

RESOLUTION NO. 666

**A RESOLUTION OF THE CITY OF UNIVERSITY PLACE, WASHINGTON,
ESTABLISHING THE PARKS AND RECREATION COMMISSION, REPEALING AND
RESTATING RESOLUTION NUMBERS 588,593, AND 600**

WHEREAS, on August 4, 1996, the City Council established the Parks and Recreation Commission; and

WHEREAS, the City Council wishes to be clear as to its expectations of the Parks and Recreation Commission and established procedures by resolution for the Commission's activities consistent with the City Council Goals; and

WHEREAS, the City Council adopted a resolution which was followed by numerous resolutions that were repealed or amended; and

WHEREAS, to allow for improved consistency between commissions, clarity of expectations, and ease of administration, the City Council wishes to repeal and restate Resolution Numbers 588, 593, and 600 and replace them with one updated resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF UNIVERSITY PLACE, WASHINGTON, AS FOLLOWS:

Section 1. Repealing and Restating. Resolution Numbers 588,593 and 600 establishing and governing the University Place Parks and Recreation Commission are hereby repealed and restated.

Section 2. Purpose and Mission Statement. The purpose of the Commission is to study and make recommendation to City Council on community-wide parks and recreation issues and the Capital Improvement Plan, actively support the implementation of the adopted Parks, Recreation and Open Space Plan, support and promote a healthy and vital Recreation Program, serve as a liaison to the University Place's Parks and Recreation Friends Groups, advocate for parks and recreation and act as the "eyes and ears" of the City in parks and recreation issues. As directed by City Council support and promote community outreach efforts, fundraising, volunteerism and special events.

Section 3. Membership. There shall be seven (7) members of the Parks and Recreation Commission. Members shall be city residents, except the City Council may appoint one member who may reside outside the city. Members shall immediately forfeit their appointment if they move outside the city limits. In addition, it is desirable, but not mandatory, that Commission members be drawn from throughout the city. It is desirable, but not mandatory, that the Commissioners reflect the diversity and geographic distribution of the citizenry of University Place, as well as the recreational, sports, conservation and cultural interests to the extent possible. It is also desirable that at least one member should come from the senior community and one from the youth population, if possible.

Section 4. Vacancies and Appointments. Appointments to the Commission, whether due to term expiration or resignation, will be by the City Council during a Special Council Meeting and shall follow the commission recruitment and appointment process established by Resolution Number 655, as may be subsequently amended.

Section 5. Term. Commission members shall be appointed to four-year terms which shall expire on January 31. There are no term limits.

Section 6. Removal of Members. Members may be removed by City Council motion. Positions shall be deemed vacated after a member is absent for 4 consecutive unexcused Regular Meetings or absent for more than 50% of the Commission meetings in a calendar year.

Section 7. Meeting Schedule and Public Meetings. The Commission shall meet on the second Thursday of each month at 6:30 p.m. at City Hall. Meetings held on a different date or time shall be considered Special Meetings. Special Meetings will require notice of the meeting to be posted at the Fire Department, Library, City Hall, and faxed to the City's official newspaper. All meetings shall comply with the Open Public Meetings Act and be held in the City (not including training or site visits and field trips originating in the City). No Executive Session shall be noticed or held without the prior knowledge of the City Clerk and City Attorney. The City Clerk is responsible for assuring the posting of Commission meeting notices.

Section 8. Voting. A quorum is necessary to act on any matter before the Commission. Four (4) members of the Commission constitute a quorum. Any recommendation that a majority of the Commission believes should be forwarded to the City Council shall be so forwarded and shall include the minority opinion. All Commissioners present are required to vote. Failure to vote shall be deemed an affirmative vote. Commissioners may submit written comments for the record on an issue that will be voted on in their absence.

Section 9. Expenditures and Staff Support. Members shall serve without compensation. Any expenditure for the Commission shall be within the amounts appropriated for the purposes set by the City Council and approved in advance by the City Manager or Designee. Staff resource and support shall be as provided by the City Council in the Adopted Budget under the City Manager's authority.

Section 10. Organization. The Commission shall elect its own Chairperson and Vice-Chairperson. The Vice-Chairperson shall preside in the absence of the Chairperson. The Chairperson and Vice-Chairperson shall be voting members of the Commission. The Commission shall adopt rules for transaction of business, and shall keep a written record of its meetings, attendance, and recommendations. These records shall be public record and filed with the City Clerk. Sub Commissions and Ad Hoc Commissions shall only be created by City Council motion, through a request to the City Council.

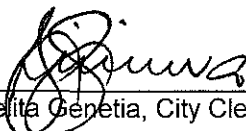
Section 11. Conflict of Interest. Each voting member present shall vote on all questions put to the Commission unless a conflict of interest under state law is present.

Section 12. Effective Date. This resolution shall take effect immediately upon adoption.

ADOPTED BY THE CITY COUNCIL ON DECEMBER 30, 2010.


Debbie Klosowski, Mayor

ATTEST:


Emelita Genetia, City Clerk