

Chapter 2.95

NORTHWEST COMMISSION

Sections:

- 2.95.010 Short title.
- 2.95.020 Establishment.
- 2.95.030 Membership—Appointment and terms.
- 2.95.040 Qualifications.
- 2.95.050 Absences and vacancies.
- 2.95.060 Election of officers.
- 2.95.070 Meetings—Records.
- 2.95.080 Rules and regulations.
- 2.95.090 Annual report.
- 2.95.100 Disclosure requirements.
- 2.95.110 Purpose and functions.

2.95.010 Short title.

This chapter shall be known as the "northwest commission" ordinance. (Ord. 6404 § 1 (part), 1990)

2.95.020 Establishment.

There is created and established a commission of the city to be known as the "northwest commission" and hereinafter called "commission." (Ord. 6404 § 1 (part), 1990)

2.95.030 Membership—Appointment and terms.

A. The commission shall consist of 11 members, who shall be appointed as follows:

1. Councilmembers from districts 1, 3, and 5 shall each nominate 2 members for a total of 6 members.
2. Each of the remaining councilmembers and the mayor shall nominate 1 member for a total of 5 members.
3. All nominations are subject to ratification by the city council.

B. In making appointments or filling vacancies, all directors and the mayor shall ensure that the commission has a majority representation from the northwest community.

C. Members shall be appointed for a term of 3 years, and shall serve no more than 2 consecutive terms. A term of less than 1 year shall not be considered a full term. Terms expire on June 30th of the applicable years. A member shall continue in office for the term for which he/she was appointed or until his/her successor is appointed. No member who has served 2 consecutive terms shall be eligible for reappointment to the commission prior to the passage of a 2-year interval.

D. If a member ceases to reside in the city prior to the expiration of a term, the member may complete the term only upon approval by the city council pursuant to Section 2.45.020.

E. Any member of the commission may be removed by the city council at its pleasure. (Ord. 6820 §§ 27, 45 (part), 2000; Ord. 6530 § 1, 1993; Ord. 6442 § 1, 1991; Ord. 6404 § 1 (part), 1990)

2.95.040 Qualifications.

A. All members shall be residents of the city; provided, however, that a person nominated by a director need not reside in the director's district.

B. No members shall be employees of the city or its agencies.

C. Members may either possess professional background or personal interest in the areas of housing, human services, employment, economic development, education, public works, finance, arts or culture.

D. Members should be committed to improving the quality of life in the northwest community and possess a sensitivity and understanding of the diversity of that community. (Ord. 6404 § 1 (part), 1990)

2.95.050 Absences and vacancies.

A. In the event a member has 3 consecutive unexcused absences from meetings of the commission, the city council may declare the office vacant. The staff to the commission shall advise the secretary to the mayor of any member with 3 consecutive unexcused absences. The chair of the commission may excuse absences.

B. Vacancies, whether scheduled or unscheduled, shall be filled by the person who nominated the member to the vacant office, or by his/her successor, in the same manner as set forth in Section 2.95.030. (Ord. 6820 § 45 (part), 2000; Ord. 6404 § 1 (part), 1990)

2.95.060 Election of officers.

At the first meeting of the commission, and thereafter at its first meeting of each subsequent year, the members shall elect a chair and a vice chair. In the absence or disability of the chair and the vice chair, the commission may designate a temporary chair. (Ord. 6404 § 1 (part), 1990)

2.95.070 Meetings—Records.

A. The commission shall meet at least once a month and all its meetings shall be open to the public pursuant to the Ralph M. Brown Act. Special meetings may be called by the chair or a majority of the commission.

B. A quorum shall be a majority of the commission seats filled by the city council. A seat is deemed to be filled after a nominee has been sworn in by the city clerk. No action of the commission shall be valid without the affirmative vote of at least four members.

