed in a sealed envelope and delivered to the Secretary or other person authorized by the Board to receive sealed bids on its behalf. Such bids shall be opened publicly in the presence of at least two (2) Board members. Contracts shall be let to the lowest bidder regarded by the Board as being the most trustworthy and responsible bidder, having due regard for the bidder's fitness and capacity to perform the work or to furnish the quality of materials considered by the Board to best meet the requirements of the Park District. Whenever a bid involving the payment of the retailer's occupation tax of the State of Illinois exceeds, by an amount equal to or less than said tax, a bid on which such tax is not collectible, the Board may award the contract to the bidder whose bid includes such tax. Any advertisement for contracts shall be authorized by the Board and shall be published at least once in a newspaper of general circulation in the Par District five (5) or more days before the time set for receiving the bids. Such

advertisement may also be published in a technical publication where, in the opinion of the Board, the same should be done. In all cases, the right to accept or reject any and all bids or parts thereof shall be reserved by the Board. In the event of any emergencies as contemplated in Section 4.08 of this Ordinance, the foregoing provisions of this Section shall not apply.

SECTION 5.02. Execution of Contracts. All written contracts shall be executed in duplicate. One copy shall be kept by the Secretary in his or her office and the other shall be given to the contractor. All such contracts shall be signed on behalf of the Park District by the President or Vice President and shall be in the name of and run to the benefit of the Park District only.

SECTION 5.03. Contractor Bonds. Whenever any contract is authorized requiring the person to whom the contract is awarded to furnish a bond for the faithful performance of the contract, the contractor shall furnish a bond in such amount as the Board may designate, which bond shall contain such conditions as the attorney may deem necessary and proper.

CHAPTER 6.01. RULES AND REGULATIONS GOVERNING USE OF PARK DISTRICT PROPERTY AND FACILITITES

SECTION 6.01. Advertising. No person shall distribute, on Park District property, advertisements, handbills, pamphlets, circulars, notices or other writings of any kind, the primary purpose of which is to procure the sale, lease or hire of any product, good, article, thing or service or attempt to call public attention in any way to any article, product, good, thing or service for sale, lease or hire without having first obtained a permit therefor from the Park District.

SECTION 6.02. Alcoholic Liquors.

- (a) No person under the influence of Alcoholic Liquor shall enter into, be or remain on Park District property.

- (b) No person shall sell, possess, drink, use or deliver any Alcoholic Liquor on Park District property without having first obtained a permit therefor from the Park District.

SECTION 6.03. Animals and Pets.

- (a) No person shall bring any dog, cat or other animal owned or controlled by such person on any portion of the Park District property unless such animal is on a leash of no greater length than six (6) feet. Any person bringing any dog, cat or other animal in accordance with the requirements of the preceding sentence must clean up any fecal matter eliminated by such dog, cat or other animal.
- (b) No person shall trap, catch, wound, kill, treat cruelly or attempt to trap, catch, wound, kill or treat cruelly any dog, cat or other animal on Park District property.
- (c) Any animal found on Park District property in violation of this Section may be apprehended or moved to an animal shelter, public pound or other place provided for that purpose and disposed of pursuant to the laws or ordinances of the City of Evanston, all at the expense of the owner or person responsible for such animal.

SECTION 6.04. Assault or Bodily Injury. No person shall engage in conduct which places another person in reasonable apprehension of receiving bodily harm or physical contact of an insulting or provocative nature nor shall any person intentionally or knowingly by any means cause bodily harm or make physical contact of an insulting or provocative nature with another person on Park District property.

SECTION 6.05. Begging or Soliciting Contributions. No person shall beg or panhandle on Park District property. No person shall take up any collection or solicit or receive contributions of money or anything else of value on Park District property without having first obtained a permit therefor from the Park District.

SECTION 6.06. Camping. No person shall place, erect or use any hammock, swing, tent, shelter, or any other type of temporary or permanent camping equipment on

Park District property or otherwise camp on Park District property unless a permit, therefore, has first been obtained from the Park District.

SECTION 6.07. Closing of Parks; Fees.

