

AN ORDINANCE OF PACIFIC, WASHINGTON, RELATING TO THE REVISION OF
CHAPTER 2.38 RELATING TO THE BOARD OF PARK COMMISSIONERS, AN
ADVISORY BODY OF THE CITY COUNCIL

Chapter 2.38

BOARD OF PARK COMMISSIONERS

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2.38.010 Definitions.

For the purpose of this chapter certain words shall have the following meanings:

A. “Board” means the board of park commissioners

B. “Park” means an area of land dedicated to public use by the city. This land shall include picnic grounds, play grounds, trails, wildlife sanctuaries and other areas owned by the city ~~with or without water, developed and used for public recreational purposes, including landscaped tracts, picnic grounds, playgrounds, athletic fields, recreation centers, camps, foot, bicycle and bridle paths, motor vehicle drives, wild life sanctuaries, museums, zoological and botanical gardens, facilities for bathing, boating, hunting and fishing, as well as other recreational facilities owned by the city of Pacific and utilized~~ for the benefit of the public.

(Ord. XXXX § 3, 2020; Ord. 570 § 1, 1975)

2.38.020 Purpose – Creation – Composition – Compensation.

The purpose of the board is to provide the council and the mayor with input on the development, maintenance, and the use of public funds for parks.

The board members shall be appointed by the mayor with the consent of the city council.

~~There is created a board of park commissioners in and for the city, consisting of seven members who shall be appointed by the mayor, with the confirmation of the city council.~~

The board shall consist of seven voting members involved in local business, have shown interest in local affairs, or are employed in Pacific. Two of the commissioners may reside outside the city as long as they own residential property within the city. The rest of the commissioners shall reside in the city. One position shall be reserved for a Pacific youth, 16 to 18 years of age who resides in the city or surrounding communities.

Park commissioners shall not be compensated for their services.

(Ord. XXXX § 3, 2020; Ord. 1896 § 1, 2015; Ord. 1663 § 1, 2007; Ord. 1217, 1994; Ord. 1192, 1993; Ord. 1071 § 1, 1989; Ord. 570 § 2, 1975).

2.38.030 Terms of office – Attendance – Filling Vacancies.

~~A. Commissioners will be appointed to three year terms that are staggered by position. The exception will be the Pacific youth position which shall be a one year appointment. The terms of office shall begin on the first Monday in January, and, at expiration of each commissioner's term, the mayor shall appoint, with the confirmation of the city council, one member for a three year term.~~

~~B. Members of the board may be removed at any time by the mayor, with council approval, and vacancies for the remainder of unexpired terms shall be filled in the same manner in which original appointments are made.~~

~~C. If a member of the board absents himself, unless by permission of the board, from three consecutive regularly scheduled meetings, such absence shall be deemed cause for removal.~~

Members of the board shall serve a three year term or fill the unexpired term of a person they are replacing. Members of the board may be removed at any time by the mayor with the consent of the council. If a member is absent three consecutive meetings without permission of the board, such absence will be deemed cause for removal. Term of office begins on January 1st. Vacancies will be filled in the same manner in which appointments are made.

(Ord. XXXX § 3, 2020; Ord. 1663 § 1, 2007; Ord. 968 § 1, 1985; Ord. 941 § 2, 1984; Ord. 570 § 3, 1975).

2.38.040 Officers – Meetings – Minutes – Quorum.

~~Immediately after their appointment, the park commission shall meet and organize by electing from the members of the board a chairperson, a secretary, and such other officers as may be necessary. It shall be the duty of the secretary to keep minutes of all meetings and of all proceedings of the board. A majority of the board shall constitute a quorum for the transaction of business, and two affirmative votes shall be necessary to carry any proposition. A regularly scheduled meeting of the board shall be held at least once a month. However, a meeting may be canceled if the board has no business to transact. A copy of the minutes of the meeting shall be filed with the city clerk, to be given to the park department and city council at the next scheduled council meeting. Each member of the board shall receive a copy of said minutes.~~

Each December the board will meet and elect a chairperson and vice-chairperson.

A regularly scheduled meeting shall be held on the third Tuesday of each month except when holidays conflict. In such case the chairperson shall reschedule the meeting. Each June the board shall meet with the council at a joint study session to discuss the board's work plan and other issues.

