

Chapter 2.100 - RECREATION AND PARKS COMMISSION

Sections:

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 councilmember need not reside in said councilmember'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)

(Ord. No. 7378, § 29, 8-2-2021)

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 committee shall advise the administrative assistant to the mayor of any such 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)

(Ord. No. 7378, § 3, 8-2-2021)

2.100.060 - Election of officers.

At the annual meeting of the commission, the members shall elect a chair and a vice chair. In the absence or incapacity of the chair and vice chair, the commission may designate a temporary chair.

(Ord. 6982 § 2, 2004; Ord. 6229 § 2 (part), 1987)

(Ord. No. 7378, § 30, 8-2-2021)

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 a majority of seated 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)

(Ord. No. 7378, § 31, 8-2-2021)

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 functions:
 - 1. 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;
 - 2. To pursue a policy of public acquisition of land or easements within open space districts;
 - 3. 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;
 - 4. To cooperate with school districts and other public agencies to maximize the recreational use of school facilities and other public lands;
 - 5. To cooperate with other city commissions and committees in reviewing and evaluating matters pertaining to parks and recreation;
 - 6. 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;
 - 7. 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,
 - 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;
 - 8. 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)

(Ord. No. 7378, §§ 32, 33, 8-2-2021)

2.100.120 - Reserved.

Editor's note— Ord. No. 7357, § 2, adopted Mar. 9, 2020, repealed § 2.100.120, which pertained to Hahahongna Watershed Park Advisory Committee, and derived from Ord. No. 6705, § 1, 1997; Ord. No. 7082, § 5, 2007; Ord. No. 7153, § 1, 2008. For current provisions, see ch. 2.150.