

CHAPTER 23

PARK AND RECREATION BOARD

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23.01 CREATED; COMPOSITION; APPOINTMENT. There is hereby created a Park and Recreation Board, which shall consist of no less than five (5) and no more than seven (7) members, who shall be residents of the City, and none of whom shall hold any elective position in the City government. Such members shall be appointed by the City Council.

(Ord. 13-2011 – Dec. 11 Supp.)

23.02 TERMS; FILLING OF VACANCIES. The term of office of the members of the Board is four (4) years. The terms are staggered so that two members are appointed each year (and one member is appointed each fourth year). Vacancies occurring on the Board caused by resignation or otherwise shall be filled for the unexpired term in the same manner as original appointments.

23.03 COMPENSATION. Each Board member shall serve without compensation for service, but shall be entitled to reimbursement for necessary and actual expenses incurred in the discharge of his or her duties.

23.04 ORGANIZATION. The powers and duties of the Board shall be exercised by the Board. A majority of the Board members shall constitute a quorum for the purpose of conducting business and exercising the powers of the Park and Recreation Board, and for all other purposes. The Board shall adopt such rules and regulations governing its organization and procedures as may be deemed necessary. Action may be taken by the Board upon a vote of a majority of the Board members present, unless in any case the rules or regulations adopted by the Board require a larger number. The Board elects its Chairperson and Vice Chairperson every two (2) years from among the Board members.

23.05 REPORTS. The Board shall make written reports to the City Council of its activities from time to time as it deems advisable or upon City Council request. The revenues and expenditures of the Board shall be reported monthly by the Board to the City Clerk, and a copy thereof shall be provided to each member of the Board and in the City Clerk's report to the City Council at its regular meetings.

23.06 POWERS AND DUTIES. The Board shall have the following powers and duties:

1. To advise the City Council on the needed facilities to provide open spaces such as parks, playgrounds and community facilities for other forms of recreation.
2. To make recommendations to the City Council concerning plans for and oversight of City park and recreation programs, and to encourage other such park and recreation programs, for the leisure time of the City's residents of all ages.
3. To make rules, regulations, and guidelines for the use of the parks, parkways, park building, park grounds, facilities, roads and driveways, for the use of other recreational facilities of the City, and for the conduct of City recreation programs, all of which rules, regulations, and guidelines shall be subject to approval by the City Council. Such rules, regulations, and/or guidelines, when so approved, shall be either posted by the Board on the facility involved or otherwise posted in accordance with Section 18.05(2) of this Code of Ordinances.
4. To receive and make recommendations to the City Council relative to applications from persons to use horse-drawn vehicles, ride horses or other domesticated animals in any park; to place for sale or exhibition any goods, wares, merchandise or other articles in any park; to distribute in any park or on any parkway announcements, advertisements or programs; to hold in any park a mass meeting, political meeting, concert, entertainment, performance, exhibit, band or procession, or to move any bench, seat, table or other City-owned equipment from or to any building or from any park, all in accordance with the rules, regulations, and guidelines adopted by the Board, as aforesaid. All such applications shall be determined by the City Council.
5. To expend, for and on behalf of the City, all sums of money specifically appropriated by the City Council for expenditure by the Board as hereinafter provided, and to use and expend all gifts and donations received by the City for park and recreation purposes, subject to prior approval of the City Council.
6. To make recommendations to the City Council concerning the establishment and collection of fees and charges for the use of the City's parks and/or recreational facilities and/or participation in the City's recreational programs, the posting of performance and/or damage deposits, bonds or security as a condition to use of the City's park and/or recreational facilities, and such other conditions precedent to the use of the City's parks and/or recreational programs, and/or participation in the

City's recreational programs, provided that such fees, charges, deposits, bonds, security and conditions shall be determined by the City Council. All fees, charges, damage deposits, bonds or securities shall be collected by the City Clerk.

7. The Board shall have such other powers and duties as delegated to it by State law, this Code of Ordinances and/or the City Council.

23.07 ANNUAL APPROPRIATIONS; GIFTS; DEBT LIMIT. The City Council may annually appropriate sums of money from the General Fund for payment of the expenses and expenditures of the Board. The Board shall have no power to contract any debt or incur any expense or make any expenditure in excess of the amount specifically appropriated and authorized by the City Council for such purpose.

23.08 RULES. The Board has the power to make rules and regulations for the use of parks or other recreational facilities or for the conduct of recreation programs, subject to the approval of the rules by the Council. Such rules shall be either posted on the facility or otherwise publicized in a manner to provide adequate notice to the using public. Violation of a rule or regulation so posted or publicized may be cause for denial of use of the facility or if it is a violation of this Code of Ordinances may be prosecuted as a simple misdemeanor.

(See also Chapter 47 of this Code of Ordinances.)

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