

**AN ORDINANCE AMENDING THE CARPENTERSVILLE MUNICIPAL CODE BY ADDING
CHAPTER 2.94, "IMPROVEMENT COMMISSION"**

WHEREAS, the President and Board of Trustees have heretofore created a special committee known as the Carpentersville improvement committee for the purpose of recommending policies for the improvement of village neighborhoods; and

WHEREAS, the President and Board of Trustees find it to be in the best interests of the village to formalize the Carpentersville improvement committee as an established commission of the village; and

WHEREAS, the President and Board of Trustees find it to be in the best interests of the village to create a Carpentersville improvement commission and to establish by ordinance the requirements for membership and the duties and responsibilities of the improvement commission.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Carpentersville, Kane County, Illinois, as follows:

SECTION 1:

The Carpentersville Municipal Code, Title 2, "Administration and Personnel", is hereby amended by adding Chapter 2.94, entitled "Improvement Commission", which shall read as follows:

Chapter 2.94 IMPROVEMENT COMMISSION

Sections:

- 2.94.010 Established.
- 2.94.020 Purpose.
- 2.94.030 Membership - appointment.
- 2.94.040 Term of office.
- 2.94.050 Removal.
- 2.94.060 Officers and duties.
- 2.94.070 Meetings.
- 2.94.080 Powers and duties.
- 2.94.090 Subcommittees.

2.94.010 Established.

There is established a commission known as the Carpentersville improvement commission. This commission shall be comprised of and shall exercise the duties as set forth in this ordinance.

2.94.020 Purpose.

The improvement commission shall be an advisory commission to the village board who shall make recommendations to the village board concerning both short-term and long-range projects to enhance the physical appearance of neighborhoods within the village.

2.94.030 Membership - appointment.

The improvement commission shall consist of seven members appointed by the village president with the advice and consent of the board of trustees. No more than two members of the commission shall be from the president and village board of trustees. The remaining members shall be electors who have been residents of the village for at least one year. Members shall serve without compensation.

2.94.040 Term of office.

The terms of office for non trustee members shall be two years until a successor is appointed and qualified. Terms of office may be adjusted by the village president to assure that no more than three member's terms end in any particular year. Each commission member who is a trustee shall be appointed for a term that coincides with his or her term of office as a member of the village board. Any vacancy shall be filled by appointment for the unexpired portion of the term.

2.94.050 Removal

Prior to the expiration of his or her term, members of the commission may be removed from the commission as provided in the Carpentersville Municipal Code, Title 2, "Administration and Personnel", Chapter 2.98, "Removal of Board, Commission and Committee Members".

2.94.060 Officers – duties

A. The Village President shall appoint the chairman of the commission who shall serve for a two-year term. At the first meeting of every other fiscal year, the members of the commission shall select a vice-chairman and secretary.

B. The chairman shall convene and preside over all meetings, assist in the preparation of meeting agendas, and act as the liaison to the president and board of trustees.

C. The vice chairman shall convene and preside over meetings, assist in the preparation of the agenda and act as the liaison to the president and the board of trustees in the absence of the chairman.

D. The secretary shall keep an accurate record of the activities of the commission, including meeting minutes, which shall be preserved and be available for inspection in accordance with the provisions of the Illinois Open Meetings Act.

2.50.070 Meetings

A. All meetings of the commission shall be held monthly at regularly scheduled times to be established by the commission at the beginning of each calendar year, or at any time upon the call of the chairman or at the request of three other commission members.

B. All meetings of the commission shall be open to the public and shall comply with the provisions of the Illinois Open Meetings Act. Notification of all meetings in the form of posting the agenda for the meeting shall be made no less than 48 hours in advance and shall include the date, time, and place of the meeting.

C. The agenda shall be subject to approval by the chairman. Any two members may suggest an item for the agenda at least 7 days in advance before notice of the meeting is posted.

D. Robert's Rules of Order shall govern the procedures of the meetings when the procedures are not covered by the Bylaws.

2.94.080 Powers and duties.

The commission shall have the following duties:

- A. To serve as a resource, advisory, and recommending body to the president and board of trustees on matters concerning neighborhood improvement of the Village;
- B. To assist the Community Development Department with activities that promote residential and commercial property care and maintenance throughout the Village;
- C. To recommend short term and long range programs for neighborhood improvement;
- D. To hear and review requests on matters involving neighborhood improvement, and the promotion, preservation, protection and enhancement of the physical appearance of the Village;
- E. To encourage and enlist the volunteer services of residents to assist in achieving the goals of Village neighborhood improvement;
- F. To expend only such municipal funds as may be appropriated and approved by the president and board of trustees;
- G. To recommend educational programs for neighborhood improvement;
- H. To assist in communication with residents, government agencies, private organizations, businesses and other neighborhoods on matters of neighborhood improvement; and
- I. To perform such other duties and functions as may be requested of it by the president and board of trustees of the Village.

2.94.090 Subcommittees

The commission shall be authorized to enlist volunteer services of such other members of the community who may assist the commission in achieving the goal of neighborhood improvement.

SECTION 2:

Those sections, paragraphs, and provisions of Title 2, of the Village of Carpentersville Municipal Code which are not expressly amended or repealed by this Ordinance are hereby re-enacted, and it is expressly declared to be the intention of this Ordinance not to repeal or amend any portions of the Village of Carpentersville Municipal Code other than those expressly amended or repealed in Section 1 of this Ordinance.

SECTION 3:

The invalidity of any section or provision of this Ordinance hereby passed and approved shall not invalidate other sections or provisions thereof.

SECTION 4:

The provisions of this Ordinance shall be in full force and effect upon its passage, approval and publication, in accordance with law.

Motion made by Trustee _____, seconded by Trustee _____, that the Ordinance be passed.

ADOPTED BY THE PRESIDENT AND BOARD OF TRUSTEES of the Village of Carpentersville, Illinois at a regular meeting thereof held on the ____ day of _____, 2009, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED by me this ____ day of _____, 2009.

Village President

(SEAL)

ATTEST:

Village Clerk