

**CITY OF WILSONVILLE
PARKS AND RECREATION ADVISORY BOARD**

2.300 Parks and Recreation Advisory Board.

(1) A Parks and Recreation Advisory Board is hereby created. The Parks and Recreation Advisory Board shall consist of seven members. At least five members of the Parks and Recreation Advisory Board shall be residents of the City. Two members may reside outside of the city limits but must reside within the boundaries of the West Linn-Wilsonville, Canby, Sherwood, or North Marion school districts. Members shall be appointed by the Mayor with the consent of the City Council and may be removed by the Mayor with the consent of the Council. Of the members first appointed, four members shall be appointed for a two-year term and five members shall be appointed for a four-year term. Subsequent appointments shall be for a term of four years. No member shall hold appointment for more than two full consecutive terms, but any person may be appointed again to the Commission after an interval of one year.

Amended by Ord #397 – 5/4/92

Amended by Ord. #480 3/20/97

(2) At its first meeting in each calendar year, the Board shall elect a Chairperson and Vice Chairperson. The Chairperson shall preside at all meetings and the vice Chairperson shall preside over the meetings in the event that the Chairperson is absent. Unless otherwise specified, Robert's Rules of Order shall govern the meetings. Board members shall serve without pay but may be reimbursed for any expenses incurred in the discharge of their duties, with the approved city policies and with prior approval of the Parks and Recreation director.

(3) Four members shall constitute a quorum.

Amended by Ord. #480 – 3.20/97.

(4) Parks and Recreation Advisory Board members shall make every effort to attend all meetings. In the event that a member is absent from three meetings in any calendar year without either a pre-arranged excuse or an emergency, the Parks and Recreation Board may recommend removal of said member. Removal must be approved by the Council.

(5) The board shall hold at least four meetings per year to conduct its business. All meetings of the Board shall be open to the public.

Amended by Ord. #346 – 3/6/89.

2.301 Purpose.

The purpose of the Parks and Recreation Advisory Board shall be as follows: to act as a channel of communication for the general public and the municipal administration. To take initiative in planning of present and future parks and recreation needs to support the people of Wilsonville. To advise the City Council on various policy matters which have been referred to them in regard to the provision of park and recreation services to the total community.

2.302 Parks and Recreation Advisory Board Duties and Responsibilities.

(1) Give due attention and study to recreation and park service as they affect the welfare of the people of Wilsonville.

(2) Interpret the recreation and park services of the department to the community.

- (3) Interpret community recreation and park services of the department to the community.
- (4) Take initiative in planning for future recreation and park areas and facilities, as well as considering means of bringing present areas and facilities up to an acceptable standard.
- (5) Serve as a sounding board for the department administrator and staff to test their plans and ideas.
- (6) Recommend policy.
- (7) Enable civic and service organizations to accomplish results through cooperation.
- (8) Encourage individuals and citizen groups to give funds, property, and manpower for the development and operation of the recreation and park facilities.
- (9) Generally enlist community interest in recreation and parks.

2.303 Advisory Functions.

The actions of the Parks and Recreation Advisory Board shall be advisory only and shall not constitute policy of the City and shall not be binding upon the City Council or upon the City. The City Council may adopt all or part of any recommendation of the Board, with or without changes as city policy.