C. The commission shall keep a record, which shall be available for public inspection, of all its resolutions, proceedings and other actions. (Ord. 6675 § 1 (part), 1996; Ord. 6442 § 2, 1991; Ord. 6404 § 1 (part), 1990)

2.95.080 Rules and regulations.

The commission shall adopt and amend, by the affirmative vote of 6 members, rules and regulations for the conduct of the commission's business consistent with this chapter. Such rules and regulations

shall be submitted to the city council and shall not become effective until approved and ordered filed by the council. (Ord. 6820 § 28, 2000; Ord. 6442 § 3, 1991; Ord. 6404 § 1 (part), 1990)

2.95.090 Annual report.

The commission shall submit an annual report and workplan to the city council no later than September 1st of each year. Attendance records of members shall be included as part of the annual report. (Ord. 6930 § 12, 2003; Ord. 6820 § 45 (part), 2000; Ord. 6404 § 1 (part), 1990)

2.95.100 Disclosure requirements.

Members of the commission shall be required to file annual statements of economic interest pursuant to the city's conflict of interest code. (Ord. 6518 § 3, 1993; Ord. 6404 § 1 (part), 1990)

2.95.110 Purpose and functions.

The commission shall have the following functions:

- A. Serve as a monitoring body for the northwest community;
- B. Work with the city manager and staff on updating and revising the northwest community plan;
- C. Provide ongoing oversight of the implementation of the plan;
- D. Provide periodic advice to the council on northwest issues;
- E. Present an annual review of the implementation of the plan's projects and programs to the council and the community. (Ord. 6820 § 45 (part), 2000; Ord. 6404 § 1 (part), 1990)

The following rules were adopted by the Northwest Commission on March 20, 1991, for the conduct of its business consistent with the Pasadena Code.

RULES AND REGULATIONS

ARTICLE I

NAME

The name of this advisory body is the Northwest Commission.

ARTICLE II

PURPOSE

SECTION 1. The purposes of this commission are:

- a. To Serve as a monitoring body for the Northwest community;
- b. To Work with the City Manager and staff on updating and revising the Northwest Community Plan;
- c. To Provide ongoing oversight of the implementation of the Plan;
- d. To Provide periodic advice to the Board on Northwest issues; and
- e. To Present an annual review of the implementation of the Plan's projects and programs to the Board and the community.

ARTICLE III

MEMBERSHIP

SECTION 1. The membership of this Commission shall be limited to eleven members.

SECTION 2. Members shall be appointed in conformity with applicable provisions in Chapter 2.95, Title 2, of the Pasadena Municipal Code.

SECTION 3. Any member desiring to resign from the commission shall submit his/her resignation in writing to the chair of the commission and to the person who appointed and/or nominated the member to the commission, or his/her successor.

SECTION 4. Any member with three consecutive unexcused absences will be removed from the commission. The chair of the commission is empowered to excuse absences for good cause. A member must advise the chair in advance of any anticipated absence from a scheduled meeting.

SECTION 5. Absent members cannot vote by proxy on issues before the commission at scheduled meetings.

SECTION 6. Upon appointment, all members shall receive a copy of these rules and regulations and Chapter 2.95 of the Pasadena Municipal Code relating to this commission.

SECTION 7. Each member has the right:

- a. To receive timely notice of all meetings with accompanying documents;
- b. To receive a copy of the minutes prior to approval;
- c. To make motions or to second them;
- d. To debate motions;
- e. To vote on motions;
- f. To hold office on the commission; and
- g. To make recommendations to the commission.

SECTION 8. No member shall purport to represent or speak on behalf of the commission without the prior approval of a majority of the commission.

SECTION 9. Code of Ethics.

a. If, due to any of the following factors, a member has a conflict of interest in a matter before the commission, that member shall declare the interest publicly, refrain from participating in the deliberations, abstain from voting on the matter, leave the hearing room during any hearing and deliberations and not discuss the matter with any other commission member prior to final action by the commission:

- (1) Member is a client, employee or business associate of a party with a matter before the commission;
- (2) Member is related by blood, marriage or adoption to a party with a matter before the commission;
- (3) Member has a financial interest in the matter before the commission;
- (4) Member and the party with a matter before the commission are affiliates in an association which would cause a reasonable person to question the commission member's impartiality in resolving the matter before the commission;

(5) Member is a friend or acquaintance of a party with a matter before the commission which would cause a reasonable person to question the commission member's impartiality in resolving the matter before the commission.

b. No member shall participate in any matter before the commission in which he/she may have a bias prejudicial to the interests of the public or which would give the appearance of impropriety.

c. If a member is required by City ordinance and the Political Reform Act to file a Statement of Economic Interest and fails or declines to do so, that member is disqualified from further service on the commission.

