

Ordinance No. 90-24

AN ORDINANCE ESTABLISHING A PARKS AND RECREATION COMMISSION

WHEREAS, pursuant to Section 3-8-1 and 3-7-1 of the Illinois Municipal Code, the Village Board may create offices which it considers necessary or expedient to carry out the business of the Village;

WHEREAS, the corporate authorities of the Village of Chatham consider it necessary and expedient to create a park and recreation commission to assist in running Village parks and the Village recreation program.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF CHATHAM, ILLINOIS, AS FOLLOWS:

SECTION 1. There is hereby created the Chatham Parks and Recreation Commission. Whenever the word "Commission" is used in this Ordinance, it shall mean and refer to the Chatham Parks and Recreation Commission. The Commission shall consist of a chairperson and eight commissioners appointed by the President of the Village Board with the advice and consent of the Board of Trustees. All commissioners shall be residents of the Village of Chatham, shall be officers of the Village of Chatham, and shall meet all qualifications for appointive office as established by the Illinois Municipal Code. The President of the Village and the chairperson of the Parks and Recreation Commission of the Board of Trustees shall be ex-officio, non-voting members of the Commission.

SECTION 2. Initial appointments to the Commission shall terminate on April 30, or when a successor is appointed and duly qualified: three members to serve until April 30, 1991; three members to serve until April 30, 1992; three members, including the chairperson, to serve until April 30, 1993. All subsequent appointments shall be for three year periods. Any member may be reappointed. Any member who is not present without good cause for three consecutive meetings shall be deemed to have vacated the position. Any member may be removed by the President for cause as set forth in the Illinois Municipal Code.

SECTION 3. Organization of the Commission. The President shall appoint the chairperson of the Commission. The Commission shall elect a vice chairman, a secretary and such other officers as it may deem advisable from its own members to serve for one year. The initial election shall be heard at the first meeting of the duly constituted Commission with subsequent elections being held on the first meeting date following March 30 of each year. Five members of the Commission shall constitute a quorum for the conduct of all business of the Commission.

SECTION 4. Commission Duties and Functions. The Commission shall have, exercise and perform the following powers, duties and functions:

1. Promote, encourage and guide the development and use of Chatham parks.

2. Solicit and obtain funds, services and real and personal property for purposes related to the goals and purpose of the Commission from individuals, organizations, municipal corporations and any other source permitted by law. All funds and real and personal property solicited or received by the Commission shall be received in the name of the Village. Funds received by the Commission shall be delivered to the Treasurer.

3. Submit an annual budget to the Village Administrator not later than March 30 of each year. The Village Board shall review and approve appropriations to the Commission as part of its annual appropriation process.

4. Provide minutes of its meetings promptly following such meetings and an annual report not later than March 1 of each year to the village office for distribution to the Village Board.

5. Operate as a department of the Village in regard to all expenditures, purchases, personnel and accounts.

6. Arrange for building, grounds and equipment maintenance and repair to be performed either by the Village personnel or by such other means as are provided for in the Commission's annual appropriation.

7. Adopt by-laws governing the organization of the Commission and governing the exercise of the powers herein given to it and the performance of the duties and functions imposed on it by this Ordinance; provided, that such by-laws shall not be in conflict with any of the provisions of this Ordinance and shall be subject to approval by the Village Board prior to adoption by the Commission.

8. Adopt rules and regulations for the properties and facilities entrusted by the Village to the Commission; provided, that such rules and regulations shall be subject to approval by the Village Board prior to adoption by the Commission.

9. Make recommendations to the President of the Village regarding the hiring of a parks director and a suitable candidate for the post. If such a director is hired, the Village Administrator shall supervise the director.

**SECTION 5.** Meetings. The Commission shall meet at least once a month. Meetings shall be scheduled on a regular basis; special meetings may be called by the chairperson or by any three Commissioners. Notices of meetings shall be given and meetings shall be conducted in accordance with the Illinois Open Meetings Act.

**SECTION 6.** Authorization to Bind the Village. The chairperson of the Commission, or if a director of parks is hired, the director, may sign contracts and otherwise contractually bind the Village of Chatham, except for matters exceeding \$500 in cost or not shown as a line item in the current appropriation ordinance, in which event the prior approval of the President and Board of Trustees shall be required. The chairperson, or if a director is hired, the director, may make purchases of services and goods for the Village of Chatham, except for purchases exceeding \$500 or not shown as a line item in the Village of Chatham's

current budget, where the prior approval of the President and the Board of Trustees shall be required. All purchases and contracts shall be made pursuant to Village purchasing ordinances and policies.

**SECTION 7.** This Ordinance shall be effective immediately. Ordinance No. 89-36, an Ordinance Establishing a Parks and Recreation Board, is repealed.

Passed this 16th day of June, 1990.

Carl D. Oblinger  
CARL D. OBLINGER, VILLAGE PRESIDENT

ATTEST:

Mary S. Elenberger  
DEPUTY VILLAGE CLERK

AYES: \_\_\_\_\_

NAYES: \_\_\_\_\_

PASSED: 6/26/90

APPROVED: 6/26/90