

## Ordinance 2022-03

### Creating a Parks and Recreation Advisory Board For the Village of West Liberty, Logan County, Ohio

- (A) (1) There shall be a Parks Advisory Board whose mission will be to oversee, plan, and make recommendations to the Mayor and Village Council regarding conservation, management, and development as necessary of the numerous parks and green spaces for the benefit of the entire village.
- (2) The Board members shall be appointed by the Mayor with the recommendations from the West Liberty Lions Club, the West Liberty Baseball Association, one at Large Member selected by the Mayor, two Council members as appointed by the Mayor, and the West Liberty-Salem School.
- (3) There shall be a six-member Board. These Board members shall be appointed every year by January 1.
- (4) Each January the Board shall meet and elect a Chairperson from one of the two Council members. Thereafter the Board shall meet as needed throughout the year to conduct its business. Minimally, the Board shall meet twice a year. In January to organize and prepare the annual plan for the year, and in the fall to create a budget proposal for the Council's Finance Committee. Other meetings will be at the discretion of the Board Chairperson.
- (5) Actions taken by the Board shall require a simple majority vote of the Board members.
- (6) The Council members on this Board shall report back to the Council meetings.
- (7) Board members shall receive no compensation for their service.
- (8) When a board member fails to attend three consecutive regular meetings of the board, the absences shall be reported to the mayor by the Chairperson of the Board. The mayor will then contact the organization that recommended that member to make sure the organization has the absence addressed.
- (9) The Board will obtain purchase orders before spending any money in the Parks budget. Large capital improvements should be brought before Council for approval. The Board may write grants but Council should be made aware through the Board's Council representatives.
- (10) The Board is a unified voice for bettering the community. Activities planned for each park will be coordinated through this Board.
- (11) The Board's annual plan for the parks and recreation area maintenance shall be submitted to Council by the first meeting of the Council in February.
- (12) The Board's budget for the next year shall be submitted to the Council's Finance Committee by November 1.

1st Reading: 2-14-2022

Vote: Yeas: 5 Nays: 0

2nd Reading: \_\_\_\_\_

Vote: Yeas: Nays:

3rd Reading: \_\_\_\_\_

Vote: Yeas: Nays:

PASSED: 2-14-2022

SIGNED: Jill C. McKelvey  
Mayor - Jill C. McKelvey

ATTEST: Cindee M. Boyd  
Clerk/Treasurer  
Cindee M. Boyd

APPROVED: 2-14-2022

SIGNED: Jayne Griffith  
President of Council  
Jayne Griffith