ARTICLE IV

OFFICERS

SECTION 1. The officers of the commission shall be chair, vice chair, secretary and parliamentarian. The secretary may, be a member of the City staff.

SECTION 2. The chair shall have the following responsibilities: preside at all meetings of the commission; vote on every motion as other members; call special meetings when necessary; compose the agenda; appoint the parliamentarian for the commission; prepare the annual report for submission to the Board of Directors; fix the date, hour and place of meeting; make appointments to committees; execute official

communications; sign orders or recommendations of the Commission; advise the Board of Directors of the names of members with three unexcused absences and of upcoming vacancies; and conduct commission business in a manner consistent with these bylaws.

SECTION 3. The vice chair shall perform the duties of an absent or disabled chair and perform such other duties as are assigned by the chair. In the absence of both the chair and vice-chair, the members shall select a temporary chairperson.

SECTION 4. The secretary shall have the following responsibilities: record the minutes of all proceedings before the commission; maintain the records of the commission in complete and up-to-date order; report all correspondence to the commission; advise the chair three months prior to expiration of appointments; advise the chair of any members with three consecutive unexcused absences; assist in the preparation of the agendas; and make and serve all notices.

SECTION 5. The parliamentarian shall assist the commission to resolve question of parliamentary procedure using Robert's Rules of Order as a guide. The rules contained in the current edition of Robert's Rules of Order (newly revised) shall govern the Commission in all cases to which they are applicable and are not inconsistent with these rules, the Pasadena Municipal Code, or the Ralph M. Brown Act.

SECTION 6. The officers shall be elected by open ballot to serve for one year or until their successors are elected. Their terms of office shall begin at the close of the annual meeting at which they were elected.

SECTION 7. No member shall hold more than one office at a time. No member shall be eligible to serve more than two consecutive terms in the same office.

ARTICLE V

MEETINGS - GENERAL RULES

SECTION 1. The regular meetings of the commission shall be held on 2nd and 4th Wednesday of every month. Written notice of these meetings, including the date, time and location, shall be given to each member, the Board of Directors and the City Manager.

SECTION 2. The regular meeting in July shall be known as the annual meeting and shall be for the purpose of electing officers, and for any other business that may arise.

SECTION 3. Special meetings may be scheduled by the chair or a majority of the commission. The purpose of the meeting shall be stated in the notice. Except in cases of emergencies, notice of special meetings shall be given at least 24 hours in advance.

SECTION 4. Six members of the commission shall constitute a quorum.

SECTION 5. All meetings of the commission shall be held in accordance with the Ralph M. Brown Act and shall be open to the public as provided by law.

SECTION 6. A matter must be on the agenda to be discussed and acted upon. A matter may be placed on the agenda by a member, by a request from a non-member agreed to by a member, or by staff.

ARTICLE VI

MEETINGS - SPECIAL RULES

SECTION 1. Scheduled meetings should begin no later than 6:30pm and adjourn by 9:00pm.

SECTION 2. Discussion on any agenda item shall be limited to fifteen (15) minutes unless the Commission votes to extend discussion for an additional five (5) minutes (maximum).

SECTION 3. A member may not speak more than twice for or against any agenda item.

SECTION 4. A member may be asked not to speak longer than three (3) minutes during discussion.

SECTION 5. Members should not prolong discussions by repeating an argument already made by another member.

SECTION 6. The order of business at all meetings shall be as follows:

- a. Call to order
- b. Roll call
- c. Reading of minutes of previous meeting
- d. Approval or correction of minutes
- e. Old business
- f. New business
- g. Public hearings
- h. Public comments
- i. Comments from the Commission
- j. Reports, correspondence, announcements
- k. Adjournment

ARTICLE VII

MEETINGS - MOTIONS

SECTION 1. The commission may employ five motions in reaching decisions:

- a. Motion for Action: A proposal by a member that the commission do a special thing; e.g., "I move that the commission issue an order to Mr. _____ directing him to remove the abandoned cars from the property."
- b. Motion to Amend: A proposal to amend a motion made by insertion, addition, deletion, or substitution; e.g., "I move to amend the motion by insertion of the words "by February 9, 1988" after the words "rat harborage."

