



## Legislation Details (With Text)

**File #:** 2018-0167    **Version:** 1    **Name:** Amending Village Code/Commissions - Ordinance  
**Type:** ORDINANCE    **Status:** PASSED  
**File created:** 3/7/2018    **In control:** Board of Trustees  
**On agenda:** 3/19/2018    **Final action:** 3/19/2018  
**Title:** AN ORDINANCE AMENDING THE ORLAND PARK VILLAGE CODE (BOARDS AND COMMISSIONS), TITLE 2, CHAPTERS 5, 17, 19, ADDING A NEW CHAPTER 1 AND RENUMBERING THE CHAPTERS

### Code sections:

**Attachments:** 1. Revised Ord Amending Code (Boards and Commissions) 5283

Date	Ver.	Action By	Action	Result
3/19/2018	0	Board of Trustees		
3/14/2018	0	Village President	INTRODUCED TO BOARD	

**Title**  
AN ORDINANCE AMENDING THE ORLAND PARK VILLAGE CODE (BOARDS AND COMMISSIONS), TITLE 2, CHAPTERS 5, 17, 19, ADDING A NEW CHAPTER 1 AND RENUMBERING THE CHAPTERS

**Body**  
WHEREAS, the corporate authorities of the Village of Orland Park deem it in the best interests of the Village and its residents to amend the Orland Park Village Code with regard to Advisory Boards and Commissions.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Orland Park, Cook and Will Counties, Illinois, as follows:

### SECTION 1

Title 2 of the Village Code shall be and hereby is amended to provide as follows:

A. The following new Chapter 1 shall be added:

#### “CHAPTER 1: GENERAL STATEMENT:

Unless otherwise hereinafter provided or as otherwise provided by Illinois statute, the following requirements shall be applicable to all advisory Boards and Commissions of this Title 2:

- (a) Residency: All Board and Commission members must be residents of the Village or Village business owners, provided that a majority of the Board and Commission members are residents of the Village;
- (b) Agendas: All Boards and Commissions must prepare an agenda for each meeting, which agenda must be publicly posted;

- (c) Minutes: All Boards and Commissions must keep and maintain minutes of each meeting, which minutes shall be submitted to the Village Board of Trustees and shall contain detailed recommendations where and when appropriate. Such minutes shall be filed with the Village Clerk, and the Village Board of Trustees shall provide written responses to the said recommendations in a timely manner;
- (d) Chairpersons: The Chairperson of each Board and Commission shall be appointed by the Village President with the advice and consent of the Village Board of Trustees and the Chairperson's roles and responsibilities shall be as follows:
  - (i) Ensure that agendas are prepared for each meeting and to place items on the agendas;
  - (ii) Preside over and conduct the meetings; and
  - (iii) Act as liaison to the Village President and Board of Trustees.
- (e) Trustees' Participation: Trustees shall not be voting members of Boards and Commissions, but may act as ex-officio members or liaisons to the Village President and Board of Trustees as determined appropriate by the Village President and Board of Trustees;
- (f) Periodic Review: Following each election cycle for the Village President, a review of existing advisory Boards and Commissions, and their affiliated not-for-profit entities, if any, shall be conducted by the Village President and Board of Trustees. Such review shall include the duties, responsibilities and by-laws to ensure relevance to current needs and direction for amendments as deemed appropriate."

## SECTION 2

Chapter 19 (Public Arts Commission) is deleted in its entirety, and the Ordinance establishing the Public Arts Commission is hereby repealed.

## SECTION 3

The Chapters of this Title 2 are re-numbered as follows:

- Chapter 1 General Statement
- Chapter 2 Emergency Services and Disaster Agency
- Chapter 3 Board of Local Improvements
- Chapter 4 Board of Fire and Police Commissioners
- Chapter 5 Recreation Advisory Board
- Chapter 6 Housing Advisory Committee
- Chapter 7 Joint Emergency Telephone System Board
- Chapter 8 Veteran's Commission
- Chapter 9 Plan Commission
- Chapter 10 Hearing Officer
- Chapter 11 Open Lands Fund Commission

## Chapter 12 Museum Development and Advisory Board

### SECTION 4

Title 2, Chapter 5 (Recreation Advisory Board) of the Village Code shall be and hereby is amended to provide in its entirety as follows:

#### “2-5-1: RECREATION ADVISORY BOARD ESTABLISHED; MEMBERS:

There is hereby established a Board to be known as the Recreation Advisory Board of the Village.

The Recreation Advisory Board shall consist of thirteen (13) members to be appointed by the President of the Village, with the advice and consent of the Board of Trustees. Members shall serve for one (1) year terms, which shall begin on the first Monday in June and shall expire on the first Monday in June of the following year. One (1) of the members of said Board shall be a person who is a teenager and who shall serve for a one (1) year term. At least one (1) member from each of the Open Lands Fund Commission, Museum Development and Advisory Board, Economic Development Advisory Board and Stellwagen Family Farm Foundation Board of Directors shall also be appointed to the Recreation Advisory Board to facilitate communication with those Boards and Commissions.

