CITY OF SISTERS
ORDINANCE NO. 429

AN ORDINANCE OF THE CITY OF SISTERS ADOPTING CHANGES TO THE SISTERS CITY PARKS ADVISORY BOARD

WHEREAS on August 25, 2011, the City Council adopted the 2011 City of Sisters Parks Master Plan; and,

WHEREAS, the 2011 City of Sisters Parks Master Plan is intended to guide development of the municipal parks system for the period between 2011 and 2030; and,

WHEREAS, the 2011 City of Sisters Parks Masters Plan recommends the creation of a City Parks Advisory Board to advise the City Council on behalf of the parks system; and,

WHEREAS, the City Council adopted Ordinance 409 on March 8, 2012 creating a City Parks Advisory Board; and,

WHEREAS, the City Council finds it beneficial to have a representative from the Sisters Park and Recreation Department on the City Parks Advisory Board to help coordinate projects and responsibilities between the two entities; and,

WHEREAS, the City Council desires to amend Municipal Code Section 2.29.020 (1) of Ordinance 409 to require a representative from Sisters Park and Recreation Department (SPRD) to be part of the City Parks Advisory Board.

NOW, THEREFORE, the City Council of the City of Sisters ordains as follows:

SECTION 1. The City Parks Advisory Board is amended as set forth in the attached Exhibit A.

SECTION 2. This Ordinance shall take effect thirty (30) days after its approval by the Council and signature by the Mayor.

PASSED by the Common Council of the City of Sisters this 10th day of October, 2013 and APPROVED by the Mayor of the City of Sisters.

Mayor

ATTEST:

Kathy Nelson

Kathy Nelson, City Recorder

Exhibit A

Chapter 2.29

CITY PARKS ADVISORY BOARD

Sections:

2.29.010 Created.
2.29.020 Composition -- Appointment -- Terms -- Vacancy filling.
2.29.030 Chair and vice-chair -- Election.
2.29.040 Reimbursement for expenses -- Records of proceedings.
2.29.050 Quorum -- Governing rules and regulations -- Meetings.
2.29.060 Conflicts of Interest.
2.29.070 Responsibilities.
2.29.080 Recommendations to council to be in writing.
2.29.090 Expenditures.

2.29.010 Created. There is created a City Park Advisory Board for the City of Sisters.

2.29.020 Composition -- Appointment -- Terms -- Vacancy filling.

(1) The City Park Advisory Board shall consist of seven (7) members to be appointed by the mayor, with the consent of the council. Not more than three (3) members of the City Park Advisory Board may be non-residents of the City of Sisters. Any nonresident City Park Advisory Board member must reside within the Sisters School District boundaries. A representative from Sisters Park and Recreation Department (SPRD) shall be one of the seven members and would not count towards the non-resident limit. A high school student is encouraged to apply and would not count towards the non-resident limit. The mayor, with the consent of the city council, shall appoint a council representative to the board, who shall be a nonvoting member thereof.

(2) At the first meeting of the Board, the seven (7) voting appointed members shall choose their terms of office by lots as follows: Two (2) for one year, two (2) for two (2) years, and three (3) for three (3) years. If a high school student is appointed, they shall assume the one year term.

(3) Successors to the term of office of voting members of the commission shall be for three (3) years. A high school member shall serve one year of the three year term.

(4) Ex officio nonvoting members shall serve at the pleasure of the mayor.

(5) Any vacancy in office shall be filled by the mayor, with the consent of the council, for the unexpired portion of the term of the member whose office became vacant.

(6) A member of the City Park Advisory Board may be removed by the city council, after hearing, for misconduct or nonperformance of duty.

2.29.030 Chair and vice-chair -- Election. The City Park Advisory Board, at its first meeting after the effective date of the ordinance codified in this chapter, shall elect a chair and vice-chair who shall be voting members and who shall hold office at the pleasure of the commission. The chair and vice chair shall serve a two-year term.

2.29.040 Reimbursement for expenses -- Records of proceedings. Members of the City Park Advisory Board shall receive no compensation, but shall be reimbursed for duly authorized expenses. The City Park Advisory Board shall keep an accurate record of all proceedings of the board and the board shall make and file with the common council minutes of all transactions of the board.

2.29.050 Quorum -- Governing rules and regulations -- Meetings.

A majority of the current members of the City Park Advisory Board shall constitute a quorum. The City Park Advisory Board may make and alter rules and regulations for its government and procedure consistent with laws of this state and with city charter and ordinances. The City Park Advisory Board shall meet at a minimum quarterly or as needed or as directed by the Council.

2.29.060 Conflicts of Interest.

(1) City Park Advisory Board members shall not participate in any City Park Advisory Board proceeding or action in which they hold a direct or substantial financial interest, or when a member's immediate family holds such interest. Additionally, a member shall not participate when an action involves any business in which they have been employed within the previous two (2) years, or any business with which they have a prospective partnership or employment.

(2) City Park Advisory Board members shall disclose any actual or potential conflict of interest in any action before the City Park Advisory Board at the meeting where the action is to be taken.

2.29.070 Responsibilities.

(1)The board shall act as an advisor to the City Council on matters pertaining to the acquisition, development, maintenance and preservation of public parks, trails and open space areas. General functions and specific responsibilities of the City Park Advisory Board are as follows:

a. To provide input and recommendations that will allow the City to produce and maintain safe, high quality parks, trails, open space areas and recreational opportunities;

b. To provide input and recommendations to implement the City's Parks Master Plan;

c. To provide input and recommendations on the development and maintenance of parks, trails and open space areas;

d. To inform City Council on the progress or problems associated with City parks, trails and open space areas;

e. To aid in coordinating outdoor recreation with the programs of other governmental agencies and voluntary organizations and coordinate volunteer park projects;

f. To interpret the importance and need of recreation to the community and receive input concerning outdoor recreation activities;

g. To seek alternative funding sources for the development and/or acquisition of parks, trails and open space areas and their amenities;

h. To make recommendations as to the rate or amount of any necessary service charges required for the use of any park facilities under the jurisdiction of the City; and,

i. To review draft park budget prepared by the Public Works Director prior to submittal to the Sisters Budget Committee.

2.29.080 Recommendations to council to be in writing. All recommendations made to the council by the City Park Advisory Board shall be submitted in writing.

2.29.090 Expenditures. The City Park Advisory Board shall have no authority to make any expenditure on behalf of the city, or to obligate the city for the payment of any sums of money, except as the common council of the city shall have authorized such expenditures.