- (a) Park District property shall be open to the public except at such time or times as provided by or determined in accordance with this Ordinance. The Board shall establish the hours during which Park District property or any parts thereof shall be closed or opened to the public. These hours may be revised from time to time by the Board at its sole discretion. The Board or the Park District may close Park District property or any parts 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 reasonably necessary and in the best interests of the Park District.
- (b) No person shall use, occupy or be or remain upon any Park District property or leave any personal property in or upon any Park District property which is closed to the public or after closing hours unless permission, therefore, has first obtained from the Park District.
- (c) Time schedules for the operation of and the activities to be conducted on Park District property and the amount of facility permit and program fees shall be approved by the Board. As permitted by law, fees charged non-residents of the Park District need not be the same as fees charged residents of the Park District. The Board shall otherwise establish rules and regulations for proper conduct by persons using Park District property. All persons shall abide by the rules and regulations for proper conduct by persons using Park District property. All persons shall abide by the rules and regulations of the Park District and with the order and requests of the employees, agents, and officers of the Park District when such persons are using Park District property.
- (d) No person shall enter into, be, or remain in any area of facility of the Park District without payment of the admission charges and fees and without compliance with

the registration requirements, if any, which may be established from time to time by the Park District and without displaying any required admission identification. All admission identification cards, papers, and tickets are non-transferable and must be individually registered unless otherwise specifically noted thereon. A charge may be made by the Park District for replacing lost identification cards, papers, and tickets.

SECTION 6.08. Community House and Field House.

- (a) The use of the Community House and the Field House shall be in accordance with the following scheduling priorities:
- (1) Park District supervised programs;
 - (2) Park District-sponsored organizations and activities;
 - (3) Non-profit organizations formed within the boundaries of the Park District and for Park District residents;
 - (4) Non-profit organizations formed outside the Park District having both residents and non-residents of the Park District;
 - (5) Individuals and organizations requesting the use for such activities as parties, meetings, etc., where no admission is charged for private gain;
 - (6) Other uses.
- (b) No organization or individual shall use the Community House or the Field House for an organized group activity unless a permit allowing such activity has first been obtained from the Park District and/or a license agreement has been executed. The use of such facilities shall comply with the permit, license agreement and all applicable rules and policies of the Park District.

SECTION 6.09. Controlled Substances. No person under the influence of Cannabis or any Controlled Substance shall enter in, be or remain on Park District property, nor shall any person bring onto, possess, use, sell or transfer on Park District property, any Cannabis or Controlled Substance.

SECTION 6.10. Cooperation with Authorities. No person shall hinder, disobey or otherwise interfere with any police officer of the City of Evanston or any authorized agent, employee, or officer of the Park District in the performance of his or her duties. No person shall falsely represent or impersonate any agent, officer, or employee of the Park District or otherwise pretend to be an agent, employee or officer of the Park District.

SECTION 6.11. Disorderly Conduct. No person shall, either by word or act indulge or engage in any loud, unusual, improper or boisterous noise or activity not normally associated with or attendant to park and recreational activities, including without limitation: (a) the loud playing of record players, televisions, radios, tape recorders, noise makers, musical instruments or sound equipment; (b) the use of profane language or any threat of violence or injury to the person or property of others; (c) engaging in any riot, fight, nuisance, breach of the peace or disturbance of the peace or otherwise behave in any reckless or negligent manner so as to endanger the person or property of others; or (d) collect with other persons in bodies or crowds for unlawful collect with other persons in bodies or crowds for unlawful purposes or for any purpose of annoyance, disturbance or obstruction of the lawful activities of other persons or otherwise disturb, obstruct or interfere unreasonably with the lawful activities of other persons.

SECTION 6.12. Display of Permit. No person shall fail to produce or display any permit required to engage in any activity on Park District property upon the request of any authorized person who shall desire to inspect the same for the purpose of enforcing compliance with any ordinance or rule of the Park District.

SECTION 6.13. Dumping, Polluting and Littering. No person shall litter, throw, drop, place, deposit, leave, scatter, pile or dump any placard, handbill, pamphlet, circular, book, notice, paper, dirt, garbage, snow, ice or other substance

or material of any kind whether liquid or solid on, over, upon or in Park District property except as specifically permitted by the Park District. Nor shall any person spit upon or otherwise defile Park District property. Provided, however, that paper, glass, cans, garbage, and other refuse resulting from picnics or other lawful use of Park District property, may and shall be deposited in receptacles provided by the Park District for that purpose. Where receptacles are not so provided, are missing, or are full to capacity, all such garbage, refuse or other materials shall be carried away from the area of use by the person responsible for the presence of such material and properly disposed of elsewhere, either within or without Park District property. Any person violating this Section may be assessed the cost to the Park District of removing any such improperly deposited substance or material and such charge shall be in addition to, and not in lieu of, any penalties provided for in this ordinance.