- c. Motion to Rescind: A proposal to repeal a motion before a different course of action is decided. (Once a motion has been approved, reflection or investigation may prove it to be impractical. Because the motion is in the minute book, it must be repealed.) E.g., "I move that the action ordering demolition of the building be rescinded."
- d. Motion to Table: A proposal to cut off discussion and action on a motion that has been made. (This allows time for further investigation and ends heated discussion. The motion must be voted upon at once and can be brought back at a future meeting.) E.g., "I move that the motion be tabled until the commission has a chance to review the committee's report."
- e. Motion to Suspend the Order of Business: A proposal made when circumstances such as an interruption, late arrival, or early departure necessitate an alteration or change in the agenda; e.g., "I move that the order of business be suspended immediately after the reading of the minutes to discuss the after-effects of the earthquake."

SECTION 2. Once a motion is before the commission, the public will not be permitted to speak nor comment during the commission's discussion of that motion.

SECTION 3. All voting on issues before the commission shall be by voice vote unless a roll call is requested by the chair or a member of the commission. There shall be no secret ballots.

SECTION 4. After a motion has been made and seconded, the chair shall repeat the motion for the commission. The chair may rule the motion out of order or restate the motion so that the commission may know what is before it for consideration and action.

SECTION 5. The chair shall announce the vote on the motion. In announcing the vote, the chair shall state whether the motion carried or failed and the number of votes for and against.

ARTICLE VIII

MEETINGS - HEARING PROCEDURES

SECTION 1. The commission shall follow the procedure outlined below in conducting hearings:

- a. The title of the matter shall be announced by the Chair.
- b. A City staff member shall then present the matter to the commission.

- c. The chair shall call for the applicant, proponent, or opponent to present his/her view, additional facts, or evidence.
- d. The chair shall call for statements from other persons favoring the matter; then from persons opposing the matter under consideration.
- e. The applicant, proponent or opponent shall be given an opportunity for rebuttal at the completion of the statements.
- f. The chair shall declare the hearing closed.
- g. By motion, the commission shall take action on the matter.
- h. The chair shall announce the decision of the commission.
- i. All decisions of the commission relating to matters requiring a public hearing shall be in writing and shall be mailed to the parties within a reasonable time after the hearing.

ARTICLE IX

COMMITTEES AND PANELS

SECTION 1. Unless otherwise provided in Chapter
2.95 of the Pasadena Municipal Code, the chair may appoint members to ad hoc committees or panels necessary to carry on the work of the commission. The chair shall define their area of operation and concern, and establish rules of operation. The chair shall be an ex officio member of all committees so created.

ARTICLE X

AMENDMENT OF RULES

SECTION 1. These rules may be amended at any regular meeting of the commission by a two-thirds vote, provided that the amendment has been submitted in writing at the previous meeting. Proposed amendments must be submitted to the Board of Directors for final approval.

BOILER/NWTF

Chapter 2.98

PARKING METER ZONES ADVISORY COMMISSIONS

Sections:

- 2.98.010 Short title.
- 2.98.020 Establishment.
- 2.98.030 Membership—Appointment and terms.
- 2.98.035 Membership—Appointment to serve economic interest.
- 2.98.040 Qualifications.
- 2.98.050 Absences and vacancies.
- 2.98.060 Election of officers.
- 2.98.070 Meetings—Records.
- 2.98.080 Rules and regulations.
- 2.98.090 Annual report.
- 2.98.100 Disclosure requirements.
- 2.98.110 Purpose and functions.

2.98.010 Short title.

This chapter shall be known as the "parking meter zones advisory commissions ordinance." (Ord. 6551 § 1 (part), 1993)

2.98.020 Establishment.

Consistent with Section 10.45.090 of the Pasadena Municipal Code, the council may establish by resolution, for each parking meter zone created by Chapter 10.45, a commission of the city to be known as the "parking advisory commission," and more particularly named by the resolution as to geographic location, and hereinafter called "commission." (Ord. 6551 § 1 (part), 1993)

2.98.030 Membership—Appointment and terms.

A. Each commission shall consist of seven members who shall be nominated by the mayor from the persons recommended by the other 6 councilmembers, subject to confirmation by the city council.

