

**CITY OF EVERMAN, TEXAS
ORDINANCE NO.850**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 2 “ADMINISTRATION”, ARTICLE V “BOARDS AND COMMISSIONS” BY ADDING A NEW SECTION 2-74 “PARKS AND RECREATION COMMISSION”; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council has determined that it will serve the health, safety and general welfare and be in the public’s best interest to establish a Parks and Recreation Commission for the purpose of advising the City Council on matters related to parks, recreation programming, youth activities, and community events;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS, THAT:

SECTION 1. That the Code of Ordinances of the City of Everman, as previously amended, is hereby amended at Chapter 2 “Administration,” Article V “Boards and Commissions” by adding a new section 2-74 “Parks and Recreation Commission,” to read in its entirety as follows:

“SEC. 2-73. – Parks and Recreation Commission

(a) Purpose

The Parks and Recreation Commission is hereby created as a standing advisory commission. The commission shall act in an advisory capacity to the city council with respect to matters concerning parks, recreational programming, youth activities, and community events. Final authority on budget, ordinances, and major policy decisions remains with the City Council.

(b) Membership and Terms

- (1) The Commission shall be composed of seven (7) voting members, appointed by majority vote of the City Council. No currently serving member of the City Council may be appointed as a member of the Commission. A minimum of three (3) of the members of the Commission shall be residents of the City of Everman. Members shall serve two-year staggered terms. Initial appointments shall be structured such that three (3) of the positions will have an initial term of 3 years. Vacancies on the Commission shall be filled by appointment by majority vote of the City Council (for the remainder of the unexpired term). The Commission member shall, by majority vote, annually elect from among its members a Chair, Vice-Chair, Secretary and Treasurer.
- (2) Members of the Commission must meet the following qualifications:

- a. For resident members – be a qualified voter of the City and reside within the corporate limits of the city for at least one year prior to appointment and continue residency during term of office; no currently serving member of the City Council may be appointed as a member of the Commission.
- b. For all members – Not be delinquent in payment of taxes, fees, or other amounts owed to the City and Achieve compliance with all City codes prior to appointment and maintain such compliance during the term of office; no currently serving member of the City Council may be appointed as a member of the Commission.

(c) Duties and Responsibilities

The Commission is advisory only and shall not have any decision-making authority. The Commission shall have the following duties:

- (1) Advise Council and staff on policies, rules, fees, and long-range planning for parks and recreation;
- (2) Review and recommend an annual calendar of city events;
- (3) Support the Parks Coordinator in recruiting volunteers, coaches, and sponsors;
- (4) Review the annual Parks and Recreation budget prior to its submission to Council;
- (5) Receive and evaluate citizen input, suggestions, and complaints regarding parks and recreational programs;
- (6) Assist in identifying grant and partnership opportunities relating to parks and recreation; and
- (7) Submit an annual report to the City Council summarizing program activity, finances, and recommendations.

(d) Meetings

The Commission shall meet no less than once per month at a date and time to be set by the Commission and approved by the City Manager. The chair may call special meetings as necessary. Meetings shall take place in a City owned or leased facility within the City. The Commission shall conduct its meetings and govern its proceedings according to the city council's adopted rules of order and in compliance with the Texas Open Meetings Act. Minutes of all meetings shall be kept by the Commission Secretary or his designee and filed with the City Secretary. A quorum, required to hold a meeting and conduct any business, shall consist of four (4) members. Each member, including the chair, is entitled to one (1) vote and action of the Commission shall require an affirmative vote of a majority of those members present. The Parks Commission or his designee shall serve as the staff liaison to the Commission. Members of the Commission may receive reimbursement of authorized expenses attendant to the performance of their duties.”

SECTION 2. If any article, paragraph, subdivision, clause or provision of this ordinance as hereby amended, be adjudged invalid or held unconstitutional for any reason, such judgment or holding shall not affect the validity of this ordinance as a whole or any part or provision thereof, other than the part so declared to be invalid or unconstitutional.

SECTION 3. This ordinance shall take effect immediately from and after its passage.

**DULY PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF
EVERMAN, TEXAS ON THIS THE _____ DAY OF _____, 2026.**

CITY OF EVERMAN, TEXAS

Ray Richardson, Mayor

ATTEST:

Mindi Parks, City Secretary

APPROVED AS TO FORM:

Victoria Thomas, City Attorney
4900-4781-7637, v. 2