

ORDINANCE NO. 3542

AN ORDINANCE OF THE CITY OF MESQUITE, TEXAS, AMENDING THE ORGANIZATIONAL STRUCTURE AND OPERATING RULES FOR THE PARKS AND RECREATION ADVISORY BOARD; REPEALING ORDINANCE NO. 1143 AND ORDINANCE NO. 1302; PROVIDING FOR A SEVERABILITY CLAUSE; AND DECLARING AN EMERGENCY.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MESQUITE, TEXAS:

SECTION 1. That Ordinance No. 1143 and Ordinance No. 1302, which established the Organizational Structure and Operating Rules for the Parks and Recreation Advisory Board, are hereby repealed in their entirety.

SECTION 2. That the City Council hereby adopts the revised Organizational Structure and Operating Rules for the Parks and Recreation Advisory Board attached hereto as Exhibit "A."

SECTION 3. That should any word, sentence, clause, paragraph or provision of this ordinance be held to be invalid or unconstitutional, the validity of the remaining provisions of this ordinance shall not be affected and shall remain in full force and effect.

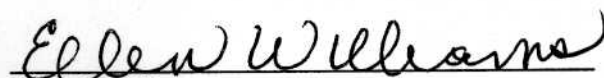
SECTION 4. That the need to adopt the revised Organizational Structure and Operating Rules for the Parks and Recreation Advisory Board creates an urgency and emergency for the preservation of the public health, safety and welfare, and requires that this ordinance shall take effect immediately from and after its passage.

DULY PASSED AND APPROVED by the City Council of the City of Mesquite, Texas, on the 18th day of November, 2002.

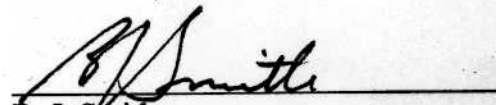


Mike Anderson
Mayor

ATTEST:


Ellen Williams
City Secretary

APPROVED:


B. J. Smith
City Attorney

PARKS AND RECREATION ADVISORY BOARD

Organizational Structure and Operating Rules

- I. Establishment of Parks and Recreation Board.** A Parks and Recreation Advisory Board (Board) consisting of seven active members and two alternate members is hereby established as follows:
- A. Members shall be qualified voters of the City of Mesquite (City).
 - B. Members shall be appointed by the City Council for two-year terms except that the initial appointment shall be for one year for four members to create staggered terms with two-year appointments thereafter. In the event of a vacancy, the City Council shall appoint a member to serve for the unexpired term.
 - C. Members shall serve without compensation, but shall not continuously serve for a period in excess of six years.
 - D. If a replacement has not qualified upon the expiration of a member's term, then that member shall continue his membership until replaced.
 - E. A majority of the voting membership shall constitute a quorum. Should an active member be unable to attend a regular or special meeting, an alternate shall serve in an active member's place for that meeting. Alternate members shall not vote unless said member is in the place of an active member.
 - F. Attendance at all meetings is encouraged. Should a member fail to attend two consecutive meetings without prior notification of such inattendance, that member's appointment shall be considered automatically terminated and written notice by the Vice Chair shall be given to the City Council of the vacancy so that another appointment can be made. Notification shall be to the Chair and shall state the reasons therefore.
 - G. The Parks and Recreation Advisory Board shall annually elect a Chair and a Vice Chair.
 - 1. Chair. The Chair shall preside over meetings and shall be entitled to vote upon each issue. In the event a question over procedure arises, *Robert's Rules of Order, Revised Version*, shall be followed.
 - 2. Vice Chair. The Vice Chair shall assist the Chair in directing the affairs of the Board. In the absence of the Chair, the Vice Chair shall assume all duties of the Chair.
 - H. The Director of Parks and Recreation (Director) shall be an ex officio member of the Board with the right to attend all meetings and participate in discussions but without the right to vote.

- II. Powers and Duties.** The Board shall have the following powers and perform the following duties.
- A. It shall act only in an advisory capacity to the City staff and through the staff to the City Council in all matters pertaining to Parks and Recreation, shall acquaint itself with and make a continuous study and review of the complete Parks and Recreation services of the City and shall advise with the staff and City Council from time to time, as to the present and future maintenance, operation, planning, acquisition, development, enlargement and use policies of the City Park and Recreation services.
 - B. It shall study and encourage the development of Parks and Recreation areas and study and encourage the development of wholesome recreation for all residents of the City.
 - C. It shall advise with the Director on problems of development of recreation areas, facilities, programs and improved recreation services.
 - D. It shall recommend the adoption of standards on areas, facilities, program and financial support.
 - E. The members of the Board shall study and review *The Master Planning Guide for Parks and Recreation* and become familiar with such plan and its relation to existing and proposed facilities and shall become aware of any revision or updating thereof.
 - F. It shall advise and recommend to the Director on the development of long-range capital improvement programs and, when in its opinion the need exists for additional park and recreational facilities, grounds or premises, it shall make appropriate recommendations to the City Council. It shall also recommend the acquisition of additional parks, park and recreational equipment, and supplies.
 - G. It shall follow the rules and regulations as may be prescribed by the City Council for the conduct of its business.
 - H. It shall recommend to the City Council rules, regulations and policies governing the use of park and recreational facilities.
 - I. It shall make any other recommendations to the City Council regarding park and recreation matters that it considers advisable.
 - J. It may solicit for the City gifts, revenues, bequests or endowments of money or property as donations or grants from persons, firms or corporations, subject to the approval and acceptance by the City Council.
 - K. It may from time to time recommend to the City Council amendments or changes to the Organizational Structure and Operating Rules.

- L. The Board through its Chair shall make a written report annually to the City Council concerning its activities during the past year and its proposals for the coming year.
- M. The Board's authority shall not extend to the direction, supervision, employment or termination of employees of the Parks and Recreation Department. No supervisory power of the Board is created.
- N. It shall review the budget but shall not be authorized to add, delete or change in any way the budget as prepared by the Parks and Recreation staff.
- O. The Board shall not have the power to obligate the City for any funds or expenditures or incur any debt on behalf of the City.
- P. All powers and duties prescribed and delegated herein are delegated to the Board as a unit and all action hereunder shall be of the Board acting as a whole. No action of an individual member is authorized except through the Board.

III. Procedure. The procedures of the Board are as set out below:

- A. Meetings.
 - 1. Regular Meetings. The Board shall meet at least monthly in a public place with public notice as prescribed by law.
 - 2. Special Meetings. Special meetings may be called by the Chair or by written request sent to the Chair or Vice Chair by four members of the Board.
- B. Voting. All questions presented for a vote of the Board shall be decided by a simple majority of those voting members present. Only those voting members present can vote.