SECTION 6.14. Fires. No person shall light or make use of any fire on Park District property except in such places and at such times as may be designated for such purpose and under such rules as may be prescribed by the Director of Parks and Recreation or the Board. Every such fire shall be under the continuous care and direction of an adult from the time it is kindled until the time it is completely extinguished and who shall cause all coals to be properly disposed of in receptacles provided by the Park District.

SECTION 6.16. Games and Sports. No person shall engage in any athletic game or sport in the Park District except in such portions thereof as may be designated for that purpose by the Director of Parks and Recreation and then only under such rules and regulations as may be prescribed by him or her from time to time.

SECTION 6.17. Gambling and Games of Chance. No person shall play or engage in selling fortunes or game of chance, hazard, or skill, either as bookmaker, dealer, or player or otherwise for the purpose of gaming or gambling for money or other

valuable things except at a fair, carnival, or other organized event conducted or permitted by the Park District.

SECTION 6.18. Hindering or Soliciting Employees. No person shall interfere with or in any manner hinder any employee of the Park District engaged in constructing, repairing, or caring for any Park District property nor shall any person solicit any employee of the Park District while such employee is on duty. No officer or employee of the Park District shall supply to any person lists of the names, addresses, or telephone numbers of employees of the Park District.

SECTION 6.19. Interference with Other Users. No person shall walk, act or conduct himself or herself upon any portion of Park District property designated for particular game, sport, event or amusement in such a way as to interfere with the use of such portion by other persons who are properly using the same for the particular sport, event, game or amusement for which it has been designated, nor shall any person occupying any area or participating in any activity under the authority of a permit. No person shall block access to the Park District property or limit travel within the Park District. No person shall engage in any activity on Park District property in a manner calculated or likely to endanger, injure, or damage person property in any way.

SECTION 6.20. Parades, Public Gatherings and Assemblies.

- (a) No meetings, assemblies, ceremonies, exhibitions, entertainment, parades, processions or other public gatherings or similar activities where the number of participants expected may reasonably be assumed to exceed fifteen (15) or more persons are permitted anywhere on Park District property unless a permit allowing such activity has first been obtained from the Park District; provided, however, that this Ordinance shall not apply to students going to and from school classes or participating in educational activities under the immediate direction and the supervision of school authorities or a governmental agency acting within the scope of its functions, nor shall a permit be required for scheduled activities of the Park District.

- (b) Any person seeking to obtain a permit to conduct or engage in any of the above or similar activities shall file an application with the Park District in the form and containing such information as may be prescribed by the Park District not less than seventy-two (72) hours prior to the date of the event or activity in question.

SECTION 6.22. Play Classes and Camps. No person or organization shall bring or cause to be brought onto Park District property any play class, day camp, or similar organized group or activity of any kind without the prior written permission of the Park District. Permission may be granted consonant with then current Park District policies and subject to certain terms and conditions, including, without limitation, payment of a fee or charge, execution and delivery of an agreement holding the Park District harmless from liability, and provision of insurance on behalf of the Park District.

SECTION 6.23. Prohibition on Vehicles. No person shall bring or use any motorized vehicle upon any portion of the Park District except on designated driveways and automobile parking areas. Said prohibition shall not apply to those motorized vehicles employed in the service of Park District business. No person shall operate any bicycle, scooter, or other non-motorized vehicle on Park District property except upon paths designated for such use and then only in a manner which does not endanger or threaten other persons using Park District property. No person shall leave a bicycle lying on the ground or paving or set against trees or otherwise in a place other than bicycle rack when such is provided and there is space available.

SECTION 6.24. Protection of Property.

