

**CITY OF BLOOMFIELD**

**ORDINANCE #441**

**AN ORDINANCE ESTABLISHING**

**PARKS AND RECREATION ADVISORY COMMISSION**

**WHEREAS**, it is recognized that the City of Bloomfield Parks and Recreation Department will only be successful to the extent it is responsive to the needs of the citizens it serves, and

**WHEREAS**, the City Council recognizes that it would be desirable to have input from an advisory group in regard to parks and recreation.

**WHEREAS**, A Parks and Recreation Advisory Commission could provide both the Department and the City Council with valuable assistance as a mechanism to gather information and direction from the community in regard to the parks and recreation operations.

**NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF BLOOMFIELD THAT:**

There shall be added to Article V. Boards, Commissions and Committees of the Bloomfield Municipal Code Section 2-130 which shall read as follows:

**Section 2-130 CREATED AND ESTABLISHED:**

The Bloomfield Parks and Recreation Advisory Commission is established with those powers and duties as set forth in Article V. Section 2-130, of the Bloomfield Municipal Code.

The Commission is established to act in an advisory capacity to the City Manager and the City Council on the problems and development of parks and recreation facilities and public lands within the City.

The Commission's jurisdiction is limited to the area within the City boundaries except for those extra territorial interests, such as trails and city properties, subject to city jurisdiction.

The Bloomfield Parks and Recreation Advisory Commission consists of Five members; up to two members may be residents from outside the city limits, preference shall be given to City resident applicants. Members will be appointed by the Mayor for three-year terms (except to complete terms) subject to be approved by the City Council.

One Bloomfield area High School student selected by his or her student body shall serve as a consulting member of the Commission in addition to the five appointed members, and may attend and participate in all meetings as a consultant, but shall have no vote. There will be regular monthly meetings May through September and bi-monthly meetings October through April of the Commission and permanent records or minutes shall be kept of the proceedings. The minutes will record the vote of each member upon every question. Every decision shall be filed in the office of the City Clerk and shall be public record open to inspection.

**Section 2-131 DUTIES AND RESPONSIBILITIES:**

The duties and responsibilities of the Commission are:

- A. Act in advisory capacity to the City Manager and the City Council on the problems and development of park and recreation facilities and public lands in the city. Consideration may include existing facilities, possible future developments and recommendations on land use.
- B. Consider any specific proposal, problem or project as directed by the City Council.

**Section 2-132 DUTIES AND POWERS OF THE OFFICERS:**

- 1. A Chair and Vice-Chair shall be selected annually (November Meeting) by the appointive members.
- 2. The Chair shall preside at all meetings of the Commission, call special meetings in accordance with the by-laws, sign documents of the Commission, see that all actions and notices are properly taken, and summarize the findings of the Commission for the official record.
- 3. The Vice-Chair shall perform all duties and be subject to all responsibilities of the Chair in his/her absence, disability or disqualification of office.
- 4. The Vice-Chair will succeed the chair if he/she vacates the office before the term is completed, to complete the unexpired term. A new Vice-Chair shall be elected at the next regular meeting.

**Section 2-133 REGULAR MEETINGS:**

- 1. January, March, May, June, July, August, September, November on the third Thursday of the month, at 6:00 p.m.
- 2. Items will be added to the agenda upon request of staff, the Commission or a Commissioner. Agenda deadline is the Wednesday of the week preceding the meeting date at 5:00 p.m.
- 3. Removing items from the published agenda will be by consensus of the Commission. No items may be added.
- 4. Commissioners will give staff or Chair a minimum of two weeks notice or as soon as possible regarding their potential absence from a meeting.

**Section 2-134 COMPENSATION:**

Members of the Parks and Recreation Advisory Commission shall not receive any salary or compensation for their services on the committee, but shall be entitled to receive per diem and mileage for out of town travel as authorized by state law and city travel policy.

**PASSED, APPROVED, SIGNED AND ADOPTED THIS 13TH DAY OF DECEMBER, 2010.**

**ATTEST:**

*Christl M. Miller*  
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*Scott Eckstein*  
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Mayor Scott Eckstein