B. Members shall be appointed for a term of three years, and shall serve no more than two consecutive terms. A term of less than one year shall not

be considered a full term. Terms expire on June 30th of the applicable years. A member shall continue in office for the term for which he/she was appointed or until his/her successor is appointed. No member who has served two consecutive terms shall be eligible for reappointment to a commission prior to the passage of a two-year interval.

C. If a member ceases to meet the requirements to be appointed to a commission prior to the expiration of a term, the member may complete the term only upon approval by the city council pursuant to Section 2.45.020.

D. Any member of any commission may be removed by the city council at its pleasure. (Ord. 6551 § 1 (part), 1993)

2.98.035 Membership—Appointment to serve economic interest.

The city council finds and declares that its program of traffic regulation and area improvement can succeed only with the active support and involvement of property owners and of businesses within the parking meter zones and that the persons appointed to the commissions are appointed to represent and to further the interests of the owners and businesses within the zones. (Ord. 6657 § 1, 1995)

2.98.040 Qualifications.

A. Three commissioners shall be owners of property, or officers, employees or agents of a corporation owning property within the parking meter zone. Three commissioners shall be renters or lessees of property or officers, employees or agents of a corporation renting or leasing property within the parking meter zone. One commissioner, who shall serve "at large," may be either or both an owner, renter or lessee, or officer, agent or employee of a corporation owning, renting or leasing property within the parking meter zone.

B. Commissioners shall be persons of business experience and ability to the end that the affairs of a commission shall be administered in the interests of the zone. (Ord. 6551 § 1 (part), 1993)

2.98.050 Absences and vacancies.

A. In the event a member has three consecutive unexcused absences from meetings of a commission, the city council may declare the office of such member vacant. The staff to each commission shall advise the secretary to the mayor of any member with three consecutive unexcused absences. The chair of each commission may excuse absences.

B. Vacancies, whether scheduled or unscheduled, shall be filled in the same manner as set forth in Sections 2.98.030 and 2.98.040. (Ord. 6551 § 1 (part), 1993)

2.98.060 Election of officers.

At the first meeting of each commission, and thereafter at its first meeting of each subsequent year, the members shall elect a chair and a vice chair. In the absence or disability of the chair and vice chair, a commission may designate a temporary chair. (Ord. 6551 § 1 (part), 1993)

2.98.070 Meetings—Records.

A. Each commission shall meet at least once a quarter. All meetings shall be held in accordance with the Ralph M. Brown Act and shall be open to the public except as provided by law. Special meetings may be called by the chair or a majority of a commission.

B. A quorum shall be a majority of the commission seats filled by the city council. A seat is deemed to be filled after a nominee has been sworn in by the city clerk. No action of the commission shall be valid without the affirmative vote of at least three members.

C. Each commission shall keep a record, which shall be available for public inspection, of all of its resolutions, proceedings, and other actions. (Ord. 6675 § 2 (part), 1996; Ord. 6551 § 1 (part), 1993)

2.98.080 Rules and regulations.

Each commission shall adopt and amend, by the affirmative vote of four members, rules and regulations for the conduct of the commission's business consistent with this chapter. Such rules and regulations shall be submitted to the city council and shall not become effective until approved and ordered filed by the city council. (Ord. 6551 § 1 (part), 1993)

2.98.090 Annual report.

Each commission shall submit an annual report and workplan to the city council no later than September 1st of each year. Attendance records of members shall be included as part of the annual report. (Ord. 6930 § 13, 2003; Ord. 6551 § 1 (part), 1993)

2.98.100 Disclosure requirements.

Members of each commission shall be required to file annual statements of economic interest pursuant to the city's conflict of interest code. (Ord. 6551 § 1 (part), 1993)

2.98.110 Purpose and functions.

The purposes of each commission are to:

A. Recommend to the city council the priority expenditures of net revenues from the parking meters within the parking meter zone for street and parking related expenditures which regulate and control traffic and parking within the parking meter zone and its surrounding area.