- (a) No person shall mark, carve, band, cut, paint, deface, breakdown, destroy, damage, alter, change or sever any Park District property, including, without limitation: (1) any park building or part thereof, table, bench, fireplace, coping, lamp post, fence, wall, paving or paving material, shelter, refuse container, exhibit, display, tool, equipment, waterline, telephone or public utility or parts appurtenant thereof (2) any sign, notice or placard whether temporary or

permanent; (3) any tree, sapling, seedling, bush, shrub, flower, plant or plant material, whether dead or alive; or (4) any soil or rock. No person shall climb upon, hang from or stand or sit on any plant, fence, structure, or other Park District property of any kind except such benches or other property designated or customarily used for such purposes or recreational equipment as may be installed by the Park District for such purposes.

SECTION 6.25. Public Indecency.

- (a) No person shall appear, be or remain on Park District property in a state of nudity or in indecent or lewd attire.
- (b) No person shall exhibit, sell or offer to sell, while on Park District property, any obscene book, pamphlet, paper picture, or other obscene or indecent article.
- (c) No person shall commit or engage in an act of public indecency or sex offense as described in the Illinois Criminal Code of 1961, Ill. Rev. Stat. Ch. 38 11-1 et seq., as amended from time to time hereafter from the date hereof on Park District Property.

SECTION 6.26. Restricted Areas. No person shall enter into any building or portion of Park District property where persons are prohibited by the Park District from entering or where use is restricted to persons of the opposite sex except children under the age of 4. No person shall enter any building or area of Park District property when it is closed to the public. No person shall enter any building or area in the Park District which is reserved or scheduled for a specific group or activity unless such a person is invited by the individual group or agency responsible for such activity and, if applicable, such person has paid all appropriate admission fees.

SECTION 6.27. Restrooms and Washrooms. No person shall fail to cooperate in maintaining restrooms and washrooms in a neat and sanitary condition.

SECTION 6.28. Tournaments, Leagues, and other Organized Recreational Activities.

No person may utilize any Park District property, including, without limitation, special facilities such as baseball diamonds and playgrounds for tournaments, leagues, or other organized group recreational activities and outings unless a permit allowing such use or activity has been first obtained from the Park District.

SECTION 6.29. Signs. No person shall paint, mark write on, paste, glue, tape, hang, tack, nail, staple, erect, attach, post, or display any handbill, sign, placard, advertisement, poster, billboard, notice, writing, or visual display of any kind on Park District property except at such locations as are now or may hereafter be designated by the Park District for the posting of public notices or except as may otherwise be permitted by the Park District. Any person violating this Section may be assessed the cost to the Park District of removing such improperly affixed item and such charges shall be in addition to, and not in lieu of, any other penalties provided for in this Ordinance.

SECTION 6.30. Skating, Sledding, and Snowmobiling. No person shall skate, sled, toboggan, snowmobile, ski, slide or engage in similar activities on Park District may designate for that purpose and no person shall engage in such activity in a reckless manner or at a speed greater than is safe and proper under the circumstances.

SECTION 6.31. Sleeping. No person shall sleep on benches, sidewalks, steps or in doorways of the Park District, nor shall any person without an established residence who wanders idly from place to place without any lawful or visible means of support or lawful purpose use the Park District property in a manner designed or calculated to act as a substitute for such residence or means of support.

SECTION 6.32. Structures – Wires. No person shall construct, build, erect, or otherwise place any building, tent, stand, scaffold, platform, or other structure of any kind, whether stationary or removable and whether permanent or temporary in character, or construct, run, string or otherwise place any electrical wire, conduit or pipe on any

public service or private utility serving or crossing Park District property unless a permit, license or contract thereof has been first obtained from the Park District.

SECTION 6.33. Weapons, Explosives, and Rockets. No person shall at any time bring onto, carry, have in his or her possession, or on or about his or her person, concealed or otherwise, or use, fire, set, or otherwise cause to explode, discharge or burn or throw onto Park District property, any knife, firearm, pistol, revolver, rifle, air gun, pellet gun, bow and arrow, slingshot, blackjack, billy club, any weapon capable of discharging a projectile by air or gas explosive or any other dangerous weapon.

CHAPTER 7. PERMITS AND OTHER AUTHORITY

SECTION 7.01. Permits.

