

Chapter 3
PARKS COMMITTEE

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2-3-1 CREATION

A Parks Committee (“Committee” for purposes of this Chapter) is hereby established for the Village. The Committee shall be an advisory committee to the Village Board.

2-3-2 MEMBERSHIP; TERM OF OFFICE

The Committee shall consist of nine members to be appointed by the President with the advice and consent of the Village Board. Members shall serve three-year terms and shall hold office until their respective successors are appointed and qualified. The term of office shall expire April 30 of the year of the expiration of their respective term of office. Thereafter, the appointments shall be made at the first regular meeting in May.

When the initial members of the Committee are appointed, three shall be appointed to one-year terms, three shall be appointed to two-year terms and three shall be appointed to three-year terms.

2-3-3 VACANCY

Any vacancy on the Committee shall be filled in the same manner as the original appointment and shall be made for the unexpired term of the membership so vacated.

2-3-4 REMOVAL

The President, with the approval of the Village Board, may remove any member of the Committee for misconduct in office or neglect of duty.

2-3-5 MEETINGS *Amended, 2008-09-839, 2007-08-821*

The Committee shall meet pursuant to the Open Meetings Act. At the first meeting after April 30 of each year, the Committee shall elect a chairman and such other officers as it deems property. The Committee may, from time to time, adopt or modify such rules and regulations for organization and procedure as are consistent with the ordinances of the Village and the Illinois Municipal Code. The Committee shall keep written records of its proceedings, which shall be open at all times to public inspection. After the Committee’s approval of its minutes, such minutes shall be forwarded to the Village Clerk for retention and distribution to the Village

Board.

2-3-6 **DUTIES**

The Committee shall have the following duties:

1. Annually provide input for the Village budget regarding anticipated expenditures.
2. Determine the appropriate use for each Village park. Prepare a site plan/timeline for the development of each park and make recommendations to the President and Village Board.
3. Solicit information from the public and user groups for specific park improvement projects.
4. Implement the development of each park by facilitating the bid process, purchasing the necessary equipment and general supervision of the construction process in conjunction with the building department and Village Engineer.
5. Review plats for compliance to open space, bike/walking paths and parks requirements.
6. Serve as a liaison between the Village and the McHenry County Conservation District.