

## ***ARTICLE II. PARK AND RECREATION BOARD<sup>1</sup>***

### **Sec. 17-16. Appointment of park and recreation board; composition; qualifications of members.**

The city council shall appoint a city park and recreation board, consisting of seven members, who shall be residents of the city, owning real property within the city and who shall not be employees of the city. In addition to the seven members, the city council shall also appoint one youth member (minimum of 16 years of age), who shall be a resident of the city, who shall be an active high school student in good standing, and who shall not be an employee of the city.

(Code 1965, § 15-11; Ord. No. 20210309-007 , § 2, 3-9-21)

### **Sec. 17-17. Term of office.**

Of the seven members, three members shall be appointed in each even-numbered year and four members shall be appointed in each odd-numbered year, within 30 days after each regular city election to serve terms of two years each. The additional youth member must be of eligible age at time of appointment to the board position, and the youth member shall serve a term of one year commencing and ending on the first day of May.

(Code 1965, § 15-12; Ord. No. 20210309-007 , § 3, 3-9-21)

### **Sec. 17-18. Absences; filling vacancies.**

Active participation on the parks and recreation board is required. Any member who is absent from three consecutive meetings of the board without valid excuse, as determined by the board, shall automatically be dismissed from membership. The board shall at once notify the city council that a vacancy in the board exists. Vacancies occurring in the board, for whatever reason, shall be filled within 30 days by appointment by the city council for the remainder of the unexpired term.

(Code 1965, § 15-13)

### **Sec. 17-19. Rules of procedure; quorum; open meetings; records.**

The park and recreation board shall elect annually one of its members, that is not the youth member, as chair and shall establish its own rules of procedure. A quorum shall consist of a majority of the members of the board and an affirmative vote of a majority of those present shall be necessary to pass upon pending questions. The chair shall be entitled to vote upon any question. The youth member position shall not be a voting position, but rather a position to offer input and opinion as a youth representation for the city. Regular meetings shall be held not less than bimonthly in June, August, October, December, February, and April. Such meetings shall be open

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<sup>1</sup>Cross reference(s)—Administration, ch. 2; board, committees, commissions, § 2-66 et seq.; parks and recreation department, § 2-153 et seq.

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to the public and a record of all proceedings shall be kept. The record shall be filed with the city secretary and shall be a public record.

(Code 1965, § 15-14; Ord. No. 20210309-007 , § 4, 3-9-21)

### **Sec. 17-20. Powers and duties.**

The park and recreation board shall have the power and shall be required to:

- (1) Draft and recommend to the city council, policies for use of the city's parks and recreational facilities;
- (2) Submit annually to the city administrator, not less than 90 days prior to the beginning of the budget year, a list of recommendations for capital improvements. This capital projects budget should include immediate and long-range capital improvements such as park acquisition, development of new and present park sites and procurement and installation plans for playground equipment, as well as possible recreation programs. Such list shall be arranged in order of priority;
- (3) Review any proposed acquisition of land, buildings or other properties and construction or capital improvements or facilities, or any grant or devise of real estate or personal property for use as a park, playground or other recreational purpose, and recommend appropriate action to the city council; and
- (4) Perform such duties and be vested with such other powers as the city council shall from time to time authorize.

(Code 1965, § 15-15)

### **Sec. 17-21. Liaison with city council.**

The city council shall appoint a representative to attend the meetings of the park and recreation board and serve as liaison between the board and the city council.

(Code 1965, § 15-16)

### **Secs. 17-22—17-35. Reserved.**