- (a) No person shall commit any act or engage in any activity prohibited by or under any section of this Ordinance or any other ordinances or rule or regulation of the Park District unless such person shall have first applied for and obtained any necessary permit from the Park District.
- (b) Except as otherwise provided by any applicable section of this Ordinance or any other ordinance, rule, or regulation of the Park District with respect to the activity in question, applications for permits shall be filed with the Secretary of the Park District and be in such form and contain such information and may be subject to such review and appeal proceedings as shall be established and revised from time to time by the Board.
- (c) Permits shall be issued, and permission granted only upon payment of such fees as may be established from time to time by the Park District. The Park District may also refuse to grant permission or issue a permit where application for the permit contains false and misleading information or the Park District has reasonable cause, based on verified facts, to believe that the applicant does not intend to comply with the standards for issuance of the permit. All terms for the

issuance of a permit must be strictly complied with and any violation of such terms or any other ordinance, rule, or regulation of the Park District or applicable federal, state, or local law or ordinance and any false or misleading information contained in the application shall be grounds for immediate revocation of the permit.

- (d) The Park District may condition the issuance of a permit on procurement by the applicant of liability insurance or if after a diligent effort the applicant is unable to procure such insurance, the Park District may condition the issuance of a permit on the applicant's written consent to fully indemnify and hold harmless the Park District from any liability or costs resulting from the permitted activities.
- (e) In denying a permit application on the basis of a scheduling conflict or appropriateness of location, route, or time, the Park District may issue an alternate permit authorizing the conduct of the requested activity on a date, at a time, at a location or over a route different from that requested by the applicant.

SECTION 7.02. Other Authority. Activities otherwise prohibited under any of the Sections of this Ordinance, or any other ordinance, rule, or regulation of the Park District may be conducted or engaged in by a person, his or her agents, and employees if done so in strict conformance with the provisions of an agreement with the Park District which has been duly authorized by the Board.

CHAPTER 8. ENFORCEMENT OF PARK DISTRICT ORDINANCE

SECTION 8.01. Action; How Brought. All actions or suits to recover any fine or to enforce any penalty under this Ordinance or any other ordinance of the Park District and all prosecutions for the Violations of any such ordinance shall be brought and prosecuted in the name of the Ridgeville Park District before the appropriate branch of the Circuit Court of Cook County, Illinois.

SECTION 8.11. Bribery. Whoever directly or indirectly gives or offers promises to give any money or other thing of value to any agent, employee or officer of the Park District

either before or after his or her election or appointment, and either before or after he or she is qualified, with the intent to influence his or her act, vote, opinion, decision or judgment on any matter, question, cause or proceeding which may then be pending or may by law come to be brought before him or her in his or her official capacity, or to cause him or her to execute any of the powers vested in him or her, or to perform any duty required of him or her, with partiality or favor, or otherwise than is required of him or her or permitted by law, or as a consideration for some act to be done or omitted to be done contrary to the official duty of such agent, employee or officer, the person so giving or offering or promising to give, and the agent employee or officer so receiving any money or other thing of value shall be subject to a fine of not less than \$1,000.00 nor more than \$5,000.00 for each and every such offense.

SECTION 8.13. Seizure of Violative Property. Any property, substance or thing brought into, utilized, place or left on Park District property in violation of this Ordinance, or any other ordinance, rule or regulation of the Park District may be removed, seized, impounded, destroyed, or otherwise disposed of in the sole discretion of the Board subject to applicable law. Such property which may according to law be recovered from the Park District shall be returned to the owner thereof only upon such owner's presentation to the Park District of satisfactory evidence of ownership and upon the payment to the Park District of any lawful charges including, without limitation, charges for storage and maintenance, Such property not claimed within sixty (60) days from the date of seizure or impoundment by the Park District may be sold by the Park District, which proceeds of sale shall vest entirely in the Park District.

CHAPTER 9. CODE OF ETHICS

SECTION 9.01. Statement of Policy. It is the policy of the Park District that in all cases its elected and appointed officers and employees perform their duties for the benefit of the citizens of the Park District. They shall conduct the affairs of the Park District with integrity and impartiality, without allowing prejudice, favoritism, or the opportunity for personal gain to influence their decisions or actions or to interfere with serving the public interest.

