



**AGENDA ACTION FORM**

**Consideration of an Ordinance Amending Chapters 2, 62, and 66 of the Code of Ordinances**

To: Board of Mayor and Aldermen  
From: Chris McCartt, City Manager *CM*

Action Form No.: AF-10-2026  
Work Session: February 16, 2026  
First Reading: February 17, 2026  
Final Adoption: **March 17, 2026**  
Staff Work By: Committee  
Presentation By: Michael T. Borders

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**Strategic Focus Area: 1. Efficient & Responsive Government**

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**Recommendation:**  
Approve the Ordinance

**Executive Summary:**  
If approved, the City will amend Chapter 66 of the Code of Ordinances to update the structure and operating regulations of the Parks and Recreation system, including creation of a unified Parks and Recreation Commission, codification of a formal special event permitting process, and clarification of park rules.

These amendments align the Code with the department's current organization and practices, aligning the code with modern practices. They clarify the duties of the Director of Parks and Recreation and formally recognize the Parks and Recreation Commission as the primary citizen advisory body for the Parks and Recreation Department. The ordinance also standardizes how fees and charges are proposed and adopted and how monetary gifts are received and held in trust for parks, the Senior Center, Cultural Arts, and Bays Mountain Park.

The ordinance establishes a new Special Event Permit division within Chapter 66. This division codifies a largely existing practice of coordinating races, festivals, parades, and similar gatherings, but places it within a clear framework.

A conforming amendment to Chapter 62 updates cross-references so that temporary structures placed in the public right-of-way for permitted events are governed through the Parks and Recreation special event process.

Overall, the changes are structural and clarifying in nature. They do not create new bodies or programs; rather, they consolidate existing practices into a unified framework that supports efficient and responsive government. Senior Citizens and Cultural Arts advisory groups currently located in Chapter 2 will be incorporated into Chapter 66 without material change to their authority or purpose. These changes received a positive recommendation at the January 26 meeting of the Parks and Recreation Advisory Committee.

**Attachments:**  
1. Ordinance

	<u>Y</u>	<u>N</u>	<u>O</u>
Baker	—	—	—
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Mayer	—	—	—
Phillips	—	—	—
Montgomery	—	—	—