

ORDINANCE NO. _____ (2013)

VILLAGE OF CRESTWOOD

**AN ORDINANCE
ESTABLISHING A DEPARTMENT OF PARKS AND PROVIDING
FOR THE OPERATION OF PARKS AND RECREATION FACILITIES IN
THE VILLAGE OF CRESTWOOD**

WHEREAS, on November 3, 1977, the Village Board of the Village of Crestwood enacted Ordinance 657, creating the Crestwood Recreation Commission; and

WHEREAS, on February 5, 1987 and again on May 2, 1991, the Village Board of the Village of Crestwood amended Ordinance 657 by Ordinances 1025 and 1238 respectively; and

WHEREAS, the provisions of all three Ordinances 657, 1025 and 1238, have been codified in the Crestwood Village Code as Section 33.090 to Section 33.094; and

WHEREAS, the parks and recreation programs have developed and expanded over succeeding years so as to require updating and expansion of the Village Ordinances pertaining to Parks and Recreation.

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF CRESTWOOD AS FOLLOWS:

SECTION ONE: Repeal of Recreation Provisions. The provisions of Section 33.090 through 33.094 inclusive are hereby repealed.

SECTION TWO: Amended and Restated Provisions of the Recreation Provisions. The following provisions, to be incorporated in the Village of Crestwood Code are Ordained as Section 33.090 and succeeding sections pertaining to the continued operation of the Crestwood Parks and Recreation Commission:

PARKS RECREATION COMMISSION

§ 33.090 COMMISSION ESTABLISHED; APPOINTMENT; TERMS; VACANCIES.

(A) (1) There is hereby established the Parks and Recreation Commission. The Commission shall consist of seven members to be appointed by the Mayor, with the advice and consent of the Board of Trustees.

(2) Each member's term shall be three years, expiring on April 30th of the appropriate year.

(B) No appointment shall be made by the Mayor within 30 days prior to the expiration of the Mayor's term of office.

(C) Vacancies in the Parks and Recreation Commission shall be filled in the same manner as appointments are made and shall be for the unexpired term of the vacancy being filled. (Prior Code, § 2-10-1) (Ord. 657, passed 11-3-1977; Ord. 1238, passed 5-2-1991)

§ 33.091 QUALIFICATIONS; BOND; OATH; REMOVALS FROM OFFICE.

The members of the Parks and Recreation Commission shall possess the qualifications required of other officers of the Village, shall not be required to give bond, shall take oath or affirmation of office as required by law and shall be subject to removal from office in the same manner as other appointive offices of the Village.

(Prior Code, § 2-10-2) (Ord. 657, passed 11-3-1977)

§ 33.092 ORGANIZATION.

(A) *Officers.* The Mayor of the Village shall, annually, designate one of the duly appointed members of the Parks and Recreation Commission as the Chairperson of the Commission and one of the duly appointed members of the Commission as Secretary thereof. The designation by the Mayor of the Chairperson and Secretary shall be made once each fiscal year. The duties and powers of the Chairperson and the Secretary shall be determined by rules and regulations adopted by the Commission.

(B) *Director of Parks and Recreation.* There is hereby established the office of Director of Parks and Recreation. The Director of Parks and Recreation shall be appointed annually by the Mayor in the same manner as other municipal officers, subject to posting bond and oath.

(C) *Meetings; absences.*

(1) Three members of the Parks and Recreation Commission shall constitute a quorum for the purpose of conducting a meeting of the Commission, and regular meetings of the Parks and Recreation Commission shall be held at 7:00 p.m. on the third Tuesday of each month at a place within the Village as determined by the Commission. Minutes of each meeting shall be prepared by the Commission Secretary, approved by the Commission and a copy thereof delivered to the Mayor and Board of Trustees.

(2) In the event of three consecutive unexplained absences from regular meetings of the Parks and Recreation Commission by a member of the Commission, the remaining members may recommend to the Mayor the removal of the absent member.

(Prior Code, § 2-10-3) (Ord. 657, passed 11-3-1977; Ord. 1025, passed 2-5-1987)

§ 33.093 POWERS AND DUTIES; LIMITATIONS OF THE PARKS AND RECREATION COMMISSION.

