



VILLAGE STREET USAGE POLICY January 2012

Policy Statement

To provide limitations to the number of events held on Village streets and to establish guidelines for the approval, pre-race coordination, race day set-up and clean-up process.

Criteria for Use

The following are the criteria that an organization must meet in order to be considered for approval:

1. The organization must be not-for-profit and must have a significant relationship to the Lincolnshire community. A significant relationship with the Village can be demonstrated by meeting one of the following:
 - A. Having a membership of which 55% or more reside within the corporate limits of the Village.
 - B. Having a charter or other official recognition by a parent state or national organization that designates it a Lincolnshire chapter.
 - C. The Corporate Authorities hereby find that the following organizations satisfy the foregoing criteria in subparagraphs (A) and/or (B):

Friends of Ryerson Woods/River Committee of Lincolnshire
Lincolnshire Community Association
Lincolnshire Garden Club
Lincolnshire Community Nursery School
Lincolnshire Sports Association
Lincolnshire Swim Club
Riverside Foundation Auxiliary
Greater Lincolnshire Chamber of Commerce
School District #103 Foundation
School District #103 Parent-Teacher Organization
School District #125 Foundation
Village Club of Lincolnshire

Houses of Worship
Homeowners association management offices that serve residential developments in Lincolnshire
Cub Scouts, Boy Scouts and Eagle Scouts
Brownies & Girl Scouts
Y Princesses and Y Guides
League of Women Voters
Lincolnshire Morningstar Rotary Club
Toastmaster of Lincolnshire

2. Being one of the following taxing bodies serving Village residents:

Lincolnshire-Riverwoods Fire Protection District
School District #103
School District #125
Vernon Area Public Library
Vernon Township
West Deerfield Township

3. Being one of the following entities serving the Village:

Federal, State and Local Representatives for purposes of holding Town Meetings, which will not be allowed within 30 days of an election if the representatives are running for office.

Being an organization of Lincolnshire business whose purpose is to support and encourage business within the Village

4. Being an organization which provides a recreational service within Lincolnshire
5. Being an organization which provides services for people with special needs:

Special Recreation Association of Central Lake Count (SRACLC)
Riverside Foundation

If the organization does not meet the above criteria, then they shall have an opportunity to present to the Mayor and Board of Trustees an explanation for consideration.

Number of Events

There shall be an opportunity for three (3) events to be held on Village streets per year. Each event will be limited to 1,000 participants. One each in the Spring, Summer and Fall. The Spring designation will be the months of March, April and May. The Summer will be June, July

and August, and the Fall will be September and October. There shall not be any activities allowed during November, December, January and February. This is due to the leaf collection and snow and ice control programs. The awarding of a Spring, Summer and Fall time slot shall be on a first come, first served basis. However, the previous year's event shall have priority over any new applicant.

Example: If an organization has held a run/walk in Lincolnshire for ten consecutive years in the summer and normally approaches the Village for approval in January and a new organization requests the summer time slot and their request is given to staff prior to the 10 year organization, then the Village would contact the incumbent group and inform them of the potential competition and secure a commitment. If the ten year organization declines to request a reservation, then the new group would take over that time slot and have first right of refusal power the following year.

Approval

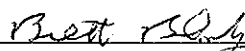
The organization must present to the Mayor and Board of Trustees in writing its intent and ability to meet the criteria as set forth. This information will be discussed at a Committee of the Whole meeting and voted on at a subsequent Village Board meeting.

- A. The organization will be required to provide the Village with a Certificate of Insurance in the amount of one (1) million dollars to cover any liability.
- B. A cash bond in the amount of \$1,000.00 will be required for maintenance.

Pre Race and Race Day Coordination

There shall be a single contact person the Village can communicate with during the entire process. This person will make a presentation to the Mayor and Board of Trustees, hold a minimum of one meeting with the Lincolnshire Police and Public Works Departments and Lincolnshire - Riverwoods Fire Protection District personnel and be present on the race day for the event and final clean up. **The start/finish and race course area shall be returned to its original condition within 8 hours of the completion of the event.**

There shall be no advertising signage allowed and disruption of the neighborhood should be held to an absolute minimum.


Brett Blomberg, Mayor