B. Study and examine any other parking-related issues referred to it by the city council or by the director of public works and transportation which may include, but without limitation, proposed changes and amendments to the parking meter rates. (Ord. 6551 § 1 (part), 1993)

Chapter 2.100

PARKS AND RECREATION COMMISSION

Sections:

- 2.100.010 Short title.
- 2.100.020 Establishment.
- 2.100.030 Membership—Appointment and terms.
- 2.100.040 Qualifications.
- 2.100.050 Absences and vacancies.
- 2.100.060 Election of officers.
- 2.100.070 Meetings—Records.
- 2.100.080 Rules and regulations.
- 2.100.090 Annual report.
- 2.100.100 Disclosure requirements.
- 2.100.110 Purpose and functions.
- 2.100.120 Hahamongna Watershed Park advisory committee.

2.100.010 Short title.

This chapter shall be known as the "Recreation and Parks Commission Ordinance." (Ord. 6820 § 29 (part), 2000; Ord. 6229 § 2 (part), 1987)

2.100.020 Establishment.

There is created and established a commission of the city to be known as the "recreation and parks commission" and hereinafter called "commission." (Ord. 6820 § 29 (part), 2000; Ord. 6229 § 2 (part), 1987)

2.100.030 Membership—Appointment and terms.

A. The commission shall consist of 9 members, who shall be appointed as follows:

1. Each of the 7 councilmembers and the mayor shall nominate 1 member for a total of 8 members.
2. The mayor shall nominate the remaining 1 member from persons recommended by the 7 councilmembers.
3. All nominations are subject to ratification by the city council.

B. Members shall be appointed for a term of 3 years, and shall serve no more than 2 consecutive terms. A term of less than 1 year shall not be considered a full term. Terms expire on June 30th of the applicable years. A member shall continue in office for the term for which he/she was appointed or until his/her successor is appointed. No member who has served 2 consecutive terms shall be eligible for reappointment to the commission prior to the passage of a 2-year interval.

C. If a member ceases to reside in the city prior to the expiration of a term, the member may complete the term only upon approval by the city council pursuant to Section 2.45.020.

D. Any member of the commission may be removed by the city council at its pleasure. (Ord. 6820 §§ 30, 45 (part), 2000; Ord. 6229 § 2 (part), 1987)

2.100.040 Qualifications.

A. All members shall be residents of the city; provided, however, that a person appointed by a director need not reside in the director's district.

B. Members should have a genuine concern for the welfare of residents and the role of the community service and recreation division and this commission to help children, youth and adults to utilize constructively their leisure time.

C. Past voluntary community service in the city involving various age groups is desirable. (Ord. 6342 § 1, 1989; Ord. 6229 § 2 (part), 1987)

2.100.050 Absences and vacancies.

A. In the event a member has 3 consecutive unexcused absences from meetings of the commission, the city council may declare the office of such member vacant. The staff to the commission shall advise the secretary to the mayor of any member with 3 consecutive unexcused absences. The chair of the commission may excuse absences.

B. Vacancies, whether scheduled or unscheduled, shall be filled by the person who nominated the member to the vacant office, or by his/her successor, in the same manner as set forth in Section 2.100.030. (Ord. 6820 § 45 (part), 2000; Ord. 6229 § 2 (part), 1987)

2.100.060 Election of officers.

At the first meeting of the commission, and thereafter at its first meeting of each subsequent year, the members shall elect a chair and a vice chair. In the absence or disability of the chair and vice chair, the commission may designate a temporary chair. (Ord. 6982 § 2, 2004; Ord. 6229 § 2 (part), 1987)

2.100.070 Meetings—Records.

A. The commission shall meet at least once a month. All its meetings shall be held in accordance with the Ralph M. Brown Act and shall be open to the public except as provided by law. Special meetings may be called by the chair or a majority of the commission.

B. A quorum shall be a majority of the commission seats filled by the city council. A seat is deemed to be filled after a nominee has been sworn in by the city clerk. No action of the commission shall be valid without the affirmative vote of at least 3 members.

