

PARKS AND RECREATION COMMISSION

AN ORDINANCE REESTABLISHING THE PARKS AND RECREATION COMMISSION AND REPEALING ORDINANCE 308.

WHEREAS, the City Council adopted its Ordinance 308 which established a Park and Recreation Commission and defined its powers and responsibilities; and

WHEREAS, the City Council has recently studied the need to amend Ordinance to incorporate the relationship of the Commission with the delegated responsibilities of the City Manager and City staff; and

WHEREAS, the City Council has determined the need to completely amend and nullify Ordinance 308 concerning the Park and Recreation Commission and replace it with this ordinance;

NOW, THEREFORE, the City Council of the City of Blue Lake, California, does ordain as follows:

A Parks and Recreation Commission is hereby reestablished.

Section 1. Membership

The Commission shall consist of five (5) members. All members will be residents of the City or reside within the sphere of influence of the City; and are appointed by the City Council.

Section 2. Appointments and Vacancies

When a vacancy occurs or is anticipated, for whatever reason, the Chair of the Commission shall so certify to the City Council through the City Clerk. The City Council shall declare such vacancy at its next regular meeting and direct public notice of the vacancy for at least 30 days. Commission members whose terms have expired or who had previously served on the Commission and who desire reappointment shall be considered with other nominees.

Section 3. Term of Office

Members appointed by the City Council will serve for a term of two (2) years. Terms of office for each commissioner will be for two (2) years, (except that half of the terms will expire the first year, and thereafter on alternate years for the remaining commissioners). Appointments will expire on January 30. When a Commissioner's normal term of office is to expire, the City Council shall declare the vacancy in December at a City Council meeting. The City Council will have the City Clerk notice the vacancy(ies) for at least 30 days and fill the vacancy as soon as possible.

Section 4. Removal

A Commissioner's term of office will terminate if a member moves their primary residence outside the City limits or outside the sphere of influence of the City or if the member misses, without cause, three consecutive meetings. Commission members may be removed from office by a simple majority vote of the City Council.

Section 5. Officers

At its first meeting each calendar year, the Commission shall appoint from among its members a Chair, Vice-Chair, and Secretary. The Chair shall set meeting agendas, preside at meetings, and call special meetings when necessary. The Vice-Chair shall, in the Chair's absence, perform the duties of the Chairperson. The Secretary shall record the minutes of the meetings. The Commission shall designate a Commissioner to represent the Commission at City Council meetings if the Commission wishes to make a presentation to the Council or if the Council is considering an item that is under the purview of the Commission.

Section 6. Records

Records of the Commissions proceedings, including such things as agendas and meeting minutes shall be kept as public records and filed with the City Clerk.

Section 7. Meetings

All meetings of the Commission shall be held at City Hall, unless adjourned to or scheduled for another place of meeting and written notice has been given. Meetings will normally be held every other month at an established time. All meetings and matters of business of the Commission will be conducted in accordance with provisions of the Ralph M. Brown Act, Government Code Sections 54950 through 54926, currently enacted and amended by the State of California.

Section 8. Duties

The Park and Recreation Commission shall have the following duties:

1. To serve in an advisory capacity to the City Council, the City Manager, and designated City recreation staff in all matters pertaining to public recreation, the City's parks and recreation facilities;
2. To review all park and recreation policy issues as requested by the City Council, the City Manager, and designated City recreation staff and to provide recommendations;
3. Recommend to the City Council, the City Manager, and designated City recreation staff, the creation or amendment of rules, regulations and ordinances for the use of parks and recreation facilities;
4. To advise the City Council, the City Manager, and designated City recreation staff on the acquisition of equipment or property and the seeking of grants;
5. To foster relationships with other entities in order to promote and develop programs of mutual benefit;
6. Work with the City Manager and designated City recreation staff to establish an active public relations program.
7. Perform such other duties relating to recreation and recreation facilities as may be prescribed by the City Council.

Section 9. Powers

The Park and Recreation Commission shall have the following advisory powers:

1. In accordance with adopted policies and procedures of the City, the Commission, under the guidance of City staff, may solicit and organize volunteers and/or establish working committees for raising funds to support the City's parks and recreation facilities and recreational activities;
2. In accordance with adopted policies and procedures of the City, the Commission may solicit and organize volunteers and/or establish working committees to assist in the upkeep of the City's parks and recreation facilities, however all proposed work plans require the approval of the City Manager or designated City staff and all work performed will be under the supervision of City staff;

3. In accordance with adopted policies and procedures of the City, Commission may solicit and organize volunteers and/or establish working committees to assist recreational and educational programming however all proposals for assistance requires the approval of the City Manager or designated City staff and all assistance performed will be under the supervision of City staff;
4. To provide oversight on behalf of the City Council for established City recreation programs;
5. Advise and assist the City Manager and designated City staff in the development of new City recreation programs.

Section 10. Severability

The City Council hereby declares that it would have passed this Ordinance and each section, subsection, sentence, clause or phase thereof, irrespective of the fact that any one or more of the sections, subsection, sentences, clauses, or phrases be declared invalid.

Section 11. Repeal

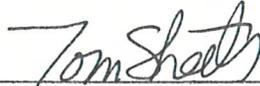
Ordinance 308 and any and all provisions of previously adopted ordinances and resolutions of City of Blue Lake, which are inconsistent with this Ordinance, are repealed and superseded.

APPROVED, AND ADOPTED by the City Council of the City of Blue Lake at a regular meeting held on April 14., 1998 by the following roll call vote:

AYES: Nakamura, Jones, Gardiner, Schapiro, Sheets

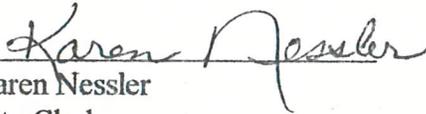
NOES: None

ABSENT: None



Tom Sheets
Mayor

ATTESTED:



Karen Nessler
City Clerk