

## **ARTICLE II. - PARKS, RECREATION AND OPEN SPACE ADVISORY BOARD**

### **Sec. 74-21. - Created.**

There is hereby created a Parks, Recreation and Open Space Advisory Board.

### **Sec. 74-22. - Members.**

Members of the Board shall be appointed pursuant to the Board and Commission Policy. The Board shall consist of not less than five (5) or more than nine (9) members, as determined by the City Council.

### **Sec. 74-23. - Term of members.**

- (a) Members of the Board shall serve terms in accordance with the Board and Commission Policy.
- (b) Board member term limits are established by the Board and Commission Policy.
- (c) Each member shall serve on the Board until removed by the City Council or until their successors are appointed, whichever occurs first.

### **Sec. 74-24. - Officers and duties.**

- (a) *Officers enumerated.* The Board shall elect annually, at the first regular Board meeting in October, the following officers from among its members:
  - (1) Chairperson; and
  - (2) Vice-chairperson.
- (b) *Duties described.*
  - (1) *Chairperson:* The Chairperson shall preside at all meetings and shall perform all other duties as usually pertain to the office of Chairperson, or as may be instructed by the City Council.
  - (2) *Vice-chairperson:* It shall be the duty of the Vice-chairperson to perform the duties of the Chairperson in his/her absence.

### **Sec. 74-25. - Compensation.**

Members of the Board shall serve without compensation.

**Sec. 74-26. - Powers and Duties.**

The Board shall act in an advisory capacity to the Director, City Manager and City Council in matters pertaining to Parks, Recreation and Open Space, and shall:

- (1) Become familiar with the location and current condition of the Parks system;
- (2) Recommend sites to be purchased and used as City Parks in accordance with the City's Parks and Recreation Master Plan;
- (3) Recommend improvements to be made to existing Park property, structures, facilities, athletic areas and other improvements;
- (4) Recommend the removal of specific structures, facilities, athletic areas and other improvements or Park properties from the City's Park system in the best interest of the public;
- (5) Recommend rules and regulations governing the use of facilities including those related to youth sports associations, as necessary;
- (6) Perform other duties as the City Council may prescribe;
- (7) Establish goals and standards for the Board's governance and for the performance of its duties, as necessary;
- (8) Assist in informing citizens about Department policies and functions; and
- (9) Assist in educating the community about park related items including bond programs, capital projects, partnership opportunities, land donations and various other resource needs for Department operations.

**Sec. 74-27. - Removal from Board; vacancies.**

Members of the Board shall serve at the will and pleasure of the City Council. Any Member of the Board may be removed by the City Council at any time, with or without cause. Any vacancy in the membership of the Board may be filled by the City Council.

**Sec. 74-28. - Meetings.**

- (a) The Board will meet the second Thursday of each month as necessary and at such other times as needed, or by written request sent to the Chairperson or Vice-chairperson by the Director or City Council.
- (b) Notice of meetings shall be posted in accordance with the Texas Open Meetings Act, and shall be held at the Department's administration office, unless otherwise specified.
- (c) A simple majority of the Board members then appointed and qualified shall constitute a quorum.
- (d) Regular attendance at meetings is required in accordance with the City Council Policy on Board and Commission Member Appointment and Eligibility. The absence of any member from any meeting shall be noted in the minutes of the meeting. The Director shall submit to the City Council upon request information related to the Board.
- (e) The Director shall attend Board meetings, post notice of meetings and record minutes in accordance with state law.

**Sec. 74-29. - Subcommittees.**

- (a) The Board, by majority vote at any regular or special meeting, may establish one or more *ad hoc* subcommittees necessary to serve a limited need or purpose of the Board and appoint members of the Board to serve on such subcommittee(s).
- (b) *Ad hoc* subcommittees are not standing committees and shall be terminated in the same manner as they are appointed upon the resolution of the limited need or purpose for which they were established.
- (c) All meetings of any *ad hoc* subcommittees shall conform to the requirements of the Texas Open Meetings Act.

**Sec. 74-30. - Naming of Parks.**

The Board will be responsible for recommending to the City Council names for Parks.

- (1) The Board shall be responsible, with the assistance of the Department, for research, study and recommendation of a proposed name for Parks to the City Council.

- (2) Names for Parks should have meaning and be recommended utilizing the direction of the City Council as described in Resolution No. 2014-01-008 (R).
- (3) The recommended name will be communicated to the City Council for its consideration and approval.
- (4) The Board may recommend that a Park name be changed for any reason at any time.