



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title: Approval of an Ordinance Amending Title 2 “Administration and Personnel” of the St. Charles Municipal Code – Various Revisions

Presenter: Mayor DeWitte

Please check appropriate box:

<input type="checkbox"/>	Government Operations	<input checked="" type="checkbox"/>	Government Services (9/24/12)
<input type="checkbox"/>	Planning & Development	<input type="checkbox"/>	City Council
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	

Estimated Cost:		Budgeted:	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> X	<input type="checkbox"/> NO	
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If NO, please explain how item will be funded:

Executive Summary:

This is a housekeeping ordinance to update some of the City commissions and boards in Title 2 “Administration and Personnel” of the St. Charles Municipal Code:

Chapter 2.14 “Board of Health,” Chapter 2.15 “First Street Public Space Design Committee,” Chapter 2.16 “Board of Local Improvements,” Chapter 2.25 “Housing Commission,” Chapter 2.26 “Youth Commission,” Chapter 2.28 Plan Commission, and Chapter 2.29 “St. Charles Cultural Commission.”

Attachments: (please list)

Ordinance

Recommendation / Suggested Action (briefly explain):

Recommendation to approve an Ordinance Amending Title 2 “Administration and Personnel” of the St. Charles Municipal Code – Various Revisions.

For office use only:

Agenda Item Number: 5.a

**City of St. Charles, Illinois
Ordinance 2012-M-**

**An Ordinance Amending Title 2 “Administration and Personnel,
~~Chapter 2.14 “Board of Health,” Chapter 2.15 “First Street Public
Space Design Committee,” Chapter 2.16 “Board of Local Improvements,”
Chapter 2.25 “Housing Commission,”
Chapter 2.26 “Youth Commission,” Chapter 2.28 Plan
Commission, Chapter 2.29 “St. Charles Cultural Commission,”
And Chapter 2.46 “St. Charles 708 Mental Health Board of the
St. Charles Municipal Code – Various Revisions~~**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ST. CHARLES, KANE
AND DUPAGE COUNTIES, ILLINOIS AS FOLLOWS:**

Section 1. That ~~Chapter~~ Title 2, “Administration and Personnel,” Chapter 2.14,
entitled “Board of Health,” of Title 2, ~~“Administrative and Personnel,”~~ of the St. Charles
Municipal Code, is hereby repealed in its entirety, *and in lieu thereof the following new Chapter
2.14 shall be added as follows:*

“ *Chapter 2.14*

BOARDS AND COMMISSIONS

Sections:

- 2.14.010 Applicability.*
- 2.14.020 Removal/Vacancy.*

2.14.010 Applicability.

*This Chapter shall be applicable to all Boards and Commissions provided for in this
Title, where Board members or Commissioners are appointed by the Mayor, except to the extent
otherwise preempted by law.*

2.14.020 Removal/Vacancy.

*Any member of a Board or Commission may be removed by the Mayor for
absenteeism, neglect of duty, misconduct or malfeasance in office, after being given a written
statement of the charges and an opportunity to respond within 30 days and be heard thereon.
Any Board member or Commissioner who is absent from three (3) consecutive regular meetings
of the Board or Commission shall be deemed to have resigned from the Board or Commission,
and a vacancy may be declared to exist by the Mayor. “*

Section 2. That *Title 2, "Administration and Personnel,"* Chapter 2.15, ~~entitled "First Street Public Space Design Committee," of Title 2, "Administrative and Personnel,"~~ of the St. Charles Municipal Code, is hereby repealed in its entirety.

Section 3. That *Title 2, "Administration and Personnel,"* Chapter 2.16, ~~entitled "Board of Local Improvements," of Title 2, "Administrative and Personnel,"~~ of the St. Charles Municipal Code, is hereby repealed in its entirety.

Section 4. That Title 2, "~~Administrative~~*ion* and Personnel," Chapter 2.2525, "Housing Commission," Section 2.25.090 "~~Voting~~*Voting*/Quorum" be and is hereby amended by deleting the same and substituting the following therefore:

"2.25.090 Voting/Quorum

Each Commission member, including ex-officio members, shall have one vote and all votes shall be decided by a majority of a quorum. A quorum shall consist of ~~four~~*five (5)* or more members."

(Ord. 2005-M-57 § 1.)

Section 5. That Title 2, "~~Administrative~~*ion* and Personnel," Chapter 2.26, "Youth Commission," Section 2.26.010, "Composition," Section 2.26.020, "Purpose," Section 2.26.030, "Members – Appointment," and Section 2.26.050, "Members – Terms to Begin When" be and ~~are is~~ hereby amended by deleting ~~the same~~ and substituting the following therefore:

"2.26.010 Composition.

