

## Chapter 2.16

### PARK AND RECREATION BOARD

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#### **2.16.010 Structure of board.**

There is created a park/beautification and recreation board of the city. The board shall consist of a minimum of four members and a maximum of seven members, all of whom shall be approved by the common council of the city. On the board there shall be one member appointed by the common council from each duly established ward in the city, and a maximum of three business owners or officers of an organization operating in the city. If one member can not be appointed from each ward an at-large approval will be allowed. All board members shall serve at the pleasure of the common council and the members thereof shall not be paid. (Prior code § 1.0301)(Amended January 2005)

#### **2.16.020 Terms of members.**

The term of each member of the park and recreation board shall be for two years, except that when such board members are first appointed, two members shall be appointed for two years and the balance of members shall be appointed for one year. Thereafter appointments of each member shall be for a term of two years, so that there will be an overlapping of tenures. Appointments of the board members shall be made at the first regular meeting of the common council in May, commencing in the year 1990, and each year thereafter whenever a term of a member of the parks and recreation board shall have expired. (Prior code § 1.0302)

#### **2.16.030 Vacancies.**

Any vacancy in a membership on the park and recreation board shall be filled for the unexpired term in the same manner as for appointment. (Prior code § 1.0303)

#### **2.16.040 Officers.**

The park and recreation board shall elect one of its members as president, one as vice-president, and one as secretary. Each of the officers shall serve for a term of one year. (Prior code § 1.0304)

#### **2.16.050 Rules and regulations.**

The board shall keep a record of its proceedings and shall meet as often as the board or city council may determine. The board shall follow such rules and regulations and accept such responsibilities as may from time to time be prescribed by the common council of

the city. (Prior code § 1.0305)

**2.16.060 Responsibilities.**

The park and recreation board shall have responsibility for supervision and control of all public parks of the city, whether within or without the city. The term "public park" includes the land or lots heretofore or hereafter purchased, devised, bequeathed or conveyed to the city for park purposes. The park and recreation board shall have responsibility for directing the operation and maintenance of such parks and the erection of such improvements therein as they may deem desirable, provided that the expenditure of any funds for such purposes must first be provided by the common council of the city.

The park and recreation board shall have responsibility for the operation of a system of public recreation or playground programs as they may be directed from time to time by the common council. In so doing, the park and recreation board may employ such persons or purchase such equipment as may be necessary, provided that the amounts so expended are first approved by the common council of the city.

Subject to the approval of the common council, the park and recreation board shall make such by-laws, rules and regulations for the orderly transaction and conduct of its business as it may deem necessary. (Prior code § 1.0306)

**2.16.070 Recommendations by resolution.**

The park and recreation board may make recommendations to the

common council by resolution. (Prior code § 1.0307)

**2.16.080 Annual report.**

The park and recreation board shall make an annual report to the common council of its acts and all of its expenditures, showing the condition of all the parks and recreation programs under its control. (Prior code § 1.0308)

**2.16.090 Estimate of moneys needed.**

The board, on or before the first day of August of each year, shall make an estimate of the moneys necessary for maintaining, constructing and improving the parks, parkways, roads, boulevards and avenues which are under its control for the ensuing fiscal year, and for the maintenance and carrying on of its recreation program. Such estimates shall specify the amounts required for each such program. Such estimates shall be presented to the common council of the city. (Prior code § 1.0309)

**2.16.100 Authority.**

The president, or in the case of his or her absence or disability the vice president, shall have authority to sign, execute and acknowledge in the name of the park and recreation board all contracts or documents of any character authorized by the common council. (Prior code § 1.0310)

**2.16.110 Restrictions.**

The park and recreation board may not acquire any land, nor employ any employees, nor expend any funds, nor execute and acknowledge in the

name of the park and recreation board  
any contracts or documents of any kind  
without the prior approval of the  
common council of the city. (Prior code  
§ 1.0311)