#### 2-5-1(a): PUBLIC ARTS SUBCOMMITTEE

1. A Public Arts Subcommittee that focuses on public arts shall be established and shall consist of three (3) persons who are members of the Recreation Advisory Board and who shall be appointed by the Village President with advice and consent of the Board of Trustees.
2. The Subcommittee will be responsible for promoting programming of the public arts in the Village.
3. The Subcommittee will act as a liaison with the Orland Park Public Library regarding public arts programs.

#### 2-5-1(b): ADDITIONAL SUBCOMMITTEE

An additional Subcommittee of said Recreation Advisory Board consisting of members of the Recreation Advisory Board may be created by the Chairperson with advice and consent of the members of the Recreation Advisory Board. The responsibilities of such Subcommittee shall be as determined by the Recreation Advisory Board and approved by the Village Board of Trustees.

#### 2-5-2: FUNCTIONS AND DUTIES

The Recreation Advisory Board created hereunder shall advise the Recreation Department, the Parks and Grounds Department, the Village President and Board of Trustees while performing the following functions:

1. Advise and make recommendations on field and facility usage and scheduling priorities at those locations.
2. Advise and make recommendations as to equipment, facilities, personnel, programs and activities in the operation and maintenance of a recreation system.

3. Advise and make recommendations to the Board of Trustees as to the suitability of sites for park and recreation purposes with respect to tracts of real estate referred to and for consideration by the Board of Trustees.
4. Advise and make recommendations on programming and activities within the Recreation Department.
5. Advise, make recommendations and coordinate with the Orland Park Public Library on programming related to public arts.
6. Assist the Recreation Department with sponsorship development.
7. Assist the Recreation Department with special events as volunteers.
8. Coordinate with the Economic Development Advisory Board to assist with economic development that pertains to the use of recreational facilities.”

## SECTION 5

Title 2, Chapter 11 (Open Lands Fund Commission) of the Village Code be and hereby is amended to provide in its entirety as follows:

### “2-11-1: ESTABLISHMENT; MEMBERSHIP:

- (a) An Open Lands Fund Commission (“Commission”) is hereby created for the Village. The Commission shall consist of seven (7) members appointed by the Village President, subject to confirmation by the Board of Trustees, one (1) of whom shall be appointed by the Village President to act as Chairperson. The appointments will be made on the basis of areas of interest or expertise. Each Commission member shall be a resident of the Village of Orland Park.
- (b) Members shall be appointed for one (1) year terms beginning on the first Monday in June of each year and expiring on the first Monday in June of the following year. The Village President may remove any member for any reason whatsoever, subject to the approval of the Village Board of Trustees. Vacancies on the Board shall be filled as soon as possible for the unexpired term of the member whose place has become vacant.
- (c) The Chairperson of the Commission shall serve in that capacity until his/her resignation, removal, replacement, or dissolution of the Commission. The Village President may at any time replace the Chairperson with any other member of the Commission for any reason whatsoever.
- (d) The position of any Commission member who fails to attend three (3) consecutive Commission meetings without a valid reason, or who shall fail to attend one half (1/2) of the total of all Commission meetings scheduled or called during any one (1) year period may be declared vacant by a majority vote

of the remaining members of the Commission.

- (e) Commission members shall serve without compensation.

## 2-11-2: POWERS AND DUTIES:

The Commission shall have the following powers and duties:

- (a) Act as an Advisory Commission to the Board of Trustees.
- (b) Review, evaluate, identify and advise the present and future needs of the community to:
  - (i) preserve natural areas, including habitats for endangered and threatened species, high quality natural communities, wetlands and other areas with unique or unusual natural heritage qualities.
  - (ii) acquire natural areas, including habitats for endangered and threatened species, high quality natural communities, wetlands and other areas with unique or unusual natural heritage qualities.
- (c) Review, evaluate and recommend to the Village Board all sources of funding for maintaining and acquiring open lands which are available to the Village under any federal or state programs, grants or legislation.
- (d) Review the possible need for professional consultant(s) to assist in the open lands acquisition and funding review and evaluation process and to make recommendations to the Village Board for the selection of a consultant(s) and to describe the work which the consultant(s) will be retained to perform.
- (e) Perform such other duties as the Village Board may direct.

## 2-11-3: RULES:

- (a) The Commission may establish rules concerning procedure, meetings and operation of the Commission consistent with the rules of the Village Board and in accord with all codes, ordinances and resolutions of the Village and applicable law.
- (b) All meetings of the Commission shall be open to the public and in conformance with the Illinois Open Meetings Act.
- (c) A quorum for any meeting shall be a majority of all duly appointed members of the Commission.
- (d) The Commission shall meet once each month and at such other times as it may deem necessary; special meetings may be called by the Chairperson.

- (e) The Commission shall keep written records of all its meetings and proceedings in conformance with the Illinois Freedom of Information Act. Copies of minutes shall be filed with the Village Clerk.”

## SECTION 6

This Ordinance shall be in full force and effect from and after its passage as provided by law.