

Ordinance #20-0001

We the City Council of the City of Highland Park do hereby initiate the following proposed ordinance:

AN ORDINANCE to amend the Highland Park Administration Code, Part Two, by adding Chapter 252 to establish the Citizens District Advisory Councils.

CROSS REFERENCE: 2019 Charter Sec 7-18 Advisory Boards (1) Citizens District Advisory Councils (CDACs)

WHEREAS, the City of Highland Park Charter Section 7-18 states:

- (1) Citizen District Advisory Councils (CDACs)
CDACs exist to meet with residents in their respective districts and discuss ideas pertinent to those neighborhoods. Ideas will be shared amongst the various CDACs and with City officials to promote a more efficient and enjoyable city.
 - a. There shall be six districts that comprise the CDACs. There shall be two (2) districts in each proposed city council district.
 - b. Each District Council will have five members. Two of the members shall be appointed by the Mayor and two appointed by City Council. The fifth member will be selected by the four members already appointed.
 - c. All CDAC members must be Highland Park residents.
 - d. CDAC members will not be compensated for their service, and lack the capacity to execute any official act of the City.
 - e. CDAC members serve at the pleasure of the appointing authority. However, the member selected by their peers, can be removed if a majority of the appointed members agree to do so.
- (2) The Mayor and City Council shall meet with each district council at least twice a year to discuss issues that affect and concern the citizens living in the area.
- (3) Non At Large City Council members shall meet as least twice a year with their respective CDACs.
- (4) CDAC members will serve three year terms, unless they are reappointed or removed.
- (5) The CDACs shall select officers in order to conduct their meetings in an orderly manner.
- (6) Each CDAC will have one (1) posting location within the respective CDAC

WHEREAS, the City of Highland Park desires to adopt policies and procedures for the establishment of the Highland Park CDACs;

NOW, THEREFORE, THE CITY OF HIGHLAND PARK ORDAINS:

Section 1. Part Two, Title 8 of the Codified Ordinances of Highland Park, 1983, be amended by adding Sections 252.01 through 252.09, to read as follows:

Part Two. Administration Code
Title 8. Boards, Commissions, and Authorities
Chapter 252. Highland Park Citizens District Advisory Councils

252.01 PURPOSE.

CDACs exist to meet with residents in their respective districts and discuss ideas pertinent to those neighborhoods. Ideas will be shared amongst the various CDACs and with City officials to promote a more efficient and enjoyable city.

(2019 CHRT. Sec. 7-18)

252.02 POWERS AND DUTIES.

Organize public meetings with residents in the district area to discuss ideas pertinent to the neighborhood. Organize public meetings with City Council members to share ideas to promote a more efficient and enjoyable city. Organize public meetings with the Mayor to share ideas to promote a more efficient and enjoyable city. Organize meetings with Non At Large City Council members who represent their districts to share ideas to promote a more efficient and enjoyable city

252.03 COMPENSATION.

The members of the CDACs shall serve without compensation.

252.04 APPOINTMENT OF CDAC COUNCIL MEMBERS.

Each District Council will have five members. Two of the members shall be appointed by the Mayor and two appointed by City Council. The fifth member will be selected by the four members already appointed.

- a. City Council shall establish within 30 days of the effective date of this ordinance the boundaries of each CDAC such that no CDAC boundaries overlap.
- b. City Council shall redraw boundaries of each CDAC at the same time that districts are redrawn following the decennial census.
- c. Appointments by the Mayor and City Council must be made within 60 days of the effective date of this ordinance.
- d. If appointments are not made by the Mayor within 60 days, the City Council may fill those vacancies within the following 30 days.
- e. If appointments are not made by the City Council within 60 days, the Mayor may fill those vacancies within the following 30 days.
- f. The appointment of the fifth member shall be made within 30 days of the appointment of the fourth member.

252.05 COMPOSITION OF THE CDACs.

There shall be six districts that comprise the CDACs. There shall be two (2) districts in each proposed city council district. Each District Council will have five members.

252.06 TERMS OF COUNCIL MEMBERS.

CDAC members will serve three-year terms, unless they are reappointed or removed.

252.07 QUALIFICATION REQUIREMENTS FOR COMMISSIONERS.

All CDAC members must be Highland Park residents and live within the boundary of their CDAC district.

252.08 OFFICERS; MEETINGS.

The CDACs shall select officers in order to conduct their meetings in an orderly manner.

252.09 REMOVAL OF COMMISSIONERS FROM OFFICE; WITHDRAWAL OF COMMISSIONERS; FILLING VACANCIES.

- a. CDAC members serve at the pleasure of the appointing authority. However, the member selected by their peers, can be removed if a majority of the appointed members agree to do so.
- b. A Council Member may withdraw from their position by submitting a written notice of withdrawal to the presiding officer of the CDAC. Any such withdrawal of a Council Member is effective once the presiding officer receives a Council Member's written withdrawal from the CDAC.
- c. Vacancies on the CDACs shall be filled by the original appointing authority within 30 days of the occurrence of the vacancy for the remaining duration of the unexpired term.
- d. If the Mayor is the appointing authority and does not fill a vacancy within 30 days the City Council may fill the vacancy within the following 30 days.
- e. If the City Council is the original appointing authority and does not fill a vacancy within 30 days the Mayor may fill the vacancy within the following 30 days.
- f. If the four CDAC members are the appointing authority and do not fill a vacancy within 30 days then the City Council may fill the vacancy within the following 30 days.

Section 2. All ordinances or parts of ordinances, or resolutions, in conflict with this ordinance are repealed.

Section 3. The invalidity or unenforceability of any particular phrase, clause, term, word, sentence, paragraph, or section of this Ordinance shall not affect the validity or enforceability of the remaining portions and this Ordinance shall be construed in all respects as if such invalid or unenforceable phrases, clauses, terms, words, sentences, paragraphs, or sections were omitted.