



Village of Poplar Grove – Board Meeting Memo

Karri Miller
Village Clerk/Collector

June 24, 2026

Subject:

Review and Update of Chapter 6-4 Municipal Parks Ordinance

1. Background:

Chapter 6-4 of the Village Code governing Municipal Parks was originally adopted in 1981 and has received only limited amendments over the years. The ordinance currently contains regulations related to park usage, reservations, penalties, the Parks Department, and the Park Advisory Committee.

Several provisions no longer reflect current Village operations, park amenities, administrative practices, or community expectations. In addition, portions of the ordinance reference facilities, fees, and committee structures that may no longer be applicable or actively utilized by the Village.

2. Current Status:

Staff has reviewed Chapter 6-4 and identified several areas that warrant discussion and potential revision, including:

- Updating park rules and regulations to apply consistently across all Village-owned parks.
- Revising pet regulations to align with current Dog Park operations and leash requirements.
- Reviewing prohibited activities and updating language to address current public safety concerns.
- Updating reservation procedures and fee structures, which have remained largely unchanged since 1981.
- Reviewing enforcement and penalty provisions.

- Evaluating whether the Parks Department language accurately reflects current operational practices.
- Determining whether the Park Advisory Committee remains necessary and active or if those sections should be repealed.

A comprehensive review would allow the Village to modernize the ordinance and ensure consistency with current policies and practices.

3. Fiscal Impact:

There is no immediate fiscal impact associated with discussing proposed ordinance revisions.

Future amendments to reservation fees or park usage fees may result in increased revenue and may better offset maintenance and operational costs associated with Village parks and facilities.

4. Legal Review (if applicable):

Following Board discussion and direction, the proposed ordinance amendments will be reviewed by Village legal counsel prior to adoption.

Legal review will be particularly important for provisions involving enforcement, penalties, weapons restrictions, alcohol sales, and liability considerations associated with park reservations and special events.

5. Recommendation:

Staff recommends that the Village Board discuss the current Municipal Parks Ordinance and provide direction regarding the preparation of a comprehensive amendment to Chapter 6-4.

Areas for consideration include:

- Modernizing park rules and regulations.
- Updating reservation procedures and fee schedules.
- Strengthening enforcement provisions.
- Updating Parks Department language.
- Reviewing and potentially repealing Sections 6-4-6 through 6-4-12 related to the Park Advisory Committee if the Board determines the committee is no longer necessary.

Upon receiving Board direction, staff and legal counsel will prepare a draft ordinance for future consideration.

6. Supporting Documents (if applicable):

Attached

Not Applicable

Signature:

Karri Miller