C. The commission shall keep a record, which shall be available for public inspection, of all of its resolutions, proceedings, and other actions. (Ord. 6820 § 31, 2000; Ord. 6675 § 1 (part), 1996; Ord. 6229 § 2 (part), 1987)

2.100.080 Rules and regulations.

The commission shall adopt and amend, by the affirmative vote of 5 members, rules and regulations for the conduct of the commission's business consistent with this chapter. Such rules and regulations shall be submitted to the city council and shall not become effective until approved and ordered filed by the council. (Ord. 6820 § 32, 2000; Ord. 6229 § 2 (part), 1987)

2.100.090 Annual report.

The commission shall submit an annual report and workplan to the city council no later than September 1st of each year. Attendance records of members shall be included as part of the annual report. (Ord. 6930 § 14, 2003; Ord. 6820 § 45 (part), 2000; Ord. 6229 § 2 (part), 1987)

2.100.100 Disclosure requirements.

Members of the commission shall be required to file annual statements of economic interest pursuant to the city's conflict of interest code. (Ord. 6229 § 2 (part), 1987)

2.100.110 Purpose and functions.

A. The purpose of the commission is to advise the city council on all matters concerning recreation, recreational use and programs and all related features of "dedicated parkland," as defined and designated in Chapter 3.23 and of "parks," as defined and designated in Section 3.24.020(F).

B. The commission shall have the following powers and functions:

1. To advise the city council on all matters pertaining to recreation, recreational use and programs and all related features of "dedicated parkland," as defined and designated in Chapter 3.23, and of "parks," as defined and designated in Section 3.24.020(F);

2. To stimulate interest in parks and recreation programs and to obtain the greatest possible cooperation and participation of citizens and public and private agencies in such programs;

3. To pursue a policy of public acquisition of land or easements within open space districts;

4. To cooperate and assist in coordinating on a city-wide basis the work of community agencies, social organizations, and special interest groups which support parks and recreation;

5. To cooperate with school districts and other public agencies to maximize the recreational use of school facilities and other public lands;

c. Permits, fees and charges to be made for recreation programs and for the use of public recreation facilities, including parks, playgrounds and special use facilities,

d. Rules and regulations for the use of existing public recreation facilities, including parks, playgrounds and special use facilities, with an emphasis on equal opportunity of use and on minimizing adverse environmental impacts;

9. To perform such other duties as may be described by the Charter or ordinances of the city, or as may be requested by the city council or the city manager.

C. The city council shall respect the responsibilities of the commission and, accordingly, will endeavor, in good faith, to refer matters pertaining to parks and recreation to the commission for advice and recommendations.

Notwithstanding the forgoing, nothing in this code shall prohibit the city council from acting on urgent or other matters without referring the same to the commission. (Ord. 6982 § 3, 2004; Ord. 6820 § 45 (part), 2000; Ord. 6649 § 2, 1995; Ord. 6342 § 2, 1989; Ord. 6229 § 2 (part), 1987)

2:100.120 Hahamongna Watershed Park advisory committee.

A. There shall be and there is created a fifteen (15) member Hahamongna Watershed Park advisory committee composed of the members of the commission, two (2) members of the northwest commission and two (2) members of the utility advisory commission. The northwest commission and the utility advisory commission shall designate the members to serve on this advisory committee.

B. The purpose and function of the Hahamongna Watershed Park advisory committee shall be to advise the city council on matters related to the Hahamongna Watershed Park, including:

1. Review and recommendation of the Hahamongna Watershed Park master plan;
2. Oversight of the preparation of the environmental documents associated with the Hahamongna Watershed Park master plan;
3. Oversight of the construction of the Hahamongna Watershed Park restoration project;

4. Review of revenue and financing proposals to fund the ongoing operations and maintenance of Hahamongna Watershed Park; and

5. Development of a plan for public outreach and community involvement in accomplishing the four functions listed above. (Ord. 6705 § 1, 1997)

6. To cooperate with other city commissions and committees in reviewing and evaluating matters pertaining to parks and recreation;

7. To review, evaluate and recommend the establishment of goals and objectives and plans for the acquisition, improvements and utilization of park and recreation facilities and for any other activity over which the commission has responsibility, and issue periodic reports to the city council and city manager concerning the accomplishment of goals and objectives;

8. To consider, advise and make recommendations to the city council relative to:

a. A budget for operating expenditures, capital improvements and all other expenditures relating to public recreation facilities, including parks, playgrounds and special use facilities,

b. Methods and policies for the acquisition, planning, development and improvement of public recreation facilities, including parks, playgrounds and special use facilities and including the selection of contract consultants for the implementation of such activities,