~~Minutes of each meeting shall be kept by a designee of the city clerk. These minutes will be kept on file with the clerk. The clerk will ascertain that each of the members of the board and associated city staff will receive a copy of the minutes within one week of the meeting. Summaries of each board meeting will be prepared by staff and placed on the council consent agenda for approval and on the City web site.~~

~~A quorum shall consist of a majority of the sitting board members. A meeting may be cancelled by the chairperson if less than four members are expected to attend or if the board has no business to transact.~~

(Ord. XXXX § 3, 2020; Ord. 1233 § 1, 1994; Ord. 968 § 2, 1985; Ord. 570 § 4, 1975).

2.38.050 ~~Powers and Duties.~~ Duties – Powers.

~~A. The board shall have all the powers and perform all the duties provided by the laws of the state of Washington relating to board of park commissioners of code city.~~

~~B-A.~~ The board shall advise the city council regarding planning, promotion, acquisition, construction and development of public recreational facilities.

~~C B.~~ The board shall make recommendations which it may deem advisable for the acquisition and development of future recreational facilities.

~~D C.~~ The board shall perform such other services and studies as may be requested by the city council.

~~E D.~~ The board shall review any applications that propose any kind of physical changes to the park, or any kind of temporary or permanent structure that may restrict the use of the park.

~~F E.~~ The board shall prepare a three-year park development plan. The board shall report to the city council annually prior to July 31st regarding an updated three-year park development plan with budget recommendations.

~~G F.~~ The board shall prepare a yearly budget for the special projects to be completed in the following year as outlined in their three-year park development plan. The budget to be submitted to the parks director by August 31st to allow for inclusion in the annual city budget.

G. The board shall have no power or authority.

(Ord. XXXX § 3, 2020; Ord. 1233 § 2, 1994; Ord. 968 § 3, 1985; Ord. 570 § 5, 1975).

2.38.060 Park Fees – Regulations.

~~The board shall recommend rules and regulations for the government and management, including the fees charged for the use thereof, of any municipally owned or controlled park or recreation facility. All rules and regulations and use charges and amendments and changes adopted by the city council shall be promulgated by one posting in three public places in the city, and a copy thereof shall be filed in the office of the city clerk. These rules and regulations shall have full force and effect from and after the date of publication. This chapter and rules and regulations adopted pursuant thereto shall be enforced by the police department. Violations of rules and regulations so adopted shall be a violation of this chapter.~~

The board shall advise the mayor as to the fees for use of parks. The mayor will file these fees with the city clerk.

The board will advise the council and mayor as to the regulations of parks. These regulations are found in Section 12.08 of this Code. These regulations will then be enforced by the police department. Violation of these regulations so adopted by the council shall be a violation of this chapter.

(Ord. XXXX § 3, 2020; Ord. 1477 § 3, 2000; Ord. 968 § 4, 1985; Ord. 570 § 6, 1975).

2.38.070 Citizens' advisory group.

~~The mayor may appoint, with the city council approval, a citizens' advisory group, as necessary. This group shall consist of five members representing various community, civic or religious organizations, and the populace at large, and shall include at least two persons under age 21. The duties of this group shall be to advise the mayor, board and city council regarding control and supervision of all parks and playgrounds, planning, promotion, management and acquisition, construction and development, maintenance and operation, including restrictions on and compensation to be paid for concessions or privileges in parks, playgrounds and recreational facilities within the city limits, as required. This group shall not be confused with the parks and recreation committee, which is the committee of council members appointed by the mayor as his advisory committee. (Ord. 570 § 7, 1975).~~

Repealed by Ord. XXXX § 3, 2020

2.38.080 Park and recreation Fund.

~~There is established a fund, to be known as the "park and recreation fund," and said fund shall receive all revenues created by all fees, fines and deposits established by this chapter. This fund shall be used for maintenance and operation of all city parks and recreational facilities and all related groups and organizations. These funds will be administered by the appropriate city departments, i.e., utilities, parks and recreation, or the city clerk's office depending upon the need.~~

A special fund will be established by the city administrator known as the "Park Fund". The fund shall be to receive all fees, fines, and deposits established by the council in this chapter. The status of this fund will be reported by the city administrator.

(Ord. XXXX § 3, 2020; Ord. 1233 § 3, 1994; Ord. 968 § 5, 1985; Ord. 570 § 8, 1975)

2.38.100 Penalty for violation.

Repealed by Ord. 1477. (Ord. 570 § 10, 1975).