

ORDINANCE NO. 19-953-O

AN ORDINANCE REPEALING ORDINANCE NOS. 14-871-O AND 10-853-O RELATING TO THE PARKS AND RECREATION COMMISSION AND REPLACING WITH ORDINANCE NO. 19-953-O.

WHEREAS the City Council of Talent, Oregon desires to codify the creation of the Parks and Recreation Commission in the Talent Municipal Code.

THE CITY TALENT DOES ORDAIN AS FOLLOWS:

A new Chapter is hereby established to read as follows:

Section 1. [Parks and Recreation Commission Created] There is hereby created a Commission to be known as the Parks and Recreation Commission. Its primary purpose shall be to assist and advise the City of Talent in the planning and development of city parks, and facilities, and recreation program and cultural programs.

Section 2. [General Duties and Responsibilities] The Parks and Recreation Commission is an appointed citizen body with the primary responsibility of providing recommendations to the Mayor and City Council on direction, planning and policy on matters pertaining to the acquisition and development of public parks, greenways, open spaces, recreational programs and cultural facilities, and to make such other recommendations to assist the Council in developing and preserving aesthetic, recreational and cultural values that serve the public interest. It shall also perform such other related duties as may be assigned by the Council, which may include, but not be limited to:

1. Perform periodic reviews of the Parks Master Plan.
2. Compile data to assist city policy making in the preservation and beautification of parks, recreational areas, and aesthetic areas in the City of Talent.
3. Make recommendations to the City Council on potential revisions and future delivery of services by the City of Talent as they pertain to Parks and Recreation.
4. Make recommendations to the City Council for modifications or additions to existing ordinances, policies and practices that help promote and make available recreational opportunities in the City of Talent.
5. Work in conjunction with other city commissions, boards, and committees to help ensure coordination of various elements of the Parks Master Plan, recreation programs and cultural programs.
6. Conduct public meetings and make recommendations to the City Council on Parks and Recreation issues and ordinances.
7. Make recommendations for capital improvements and operations relating to the City of Talent's parks and recreation programs facilities.
8. Review and comment on fundraising efforts and donations made on behalf of the City of Talent's parks and recreation programs.
9. Foster public awareness and involvement in all aspects of the City of Talent's parks and recreation programs and facilities.

Section 3. [Membership – Compensation]. The Parks and Recreation commission shall consist of five members to be appointed by the Mayor with the consent of the City Council. One member may live outside the city limits of Talent. Commission members shall receive no compensation for their service. The Mayor or a City Councilmember appointed by the Mayor shall serve as an ex-officio member of the Commission, but shall have no vote and shall not count toward a quorum.

Section 4. [Terms of Office -Vacancy]. Terms of office shall be for a period of two (2) years and shall expire on December 31 of the second year. Any vacancy shall be filled by the Mayor, with the Consent of the council, for the unexpired portion of the term.

Section 5. [Officers]. The Parks and Recreation Commission shall, at its first meeting of each calendar year, elect from its appointed members a Chair, Vice Chair and Secretary.

Section 6. [Duties of Chair and Vice Chair]. The Chair shall preside at all meetings, set the agenda, recommend the creation of sub-committees, and appoint members to such sub-committees as are authorized. The Vice Chair shall perform the duties of the Chair in the absence of the Chair, and such other duties as may be assigned by the Chair. The Chair or Vice Chair shall preserve the decorum at the Parks and Recreation Commission meetings.

Section 7. [Minutes]. The Secretary shall keep an accurate record of all Parks and Recreation Commission proceedings, including written minutes of all meetings. A copy of the approved minutes of each meeting, signed by the Chair, shall be delivered to the City Recorder for filing and shall be as a public record and available for public inspection.

Section 8. [Quorum -Meetings -Rules And Procedures-Number of Meetings]. Three of the voting members of the Commission shall constitute a quorum. The Parks and Recreation Commission shall adopt separate rules of procedures consistent with this ordinance. The Commission meetings shall include at least one regularly scheduled meeting per month, unless canceled at the direction of the Chair due to lack of Commission business or other good reason. Meetings may be run informally in accordance with the latest edition of *Roberts Rules of Order* or in accordance with the Parks Commission By-Laws.

Section 9. [Alternate Members]. Not more than two Alternate members shall be appointed by the Mayor with consent of the City Council. Such Members shall serve with no compensation for the terms of two years, which shall expire on December 31 of the second calendar year after appointment. The Alternate member's primary function shall be to assist the Parks and Recreation Commission, as requested. In the case of an absence of a quorum or vacancy on the Parks and Recreation Commission the Chair, with consent of the Commission, shall appoint an Alternate member to occupy the vacant position on a meeting-by-meeting basis. That Alternate member shall have the same rights and voting privileges as the absent commissioner and is required to attend meetings regularly.

Section 10. [Removal From Commission]. If a member of the Parks and Recreation Commission or Alternate should, without valid reason, miss three (3) regular commission meetings within the same calendar year, that member shall be subject to removal from the commission. In addition, a

Commissioner may be removed for misconduct, with consent of the City Council, following a public hearing. This process may be initiated by the City Council or by a recommendation from the Parks and Recreation Commission.

Section 11. Commissioners. (The term of a Commissioner for which the Commissioner has been appointed by the Mayor). Five Commissioners shall be appointed by position number running from one to five, each for a two-year term. Terms will overlap so three Commissioners' terms expire on December 31 of the second calendar year after appointment. Candidates for Commissioner will be designated the number of the Commission seat to which they seek; further, one candidate may only apply for one position at the time of a vacancy.

Duly enacted by the City Council in open session on June 19, 2019 by the following vote:

Ayes: 6      Nays: 0      Abstain: 0      Absent: 0



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Gabriella Shahi, City Recorder and Custodian of City Records