

**CITY OF SHERWOOD**

**ORDINANCE 2004-015**

**AN ORDINANCE AMENDING CHAPTER 2.16 OF THE SHERWOOD MUNICIPAL CODE (PARK AND RECREATION BOARD), LOWERING THE BOARD'S MEMBERSHIP FROM ELEVEN TO NINE, CLARIFYING MAYORAL/COUNCIL APPOINTMENT AUTHORITY, SETTING QUORUM REQUIREMENTS AND TERM LIMITS**

WHEREAS, the City Council believes a vibrant municipality such as Sherwood requires active citizen advisory boards to assist the City Council in assuring that municipal services and resources are appropriately directed;

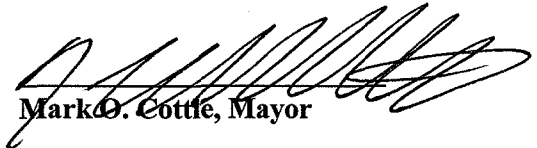
WHEREAS, the City Council also believes that advisory boards should be sized in such a way so as to ensure they meet on an on-going basis quorum requirements so that their decisions on municipal service delivery and resource allocation can then be transmitted to the City Council

WHEREAS, the City Council believes that use of the City's recreational areas and parks is a critical topic for the City and its citizens and as such, the Parks and Recreation Advisory Board should be sized in such a way that it can effectively address the issues surrounding that area of concern and be able to transmit its recommendations to the Council effectively and timely.

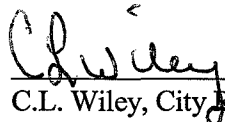
**NOW THEREFORE, BASED ON THE FOREGOING, THE CITY OF SHERWOOD ORDAINS AS FOLLOWS:**

Section 1. Chapter 2.16 is hereby amended to read as shown on Exhibit A attached hereto.

**DULY PASSED BY THE CITY COUNCIL THIS 14<sup>TH</sup> DAY OF DECEMBER 2004.**

  
Mark O. Cottle, Mayor

ATTEST:

  
C.L. Wiley, City Recorder

	AYE	NAY
Weislogel	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Grant	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Heironimus	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Durrell	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mays	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fox	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cottle	<input checked="" type="checkbox"/>	<input type="checkbox"/>

## Chapter 2.16 PARKS AND RECREATION BOARD

Sections:

- 2.16.010 Board established.**
- 2.16.020 Membership.**
- 2.16.030 Terms of office.**
- 2.16.040 Rules of order.**
- 2.16.050 Staff assistance.**
- 2.16.060 Duties and responsibilities.**

### **2.16.010 Board established.**

A Parks and Recreation Advisory Board, hereinafter referred to as the "Board," is established for the purposes of advising the city council and the city administration on parks and recreation policies, planning and management, and shall have the duties and responsibilities described in this chapter.

### **2.16.020 Membership.**

A. The Board shall consist of nine (9) voting members appointed by the mayor with the consent of city council.

B. All voting members shall be and remain during their terms, residents of the City of Sherwood.

C. Members of the Board shall serve without compensation except for reimbursement for duly authorized expenses.

D. The mayor, with the consent of the city council, shall appoint a council representative to the Board, who shall be a nonvoting member thereof.

### **2.16.030 Terms of office.**

A. Except as provided in subsection B of this section, Board members shall serve two year terms and may be reappointed at the close of their initial term to serve one additional two year term if recommended by the Board Chair and Council liaison and approved by the Council. Members wishing to serve a third or subsequent term must re-apply and be considered along with other applicants. Each Board member serves at the pleasure of the Council and may be removed by Council if the Council, in the exercise of its discretion, deems that to be appropriate.

B. To provide for the orderly transition of Board business, the four most senior members of the board will continue to serve until March, 2005 and the remaining five members will serve terms ending in March 2006. All appointments to the Board made by the Mayor from and after January 1, 2005 will be for a two-year term with terms ending in March; therefore, during even-numbered years, four members' terms will expire and during odd-numbered years, five board members' terms will expire. Members appointed as replacements in between full terms will fill the remainder of their predecessor's term and have the option to be reappointed at the close of their initial term.

C. The nonvoting council representative to the Board shall serve a two year term and can be reappointed for a second two year term by the Mayor with the concurrence of Council.

D. Upon resignation, disqualification or removal of any Board member by the Council, a successor shall be appointed to fill the remainder of the unexpired term. Board members missing three consecutive regular meetings, without the prior consent of the Board, shall be disqualified and removed from office.

**2.16.040 Rules of order.**

- A. At its first meeting following the March appointments each year, the Board shall elect a chair and vice-chair and other officers deemed necessary for the effective conduct of Board business.
- B. Five members of the Board shall constitute a quorum for the conduct of business.
- C. The Board shall act by a majority vote of the members present at a meeting, excluding members present but abstaining.
- D. The Board may adopt rules to regulate the conduct of meetings. In the absence of such rules, proceedings of the Board shall be conducted in accordance with Robert's Rules of Order.

**2.16.050 Staff assistance.**

The city manager may advise and assist the Board when requested, and within the resources of the city staff, provided, however, that the Board shall not preempt any departmental or administrative prerogative as established by the City Charter, City Code of Ordinances, or the city council.

**2.16.060 Duties and responsibilities.**

The Board shall:

- A. Recommend to Council community needs and resources on a regular basis and incorporate relevant finding into a proposed statement of purpose guiding the provision of parks and recreation services to the city.
- B. Recommend to Council long-range plans, goals and objectives for the acquisition and development of new city parklands and the improvement and maintenance of existing parks.
- C. Develop and recommend to the city administration and city council annual budget appropriations supporting and prioritizing parks and recreation operational and capital programs.
- D. Regularly review and advise the city council and city administration on specific programs and policies relative to parks and recreation goals and objectives.
- E. Coordinate and/or review plans and activities undertaken by volunteer agencies and individuals that are directed toward the improvement of city parks, beautification of other areas of the city and organizing of recreation programs.
- F. Provide for liaison between the city and corporate, civic, fraternal, nonprofit or other groups in the scheduling and conduct of community-wide events and activities.
- G. Consider land use planning issues as they relate to parks, and use of landscaped areas and/or parks dedicated by new subdivisions and construction.
- H. Implement public participation and awareness programs designed to combat vandalism and misuse of city parks, thoroughfares, public facilities, greenways and similar areas.
- I. Undertake additional responsibilities relative to the city parks and recreation system as may be designated by the city council or requested by the city administration.
- J. Act on parks rules and regulations, consider parks activity and use permits and undertake other matters relative to city parks and public areas.
- K. The Board shall meet with local sports organizations to identify needs and concerns and forward their findings and recommendations to Council in time for Council consideration during annual budget hearings.