

ORDINANCE NO: 09-04

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF CORUNNA, MICHIGAN, CHAPTER 2. ADMINISTRATION, ARTICLE IV. BOARDS AND COMMISSIONS BY CHANGING DIVISION 1. YOUTH SPORTS AND RECREATION COMMISSION, SECTIONS 2-141 THROUGH 2-155, OF THE CITY OF CORUNNA CODE.

THE CITY OF CORUNNA, MICHIGAN, ORDAINS:

DIVISION 1. YOUTH SPORTS & RECREATION COMMISSION

SECTION I. Sec. 2-141. Established.

The ~~y~~Youth ~~s~~Sports and ~~r~~Recreation ~~e~~Commission heretofore established is continued.

SECTION II. Sec. 2-142. Purpose.

The purpose of the ~~y~~Youth ~~s~~Sports and ~~r~~Recreation ~~e~~Commission is to add a quality of life to the children and the community with a safe environment in which to play, to be taught sportsmanship and learn the skills of playing the game.

SECTION III. Sec. 2-143. Membership.

~~The youth sports and recreation commission heretofore established is continued.~~

- (1) The ~~y~~Youth ~~s~~Sports and ~~r~~Recreation ~~e~~Commission shall consist of nine (9) to eleven (11) administrative officers appointed in accordance with section 4.7 (administrative service) of the City Charter for indefinite terms serving at the pleasure of the council.
- (2) The ~~y~~Youth ~~s~~Sports and ~~r~~Recreation ~~e~~Commission shall elect from its membership a chairperson, vice-chairperson, **treasurer** and secretary selected by the commission and appointed every year. All meetings must have a majority of commission members present to enact business. The majority of commission members shall reside within the Corunna School District.
- (3) All members of the ~~y~~Youth ~~s~~Sports and ~~r~~Recreation ~~e~~Commission shall serve as such without compensation. The nine (9) to eleven (11) person commission membership shall be comprised of at least four (4) coaches.
- (4) ~~The youth sports and recreation commission shall fall under the umbrella of the Parks and Recreation Director.~~
- (5) Proposed meeting minutes are to be turned into the **Chairperson Parks and Recreation Director** within ten business days following the board meeting. Approved minutes are to be submitted to the city clerk within five days of approval.

- (6) Any board member absent three consecutive meetings or 25 percent of regular meetings in a calendar year, without prior approval by the city manager, will be considered for removal from the board. All absences shall be recorded in the meeting minutes.
- (7) ~~Upon recommendation of the city manager, the city council shall appoint the Parks and Recreation Director as an ex-officio member of the commission.~~ **League Director(s) shall be appointed by the Commission, and serve as ex-officio member(s) to the Commission.** The ex-officio member shall not have a vote at the meetings, but shall sit only in an advisory capacity.
- (8) All administrative officers shall be responsible to the city manager in and for the performance of the duties of their office.
- (9) The ~~y~~**Y**outh ~~s~~**S**ports and ~~r~~**R**ecreation ~~e~~**C**ommission may also establish by-laws to be approved by the city council.

SECTION IV. SEC. 2-144. Meetings.

- (1) Meetings will be held once a month or as needed. All meetings are open to the public and meeting date and time shall be published **a minimum of two days** in advance.
- (2) The commission will be required to have at least two meetings a year with all coaches at which time a report of events, goals, problems and solutions will be presented.
- (3) All members and sub-committee members will be notified of the meeting date or cancellation of the same.

SECTION V. SEC. 2-145. Gifts, ~~d~~**D**onations, ~~e~~**E**arnings; Annual ~~b~~**B**udget.

The ~~y~~**Y**outh ~~s~~**S**ports and ~~r~~**R**ecreation ~~e~~**C**ommission shall be empowered to receive gifts and donations in the name of the city for the purpose set out in this division ~~and the board shall have the sole right of determination of the source of such gifts and donations.~~ **Any such net-proceeds deposited or transferred into in the Parks Improvement Fund shall be restricted for such purpose and used only upon recommendation of the commission and appropriation by the city council.**

An annual audit of gifts, donations and earnings, and disposition of such shall be presented to the city council at a regular meeting of the council.

Recommendations for the budget shall be given to the ~~City Manager Parks and Recreation Director~~ by ~~February~~ **March 1st** of each year. **The Commission shall comply with all financial, budget, accounting and audit policies and procedures.**

If so approved to by the Friends of the Corunna Historical Village, the commission shall also be empowered to solicit gifts and donations in the name of the Friends as allowed under their charter, for the purpose of providing tax deductible gift receipts to donors and for conducting fundraising events regulated by the Charitable Gaming Division of the Michigan Bureau of Lottery. All such proceeds shall be returned to the city in the name of the commission, and shall be restricted for the purpose given and used only upon recommendation of the commission and appropriation by the city council.

SECTION VI. SEC. 2-146. Appointment of Committees.

The ~~y~~Youth ~~s~~Sports and ~~r~~Recreation ~~e~~Commission shall be empowered to appoint sub-committees as may be found necessary to accomplish the purposes of this division. **Qualifications of committee members shall be as by policy adopted by the commission. All persons appointed to such committees not appointed to the commission shall be sworn in by the city clerk, and shall serve for indefinite terms at the pleasure of the commission. Committee members shall be responsible to the commission in and for the performance of the duties of their office, and shall comply with city policies and procedures the in the same way as they pertain to the members of the commission.** ~~The sub-committees shall consist of but not limited to the following:~~

- ~~(a) Fundraising~~
- ~~(b) Picture scheduling~~
- ~~(c) Special projects~~
- ~~(d) Publicity~~
- ~~(e) Equipment~~
- ~~(f) Awards (other than awards by league)~~
- ~~(g) Assistant to game and field schedule~~
- ~~(h) Camps for coaches, umpires and players~~

All committees shall comply with the Open Meetings Act, Freedom of Information Act, and other such acts, ordinances, policies and procedures in the same way as they pertain to the commission. All committees shall comply with the same provisions and requirements as does the commission. ~~The sub-committees will meet as needed; however, they will make any and all proposals to the board~~ **commission** pertaining to their needs.