The standards of the Code of Ethics are intended to supplement and comply with the provisions of section 3, chapter 102 of the Illinois Revised Statutes, and any other law of the State of Illinois

or ordinances of the Park District relating to ethical conduct for the Park District officers and employees. The obligations of the Code of Ethics shall not be limited to the provisions of any law of the State of Illinois nor shall the failure to include in this Code of Ethics any provisions of any of the laws of the State of Illinois release officers and employee of the Park District from obligations, responsibilities and penalties imposed by the laws of the State of Illinois.

SECTION 9.02. Persons Covered by This Code. The provisions of this Code of Ethics shall apply to any officer or employee of the Park District, whether elected or appointed, paid or unpaid.

SECTION 9.03. Standards of Conduct. Every officer or employee of the Park District shall be subject to and abide by the standards of conduct set forth below.

- (a) Impartiality. Every officer and employee shall perform his or her duties with impartiality and without prejudice or bias for the benefit of all residents of the Park District. No officer or employee shall grant or make available to any resident any consideration, treatment, advantage, or favor beyond that which is available to every other resident.
- (b) Use of Public Property. No officer or employee shall use or request or permit the unauthorized use of Park District-owned vehicles, equipment, materials or property for personal convenience or profit.
- (c) Conflict of Interest. No officer or employee shall engage in any business or transaction or have a financial or other personal interest, direct or indirect, which is incompatible with the proper discharge of his or her official duties or which may tend to impair his or her independence of judgment or action in the performance of his or her official duties. Personal, as distinguished from financial interest, includes, without limitation, interests arising from relationships based upon blood or marriage and close business or political associations.
- (d) Disclosure of Financial Interest. No officer or employee shall have any financial interest in any business or transaction with the Park District unless that officer or employee to the Board prior to the initiation of such business or transaction and, in

the case of a member of the Board, refrains from voting upon any resolution relating to such business or transaction.

- (e) Political Activity. No non-elected employee shall make use of his or her position with the Park District on behalf of any political party or for any political purpose. No appointment to or employment in any position with the Park District shall be dependent on political activity.

CHAPTER 10. REPEAL

The General Ordinance of Ridgeville Park District approved December 11, 1942, as amended, and all other ordinances, resolutions, rules, and regulations of the Park District in conflict or inconsistent with any of the provision of this Ordinance are hereby repealed.

CHAPTER 11. SEVERABILITY

Provisions of this Ordinance shall be deemed to be severable should any Section of this Ordinance be declared invalid by a court competent jurisdiction, such declaration of invalidity shall in no way effect the validity and binding effect of any other Section of this Ordinance not so declared invalid.

CHAPTER 12. PUBLICATION

In lieu of other publications, this Ordinance shall be published in book or pamphlet form, and when so published shall become effective with the same force and effect as if otherwise published. Such book or pamphlet shall be received as conclusive evidence of the passage and legal publication of this Ordinance in all courts and other places without further proof of its passage and publication.

CHAPTER 13. CORPORATE SEAL

The seal provided and authorized for the Ridgeville Park District shall be an obverse side, the impression of which is circular in form; the outer margin of which shall consist of two concentric circles, the outer with a diameter of one and three-fourths inches ($1 \frac{3}{4}$ "), the inner with a diameter of one-eighth inches ($1 \frac{1}{8}$ "); the space between the two circles shall bear the inscription "Ridgeville Park District" in its upper portion, "Cook County, Illinois" in its lower portion, the space within the inner circle shall bear the inscription "Official Seal Evanston". Said seal as described above and used without colors shall be and is hereby declared to be the Seal of Park District. For general use, the plain impression on white, as shown herewith, shall be sufficient. Said seal shall be used upon all documents and instruments as provided in this Ordinance, and any other ordinance of the Park District and shall be affixed at the attestation section of this Ordinance as proof of its proper and adoption.

CHAPTER 14. EFFECTIVE DATE

This Ordinance shall take effect and be in force ten days after the date of its passage, approval, and publication as provided herein.

PASSED by roll call vote this 14th day of July, 1988.

AYES: Fink NAYS: 0 ABSENT: 0

Haar
Scher
Esch

Malone

APPROVED THIS 14TH day

Of July, 1988.

ATTEST: Joanne Archer
Secretary

Richard Haar
President

(SEAL)

