

Chapter 12. Boards, Committees and Commissions

§ 12-2. Parks, Recreation and Forestry Committee.

[Amended 6-3-1991; 6-21-1999; 2-7-2005 by Ord. No. 07-2004; 12-18-2006 by Ord. No. 18-2006; 12-17-2007 by Ord. No. 13-2007; 5-4-2009 by Ord. No. 05-2009]

- A. The Committee shall be comprised of one Village Board member and four citizen members. The Director of Parks & Recreation and the Village Forester shall be the staff liaisons for this Committee
[Amended 6-15-2009 by Ord. No. 09-2009; 6-4-2012 by Ord. No. 05-2012; 2-3-2014 by Ord. No. 01-2014]
- B. Appointments.
- (1) The Village Board member of the Committee shall be appointed by the Village President subject to confirmation by the Village Board. The Board member shall serve for a one-year term commencing May 1 or until his/her successor is appointed and confirmed by the Board. (The Trustee shall be designated by the Village President to serve as Chairperson of the Committee.)
 - (2) Citizen members. The citizen members of the Committee shall be appointed by the Village President subject to confirmation by the Village Board.
 - (3) The citizen members shall serve for two-year terms commencing May 1 or until their successors are appointed and confirmed by the Board. The terms shall be staggered so not more than two such appointments are made annually.
- C. Duties and responsibilities. The Committee shall have the following duties and responsibilities, which are not all inclusive and shall be advisory except as otherwise provided:
- (1) Parks.
 - (a) To create and develop both a short- and long-term plan and budget for the creation, development, and acceptance of parkland or purchase of parkland, and/or the development of recreational trails. Said plan should be reviewed on an annual basis to ensure that it continues to meet the needs of the community.
 - (b) To develop criteria by which the Committee, the Public Works and Properties Committee and the Village Board can determine if parkland, recreational trails or passive parkland is acceptable. These criteria shall be in a written form which shall be provided to each developer, citizen or interested individual for his or her use in proposing the development of, acceptance of or purchase of parkland or recreational trails.
 - (c) To maintain an inventory of the parks, their usage and to determine if the needs of the neighborhood within which the park or recreational trail is located are being met.
 - (d) To create and develop a plan with an associated budget for maintaining the existing park areas and recreational trails within the Village.
 - (e) To create and develop a capital improvement plan/budget for upgrading, replacing and adding to existing park/recreational facilities, equipment and/or recreational trails within

the Village.

- (f) To research and apply for and seek alternate funding sources such as grants, donations and bequests.
- (g) To identify projects which will require fund-raising activities, and upon identification, the Village Board shall create an Ad Hoc Fund-Raising Committee. One member of the Committee shall serve on this Committee, along with four citizen members as appointed by the Village President and approved by the Village Board.

(2) Forestry.

- (a) To serve in an advisory capacity to the Village Board relating to trees and shrubs located within street rights-of-way, parks, cemeteries, and other public places in the Village, and to trees and shrubs located on private property that constitute a hazard, threat or nuisance as described herein.
- (b) To prepare and maintain an inventory of trees located on public lands within the Village.
- (c) To prepare and recommend to the Village Board a plan for the planting, care and maintenance of trees in the Village, including the number, species and location.
- (d) To identify, improve and promote desirable plant species.
- (e) To apply for county, state, federal and private grant moneys for the preparation and implementation of the Village's trees and natural area program upon approval by the Village Board.
- (f) To recommend such persons or firms who are qualified in urban forestry to assist in the development of urban forestry and natural area management for the Village.
- (g) To provide a forum for and encourage public comments on Village tree and natural area plans and programs.
- (h) To annually conduct Arbor Day observance and ceremonies.
- (i) Inform and educate Village citizens about the care of natural areas in their neighborhoods.
- (j) To maintain "Tree City USA" status.

(3) Recreation.

- (a) To work with the Recreation Director to provide recreational (educational and leisure) activities, both physical and/or cultural in nature, to the Village and Town residents; to annually review that these recreational, educational and leisure activities meet the needs for all income and age groups of the community.
- (b) To work with other communities, organizations or service agencies to provide the most cost-effective method of developing and maintaining recreational programs or activities.
- (c) To develop a working relationship with other educational facilities, schools and colleges to provide programs for the community.
- (d) To work with the Public Works and Properties Committee to develop and maintain areas for recreational programs.