

## **ARTICLE IV. PARKS AND RECREATION AREAS**

### **DIVISION 2. MT. JULIET PARKS AND GREENWAYS BOARD**

#### **Sec. 24-117. Purpose.**

The purpose of the city parks and greenways board is to provide advice, assistance and recommendations to the director of parks and recreation, the city manager and the board of commissioners on operational and resource matters related to parks, greenways and other recreational facilities and programs within the city.

(Ord. No. 2009-04, § 1(12-4-102), 1-26-2009)

#### **Sec. 24-118. Membership and appointment.**

The parks and greenways board shall consist of seven voting members. Six members shall be nominated by the mayor and approved by the board of commissioners, and one shall be a city commissioner elected by the board of commissioners. In addition to the seven voting members, the city planner shall be an ex officio, nonvoting member.

(Ord. No. 2009-04, § 1(12-4-103), 1-26-2009)

#### **Sec. 24-119. Terms and vacancies.**

Members of the parks and greenways board as of February 1, 2009, with last names beginning with the letter "A" through the letter "K" shall be appointed to an additional one-year term on the board. Members of the board as of February 1, 2009, with last names beginning with the letter "L" through the letter "Z" shall be appointed to an additional two-year term on the board. All appointments to the board made after February 1, 2009, shall be for a term of five years. Vacancies created before the completion of a member's term shall be filled by the mayor and board of commissioners in like manner as original appointments, except that the term of office is restricted to the remainder of the unexpired term of the member being replaced.

(Code 1997, § 12-4-102; Ord. No. 2009-04, § 1(12-4-104), 1-26-2009)

#### **Sec. 24-120. Removal of members.**

The mayor may replace members of the parks and greenways board at any time upon:

- (1) A failure to perform duties;
- (2) An accrual of four or more unexcused absences from regular meetings;
- (3) The demonstration of a reoccurring conflict of interest;
- (4) The written request of the appointee; or
- (5) The demonstration of actions detrimental to the best interests of the city.

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(Ord. No. 2009-04, § 1(12-4-105), 1-26-2009)

**Sec. 24-121. Compensation.**

Members of the parks and greenways board shall serve without compensation, but may be reimbursed by the city manager for necessary expenses.

(Ord. No. 2009-04, § 1(12-4-106), 1-26-2009)

**Sec. 24-122. Enumeration and election of officers.**

The officers of the parks and greenways board shall be the chairperson, vice-chairperson, and the secretary. The officers shall be elected annually by the board at the first regularly scheduled meeting of each calendar year.

(Ord. No. 2009-04, § 1(12-4-107), 1-26-2009)

**Sec. 24-123. Vacancy.**

If an officer resigns during a term, the board shall nominate and elect a new officer at the next meeting after the resignation.

(Ord. No. 2009-04, § 1(12-4-108), 1-26-2009)

**Sec. 24-124. Duties.**

- (a) *Chairperson.* The chairperson shall preside at all meetings, appoint committees, and call special meetings when he deems it advisable. The chairperson shall prepare, or cause to be prepared, an agenda for every regular or special meeting of the board. The chairperson shall prepare and post, or cause to be prepared and posted, a notice of each regular or special meeting of the board. Such notice shall contain the meeting agenda.
- (b) *Vice-chairperson.* The vice-chairperson, in the absence of the chairperson, shall perform all of the duties of the chairperson.
- (c) *Secretary.* The secretary shall keep a full and true permanent record of all meetings of the board. The secretary shall coordinate marketing activities and other communications the city and other stakeholders. The secretary, in the absence of the chairperson and vice-chairperson, shall perform all of the duties of the chairperson.

(Ord. No. 2009-04, § 1(12-4-109), 1-26-2009)

**Sec. 24-125. Meetings.**

- (a) *Quorum.* Four voting members shall constitute a quorum at any regular or special meeting for the purpose of conducting the business of the board, except that an amendment to the board's bylaws shall require a quorum of five voting members.
- (b) *Bylaws.* The board may adopt bylaws to govern its meetings and procedures.
- (c) *Robert's Rules of Order.* In the absence of specific rules to the contrary set by the board, Robert's Rules of Order shall govern all meetings of the board.

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- (d) *Recordkeeping*. The board shall keep a written or electronically recorded record of its meetings, recommendations, findings and determinations. The original of these records shall be maintained by the director of parks and recreation, and a copy of these records shall be provided to the city recorder.

(Ord. No. 2009-04, § 1(12-4-110), 1-26-2009)

**Sec. 24-126. Ethics.**

The members of the board shall be subject to the requirements of chapter 2, article XII, pertaining to the city's code of ethics. Copies of chapter 2, article XII, pertaining to the code of ethics, along with subsequent amendments thereto, shall be made available to the members of the board.

(Ord. No. 2009-04, § 1(12-4-111), 1-26-2009)

**Secs. 24-127—24-150. Reserved.**