(A) The Parks and Recreation Commission shall be advisory to the Mayor and Board of Trustees upon:

(1) Dedication, setting apart, acquisition or lease of land or buildings for playgrounds and recreation centers;

(2) The appropriation to be made for the acquisition, conduct, equipment or maintenance of playgrounds, recreation centers and buildings, all Village owned and leased play fields, ice-skating rinks and swimming pools;

(3) The employment of the Director of Parks and Recreation, recreation leaders, center

directors, supervisors, recreation superintendents, crafts teachers or other officers or employees deemed proper for the purposes and purposes related thereto;

(4) To allocate park fields and space between the various not for profit athletic leagues and associations requesting practice and game facilities on all Village owned, or leased playing fields, soccer fields, football fields and baseball fields; and

(5) Other matters as referred to the Parks and Recreation Commission by the Mayor and Board of Trustees for study and recommendation.

(B) The Parks and Recreation Commission shall have no power to incur liability or, in any way, transact business for or in the name of the Village. The capacity of the Parks and Recreation Commission shall be advisory only, and the Mayor and Board of Trustees shall retain the power to provide, maintain and conduct playgrounds and recreation centers, together with all other powers as recited in ILCS Ch. 65, Act 5, Division 95, Article 11, without the prior consent, approval or advice of the Parks and Recreation Commission. (Prior Code, § 2-10-4) (Ord. 657, passed 11-3-1977)

(C) Duties of the Director of Parks and Recreation. The Director of Parks and Recreation shall have the following duties and responsibilities:

- (1) To oversee the overall operations and utilization of the parks and recreation facilities of the Village and its employees;
- (2) To prepare, implement and execute plans for the allocation of park fields and space between the various not for profit athletic leagues, associations and teams for review and approval by the Parks and Recreation Commission; and
- (3) To report periodically to the Board of Trustees on the state of the parks and recreation facilities and the utilization thereof.

33.094 ELIGIBILITY OF ATHLETIC LEAGUES AND ASSOCIATIONS TO UTILIZE FIELDS AND FACILITIES

A. All Eligible athletic associations shall be duly organized as not-for-profit corporations;

B. All Eligible associations shall at all times supply the Village of Crestwood with a current Certificate of Insurance with policy limits of at least \$2,000,000 per occurrence, naming the Village as an additional party insured. Upon good cause shown, the Village Board may reduce the minimum insurance requirement;

C. All Eligible organizations shall demonstrate annually a significant number of Crestwood

residents as officers and participants; and

D. All Eligible organizations shall supply annual compiled or audited statements, prepared by a professional accountant, demonstrating reasonable accounting controls and responsible financial practices.

33.095 CRITERIA FOR ALLOCATION OF FIELDS FOR PRACTICE AND GAME USE

A. The parks and recreation facilities of the Village of Crestwood are paid for with the taxpayers' money. It is therefore appropriate and vital that the use of recreational and athletic facilities and fields be allocated to give priority to leagues, associations and teams composed predominantly of Crestwood athletes, parents and coaches;

B. The willingness of such association or league to provide ongoing maintenance, cleaning, and improvement to the facilities utilized;

C. The use of recreational and athletic facilities and fields shall be allocated to give priority to resident leagues, association and teams as opposed to traveling teams; and

D. The use of recreational and athletic facilities and fields shall be allocated to give priority to teams in the normal season of their respective sport.

§ 33.096 USER FEES AND RENTALS

It shall be unlawful for any league, association, organization or team to charge any user fees or rentals to any other league, association, organization or team for the use of Village fields or facilities. The Board of Trustees may establish user fees or rentals to be used for Park purposes or to make grants to leagues, associations, organizations or teams providing labor material to the parks or field, or otherwise contributing the recreation of the citizens of the Village of Crestwood.

§ 33.097 COMPENSATION

The Chairperson and Secretary of the Parks and Recreation Commission shall each receive \$7.50 for each meeting of the Parks and Recreation Commission attended, but not to exceed two compensable meetings per month, and the other three members of the Parks and Recreation Commission shall each receive \$5 for each meeting of the Commission attended, but not to exceed two compensable meetings per month. Upon approval by the Mayor and Village Board, funds may be paid for necessary and proper expenses of the Parks and Recreation Commission, and members may be reimbursed, upon the approval, for necessary and proper expenses. (Prior Code, § 2-10-5)

(Ord. 657, passed 11-3-1977)

Compensation of the Parks and Recreation Director shall be established by the Board of Trustees annually.

SECTION THREE: This Ordinance shall be in full force and effect from and after its adoption and approval.

Passed and approved this _____ day of August, 2013.

Ayes:

Nays:

Absent:

Trustees:

Jeannette O'Donnell, Village Clerk

Approved by me this _____ day of August, 2013.

Louis Presta, Mayor

Attested and filed in my office this _____ day of August, 2013.

Jeannette O'Donnell, Village Clerk