

TITLE 2**BOARDS AND COMMISSIONS, ETC.¹****CHAPTER**

1. INDUSTRIAL DEVELOPMENT BOARD.
2. RECREATION ADVISORY BOARD.
3. DESIGN REVIEW COMMISSION.

CHAPTER 1**INDUSTRIAL DEVELOPMENT BOARD²****SECTION**

- 2-101. Purposes.
- 2-102. Directors.
- 2-103. Nonprofit status.

2-101. Purposes. The purposes for which the industrial development board is organized are to finance, acquire, own, lease, and/or dispose of properties, to increase employment opportunities, to promote industry, trade, commerce, tourism and recreation, agriculture and housing construction by inducing manufacturing, industrial, governmental, educational, financial, service, commercial, recreational and agricultural enterprises to locate in or remain in the Town of Chapel Hill, Tennessee, and to exercise the authority of and pursue the objectives of industrial development corporations as provided for in *Tennessee Code Annotated*, title 7, chapter 28, thereof (the "Act"). Prior to the financing of any project under the Act, the corporation shall have obtained the written approval of the governing body of the Town of Chapel Hill, Tennessee, to the financing of such project. (2005 Code, § 2-101)

2-102. Directors. The industrial development board shall have seven (7) directors, all of whom shall be duly qualified electors of and taxpayers in the Town of Chapel Hill, Tennessee, whose terms of office, qualifications and duties shall be as provided for in *Tennessee Code Annotated*, title 7, chapter 53, as amended. (2005 Code, § 2-102, modified)

¹Municipal code reference

Planning commission: title 14, chapter 1.

²The provisions of this chapter were taken from the Charter of the Industrial Development Board.

2-103. Nonprofit status. The industrial development board shall be a nonprofit corporation as provided for in *Tennessee Code Annotated*, title 7, chapter 28, and shall constitute a public instrumentality of the Town of Chapel Hill, Tennessee, but shall have no power to obligate the municipality in any way, all as provided for in *Tennessee Code Annotated*, title 7, chapter 28. (2005 Code, § 2-103)

CHAPTER 2

RECREATION ADVISORY BOARD

SECTION

- 2-201. Definitions.
- 2-202. Creation--eligibility.
- 2-203. Terms of board members.
- 2-204. Officers--meetings--quorum.
- 2-205. Powers and duties.
- 2-206. Vacancies.
- 2-207. Conflicts of interest.

2-201. Definitions. As used herein:

(1) "Board" means the Town of Chapel Hill Parks and Recreation Advisory Board; and

(2) "Parks" means areas of land owned by the town and used for public recreation purposes, picnic grounds, playgrounds, athletic fields, community centers, recreation centers, as well as other recreational facilities and open space used for the benefit of the public. (2005 Code, § 2-201)

2-202. Creation--eligibility. (1) There is hereby created a parks and recreation advisory board as a subsidiary commission of the board of mayor and aldermen, consisting of seven (7) voting members, each appointed by the mayor and approved by a majority vote of the board of mayor and aldermen. Appointments shall be made from citizens of recognized fitness for the position, based on a demonstrated interest in parks and recreation, and to some degree, based on professional training/expertise in related fields. The mayor and one (1) aldermen shall serve as two (2) of the seven (7) members of the board. The other initial members of the board shall include members of the existing parks and recreation board.

(2) Compensation. No board member shall receive any compensation for his or her services. (2005 Code, § 2-202)

2-203. Terms of board members. Board members shall be appointed to two (2) year terms running from January 1 through December 31, or until a member's successor is duly appointed and confirmed. Terms shall be staggered so that one-third (1/3) of terms expire each year. Members of the board serve at the will and pleasure of the mayor and may be removed at any time with or without cause and with or without notice. If any member whose term has expired wishes to remain on the park and recreation board, he shall submit an application to the mayor for appointment and approval by the board of mayor and aldermen. (2005 Code, § 2-203)

2-204. Officers--meetings--quorum. (1) Members of the board shall meet and organize by electing from the members of the board a chair and vice-chair and secretary and such other officers as may be necessary. The chair and vice-chair shall be elected for a one (1) year term taking office January 1. All board members present are eligible to vote. In the event the chair is unable to complete his or her term, the vice-chair will assume the position of the chair until the expiration of the one (1) year term, and a new vice-chair shall be elected. The town administrator or his proxy shall serve as an ex officio member of the park and recreation board.

(2) The chair shall preside at all meetings of the board and in his or her absence, the vice-chair shall preside.

(3) A majority of the board shall constitute a quorum, and affirmative votes shall be necessary to carry any proposition.

(4) A meeting of the board shall be held at least once every three (3) months.

(5) All meetings are required to abide by Tennessee state laws and required to be advertised in local newspaper in accordance with the Open Records Act. (2005 Code, § 2-204)

2-205. Powers and duties. The board shall:

(1) Develop bylaws consistent with this chapter to govern the internal affairs of the board. The Chapel Hill Board of Mayor and Aldermen must approve all bylaws;

(2) Advertise and make recommendations to the board of mayor and aldermen regarding acquisition, promotion, improvement, maintenance, and use of town parks, and advertise and make recommendations in regards to recreational programs and events. All recommendations presented to the board of mayor and aldermen should include estimates of the impact on the annual revenues and operating expenses, as well as the projected capital cost of the project;

(3) Make suggestions regarding available grants for the purpose of supporting town parks;

(4) Coordinate with the town administrator to assure that the board's recommendations are feasible and practical;

(5) Submit to the board of mayor and aldermen during March of each year a report of accomplishments for the previous year and an annual work-plan recommendation for the development and operation of the parks and recreation program and facilities, for the information of and as a recommendation to the board of mayor and aldermen in preparing the annual parks and recreation budget;

(6) Carry out other parks and recreation related tasks assigned by the board of mayor and aldermen or by ordinance; and

(7) Concurrently, the purchase of all materials, supplies, equipment and services shall be strictly regulated and performed by the Town of Chapel Hill and are required to have a purchase order. (2005 Code, § 2-205)

2-206. Vacancies. The office of any member shall become vacant upon his or her resignation delivered to the chairman of the board. Any member who misses three (3) regularly scheduled meetings in a calendar year will immediately and without notice be automatically removed from the board. The mayor shall then appoint and the board of mayor and aldermen shall approve a new member to serve the remainder of the removed member's term on the park and recreation board. (2005 Code, § 2-206)

2-207. Conflicts of interest. It is specifically understood that all members of the park and recreation advisory board shall with their appointments receive and accept the responsibilities of public trust and no member of the park and recreation advisory board, directly or indirectly, shall participate in any way in any decision, effort or function which even possibly ensures to his benefit, financially or otherwise. All members shall comply with the town ethics policy. (2005 Code, § 2-207)

CHAPTER 3**DESIGN REVIEW COMMISSION****SECTION**

2-301. Created.

2-301. Created. A design review commission is hereby created and the planning commission is designated as the design review commission. The design review commission shall develop and adopt general guidelines for the exterior appearance of nonresidential property, multiple-family residential property, and any entrance to a nonresidential development within the town as authorized by *Tennessee Code Annotated*, § 6-54-133. (2005 Code, § 2-301)