The St. Charles community ~~Y~~*youth* ~~C~~*ommission*, from and after May 1, 1967, shall consist of ~~five~~*ten (10)* members ~~who shall be residents of the city.~~

(Ord. 1967-12 § 1; Ord. 1965-7 § 1.)

2.26.020 Purpose.

The overall purposes of the ~~Y~~*youth* ~~C~~*ommission* shall be to encourage the continuing betterment of opportunities for the wholesome development of youth in the St. Charles community.

(Ord. 1965-7 § 2.)

2.26.030 Members - Appointment.

The ~~seven~~*ten (10)* members of the ~~Y~~*youth* ~~C~~*ommission* shall be appointed by the mayor with the approval of the city council commencing as of May 1, 1967. No more than three (3) of the commission members can reside outside the city limits. The chairman shall be elected by the commission from its own membership. The commission shall also elect as many officers as it may choose.

(Ord. 2004-M-16 § 1; Ord. 1967-12 § 3; Ord. 1965-7 § 3.)

2.26.050 Members - Terms to begin when.

~~The terms of the members of the commission shall begin on March 15, 1965, and on May 1, 1967; Members shall be appointed to a term of two (2) years; the terms of the appointments shall coincide with the fiscal year of the city beginning on May 1st of each year. (Ord. 1965-7 § 6.)~~

Section 6. That Title 2, “Administration and Personnel,” Chapter 2.28, “Plan Commission,” Section 2.28.060E, “Powers, Item E” be and is hereby amended *to read as follows: by adding the following to end of sentence therefore:*

“E. To exercise such other powers as may be conferred by the City Council (*cross referenced to Section 17.04 of the City Code regarding powers and duties*).”

Section 7. That Title 2, “Administration and Personnel,” Chapter 2.29, “St. Charles Cultural Commission,” Section 2.29.060E, “Duties, Item E,” Section 2.29.070, “Annual Report,” and Section 2.29.300, “Meetings” be and *are* hereby amended by deleting the same and substituting the following therefore:

“2.29.060 Duties.

E. Make recommendations of a budget for the provision of services. ~~provided such budget shall be two and one-half (2.5%) percent of the amount estimated by the Government Operations Committee to be received by the City from the Municipal Hotel Operator’s Occupation Tax pursuant to Chapter 3.32 of the St. Charles Municipal Code.~~

(Ord. 2002-M-22 § 1; Ord. 2001-M-5 § 1; Ord. 2000-M-9 § 1; Ord. 1998-M-29 § 1; Ord. 1997-M-28 § 1; Ord. 1995-M-50 § 1.)

2.29.070 Annual Report.

~~No later than March 15 of each~~ *Each* year the St. Charles Cultural Commission shall make a report to ~~the year the St. Charles Cultural Commission shall make a report to~~ the Government Operations Committee of the City Council which shall include its recommendations relative to a budget, allocation of funds for services and recommended contracts relative to the fiscal year beginning May 1 of the year such report is given; and such report shall also include an analysis of the effectiveness of such services being provided including the number of participants and estimated numbers taking advantage of such services.

(Ord. 2001-M-5 § 1; Ord. 1995-M-50 § 1.)

2.29.300 Meetings.

~~The Commission shall meet at least four times a year.~~ The Commission members shall set the time and place ~~for~~ the meetings ~~as necessary of the Commission.~~

(Ord. 2001-M-5 § 1; Ord. 1995-M-50 § 1.)

Section 8. That Title 2 “Administrative and Personnel,” ~~add a new chapter entitled Chapter 2.46 “St. Charles 708 Mental Health Board,”~~ be and is hereby amended by the following therefore:

Section 89. That after the adoption and approval hereof the Ordinance shall (i) be printed or published in book or pamphlet form, published by the authority of the Council, or (ii) within thirty (30) days after the adoption and approval hereof, be published in a newspaper published in and with a general circulation within the City of St. Charles.

PRESENTED to the City Council of the City of St. Charles, Illinois this _____ day of _____ 2012.

PASSED by the City Council of the City of St. Charles, Illinois this _____ day of _____ 2012.

APPROVED by the Mayor of the City of St. Charles, Illinois, this _____ day of _____ 2012.

Mayor

City Clerk

COUNCIL VOTE:

Ayes: _____

Nays: _____

Absent: _____

APPROVED AS TO FORM:

City Attorney

Date: _____