

**RESOLUTION 15-11**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MCCALL, IDAHO, ADOPTING A REVISED MCCALL PARKS AND RECREATION ADVISORY COMMITTEE CHARTER; PROVIDING FOR RELATED MATTERS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on May 20, 2015 the Parks and Recreation Advisory Committee met and voted unanimously to revise the committee's Charter; and

WHEREAS, the current language in the Parks and Recreation Advisory Committee's needs to be revised to eliminate meeting in the summer months; and

WHEREAS, the McCall City Council approved the revised Parks and Recreation Advisory Committee's Charter at their regularly schedule Council meeting on July 9, 2015;

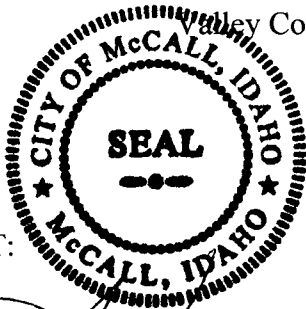
NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF MCCALL, VALLEY COUNTY, IDAHO THAT:

Section 1: The revised Parks and Recreation Advisory Committee's Charter attached hereto is hereby adopted.


Section 2: This resolution shall be in full force and effect upon adoption.

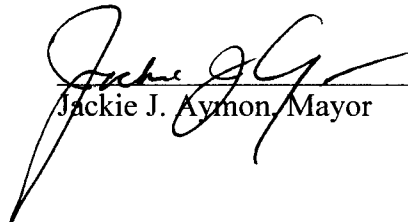
Passed and approved this 9 day of July 2015.

CITY OF MCCALL  
Valley County, Idaho



ATTEST:

  
BessieJo Wagner, City Clerk

  
Jackie J. Aymon, Mayor

## **McCall Parks and Recreation Advisory Committee**

### **PURPOSE:**

The Parks and Recreation Advisory Committee is established pursuant to Idaho Code 50-210 to advise and make recommendations to the McCall City Council on matters pertaining to the operations, management and programming of the McCall Parks and Recreation Department. The Committee shall consist of seven voting members. The City Manager or designee shall present to the City Council a recommendation for appointments to the Committee for confirmation as outlined in section 1-9-4 of City Code.

### **DUTIES:**

1. Advise and recommend to the Parks and Recreation Director, City Manager, and City Council on matters of parks and recreation programs, facilities, polices, and developments.
2. On a biennial basis, in cooperation with the Parks and Recreation Director, conduct a physical inspection of all parks and recreational facilities and sites. The inspection should note all items regarding user safety, maintenance/repair and future construction or improvement projects.
3. Participate in planning for parks and recreation facilities with McCall-Donnelly school district, Idaho Parks and Recreation Department, Valley County Waterways Committee and other public or private providers of recreational services and facilities.
4. On an annual basis, prior to May 1<sup>st</sup>, review maintenance, construction and site improvements that are planned for the parks and recreation facilities and sites during the summer season.
5. Review and comment on proposed sites for facilities as requested by the City Manager, City Council, or staff.
6. Assist the Parks and Recreation Director with the preparation of the annual budget for the Parks and Recreation Department.
7. Comply with provisions in City Code regarding Advisory Committees.

### **STAFF:**

The Parks and Recreation Director shall serve as the staff to this Committee. He or she will prepare Committee minutes and present them for approval in a timely fashion. Staff shall assume responsibility for notifications and reminders for meetings and assisting the Committee as requested, by undertaking research to provide information and corresponding as necessary to develop the best possible recommendations.

## **MEETING TIMES/PLACES:**

The Committee shall meet once a month in a regular fashion on a specified day, time and place. Such a day, time and place shall be recorded on the city calendar and otherwise published. The Committee will not meet during the months of June, July and August unless at the request of the Chair, City Manager, City Council or staff. The Committee may meet at other times upon the request of the Chair, City Manager, City Council, or staff.

## **CONDUCT OF MEETINGS/QUORUM:**

All meetings shall be open to the public. A quorum shall be four members. Recommendations to the City Manger or City Council shall be made in the form of motions, a second and a vote recorded in the minutes. Recommendations to the City Manager or City Council may be presented in writing or in person by the Chair, the Parks and Recreation Director, or Committee Member designated by the Chair.

## **OFFICERS AND DUTIES OF OFFIECERS:**

The Committee shall have a Chair and a Vice-Chair elected from Committee in the spring of the each year. The Chair will serve as spokesperson to present recommendations to the City Manager, and where appropriate, the City Council or otherwise represent the Committee. The Chair will prepare an agenda, convene the meeting and work with the staff to assist in matters of Parks and Recreation as outlined above under Committee Duties. The Chair will provide copies of the agenda to be posted to the Parks and Recreation Director as required by Idaho Code.

## **TERMS OF OFFICE:**

Members will serve 3-year terms. Terms will rotate and Committee members shall be appointed to 1, 2, 3 year terms. Person appointed to fill and unexpired term shall be appointed for the balance of that term. Members may be reappointed. Committee members may have business relationships with the City of McCall, however, on any matter where a conflict of interest, withdraw from debate and abstain from voting on the matter. Chair on the Committee shall have a vote. Members may resign or be removed as outlined in section 1.9.4 of City Code.