SECTION VII. SEC. 2-147. Resolution of Issues.

All issues are to be reported to the commission ~~with notification given to the Parks and Recreation Director. All decisions by the commission shall be submitted as recommendations to the Parks and Recreation Director/City of Corunna in writing for supporting resolution.~~ All emergencies that arise shall be handled by the commission on an as needed basis with notification given to the ~~Parks and Recreation Director~~ **City Manager** as soon as possible.

SECTION VII. SEC. 2-148. Rules.

The commission shall establish rules of play for each league in keeping with the national and local rules of the game.

SECTION IX. SEC. 2-149. ~~Umpire in Charge~~ Director(s) Responsibilities.

The ~~Umpire in Charge~~ **Director(s)** must have coaching experience in the sports field. Assistants to the ~~Umpire in Charge~~ **Director(s)** could be another coach or parent. The ~~Umpire in Charge~~ **Director(s)** will submit a plan to the ~~board~~ **Commission** and ~~copy to the Parks and Recreation Director~~ of all scheduling, roster and equipment needs and notify same of any changes. The ~~Umpire in Charge~~ **Director** will be ~~recommended~~ **appointed** by the Commission ~~to the Parks and Recreation Director~~ and will be hired by the City of Corunna. ~~This~~ **Director(s)** will be a compensated position(s).

The ~~Umpire in Charge~~ **League Director(s)** will be responsible for the following:

- (a) Assist with all registrations and team rosters.
- (b) Working with coaches and will be responsible for all schedules and rule information and will notify coaches of any changes.
- (c) Will attend all meetings of the Commission and meetings of any traveling leagues that the Commission designates.
- (d) Will oversee the hiring of umpires and submit payroll forms to the ~~Parks and Recreation Director~~ **City Clerk bi-weekly.**
- (e) Will establish practice and playing schedules for all leagues and will submit the same to all coaches, ~~Parks and Recreation Director,~~ and grounds keeper in a timely fashion. Proper persons will be notified of any changes as soon as possible.
- (f) Working with the coaches, reporting all problems that arise and working with the Commission to make the program succeed.
- (g) Will be responsible for the grounds keeping of the field that includes but not limited to preparing the fields and keeping the surrounding area free of trash. Grounds keeping may be a paid position with compensation established by the Commission as a recommendation to the ~~Parks and Recreation Director.~~
- (h) Provide registration/enrollment forms to league leaders.**
- (i) Distribute registration forms to the schools.**
- (j) Handle all income and deposits and shall provide the Commission with accountability of the same.**

SECTION X. SEC. 2-150. ~~Parks and Recreation Director~~ Commission Responsibilities.

The ~~Parks and Recreation Director~~ Commission shall be responsible for the following:

- (a) Keep all registration forms of players, coaches, rosters and ~~Umpire in Charge~~ **Director(s)** contract(s).
- (b) Have oversight of the program(s).
- (c) Will obtain league sponsorships.
- (d) ~~Provide registration/enrollment forms to league leaders.~~ **Develop and approve all program policies, procedures & rules.**
- (e) ~~Distribute registration forms to the schools.~~ **Appoint committees as found necessary.**
- (f) Approve all expenditures and purchases.
- (g) ~~Handle all income and deposits and shall provide the board with accountability of the same.~~ **Resolve disputes between Director(s), Coaches, Parents, Players and Committees.**

Secs. 2-151-2-155. Reserved

SECTION XI. SEVERABILITY CLAUSE.

This ORDINANCE and the several sections, sub-sections, clauses and parts thereof are hereby declared to be severable. If any part or clause thereof is declared or adjudged invalid by present or future legislation or court decree, the balance of the ORDINANCE shall not be affected thereby.

SECTION XII. CONFLICTING ORDINANCES REPEALED.

All ORDINANCES previously adopted and inconsistent with the provisions of this ORDINANCE are repealed, and in the case of inconsistencies, to the extent of such inconsistencies, are hereby repealed.

SECTION XIII. COPIES AVAILABLE.

This ORDINANCE may be purchased or inspected in the City Clerk’s Offices, Monday through Friday, between the hours of 9:00 a.m. and 4:30 p.m.

SECTION XIV. EFFECTIVE DATE.

This ORDINANCE shall take effect pursuant to the Corunna City Charter, immediately upon publication hereof.

DATE OF PASSAGE: OCTOBER 5, 2009
DATE OF PUBLICATION: OCTOBER 9, 2009
EFFECTIVE DATE: OCTOBER 9, 2009

CITY OF CORUNNA

BY: _____
Charles Kerridge
Its: Mayor

BY: _____
Nichole L. Cowdrey
Its: City Clerk

STATE OF MICHIGAN)
) ss.
COUNTY OF SHIAWASSEE)

I, Nichole L. Cowdrey, being clerk of the City of Corunna, do hereby certify that the foregoing is a true and accurate copy of the City of Corunna ORDINANCE NO. 09-04 passed on the 5th day of October, A.D., 2009. Further, I certify that I caused the same to be published in the Owosso Argus Press newspaper in the City of Owosso, Michigan, within fifteen (15) days after passage and adoption by the Corunna City Council, Corunna, Michigan.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 5th day of October, A.D., 2009.

Nichole L. Cowdrey, City Clerk