



**TOWN OF MOREHEAD CITY
ORDINANCE 2020-R-05**

ESTABLISHING A PARKS AND RECREATION ADVISORY BOARD

WHEREAS, the Town Council, after participating in several meetings with members of the community, has determined that it is in the best interest of the Town of Morehead City to establish a Parks and Recreation Advisory Board for the purpose of receiving community input and advice on the use of parks and recreation facilities and the community's usage of these within the Town. The Advisory Board's focus and vision statement will be focused on five key areas: 1) create recommendations and insight for the Master Plan (Long-Range Planning), 2) consider and make recommendations to the annual budget process during preparation (Budget), 3) make recommendations on facility usage (Use), 4) oversee equality, fairness, and transparency in processes by hearing concerns from the community (Advocacy), and 5) promote communication and engagement in programs (Communication).

NOW THEREFORE, be it ordained, an advisory commission to be known as the Town of Morehead City Parks And Recreation Advisory Board is hereby established and the following shall apply thereto:

PURPOSE. The purpose of the Board is to advise the Town Council (Council) and Manager on parks and recreation matters and issues to include, but not be limited to, town parks and recreation areas, safety matters in town parks and recreation sites and facilities, and recreational activities to take place in such parks and facilities. The Board may also be tasked to work on other issues assigned to it from time to time by the Council or Manager. The Board shall propose principles, goals, and methods, and offer guidance to the Council and Manager on parks and recreation issues and matters.

POWERS AND DUTIES. The Board shall report to the Town Council and shall have the following powers and duties:

- (A) Long-Range Planning. At the direction of the Council and Manager, conduct studies and make recommendations on matters relating to parks and recreation issues, including but not limited to capital outlays, fees and charges, scholarship opportunities, and programs. The Board shall also assist in the planning for development, maintenance, and operation of the Town's parks, playgrounds, and recreational facilities. No later than March of each year, the Board shall prepare, a written report to the Council outlining major actions taken over the past year in parks and recreation, and outline recommended actions and respective departments, Manager and Council should take in the outlying years. This report shall be consulted in the preparation of the budget and Capital Improvement Plan of the Town.

- (B) Use. Provide recommendations for uses of parks and recreation facilities to assure service to the diverse needs of all the Town's users. Make recommendations on the sale or exchange of property no longer required for these purposes.
- (C) Communications. Render assistance to and cooperate with organized groups conducting parks and recreational programs and facilities. All Board reports, recommendations, or requests for actions shall be coordinated, as appropriate, with other Town boards and department heads working through the Manager and Council.
- (D) Budget. Provide recommendations to the Parks and Recreation Director for parks and recreation programs and facilities within the limits of budgets approved by Town council. The Board may encourage, recommend and solicit the donation of money, equipment, and real property to be used for specific parks and recreation projects not funded by the Town or which may require funding in addition to the Town's contribution. Provide feedback to the Parks and Recreation Director on the preparation of the annual budget request for the Parks and Recreation Department.
- (E) Advocacy. Assist the Parks and Recreation Director, the Council and Manager in the resolution of complaints and concerns registered by the Town's citizens, governmental agencies, or other entities.

Because the board is advisory in nature and purpose, neither the Board nor any individual Board member shall make, or have the authority to make, any contractual or financial obligations or arrangements on behalf of, or for, the Town.

COMPOSITION AND TERMS OF OFFICE.

- (A) There shall be nine (9) voting members of the Board, to be appointed by the Council for 3-year staggered terms with three (3) members' terms expiring after serving for one year, three (3) members' terms expiring after service of the second year, and three (3) members' terms expiring after service of the third year. All members shall be eligible to serve three (3) successive terms. All members shall serve without compensation. Any vacancy shall be filled by the Council and any Board members appointed to a vacant seat shall serve until the term of the seat filled was scheduled to end.
- (B) So long as the organization or some successor organization shall exist, one member of the Board must be a member of the group known as "W. S. King Alumni Association."
- (C) So long as the organization or some successor organization shall exist, one member of the Board must be a member of the group known as "Concerned Citizens of Morehead City."
- (D) One member of the Board may reside in the Town's extraterritorial jurisdiction.
- (E) All members must be residents of the Town's planning and zoning jurisdictions.
- (F) The Council shall attempt to appoint members to the Board that represent diverse interests taking into account representation of geographic areas of the Town and extraterritorial

jurisdiction, user communities from high school (Junior or Senior class) to senior citizens, and representation from the Carteret County public-school system staff.

- (G) All interested applicants who wish to serve as a volunteer on the advisory board must submit a completed application to the Town Council for consideration. The Town Council will then take a public vote to select which applicant candidates they wish to appoint to fill the advisory board.
- (H) The Town's Parks and Recreation Director shall be a tenth, non-voting member of the Board and shall serve as the Town's staff liaison.
- (I) The Council may remove a Board member only by taking a public vote. A Board member who misses three (3) consecutive meetings without being excused by the Board shall be considered to have resigned membership in the Board and such vacancy shall be filled by the Council.

OFFICERS AND REGULATIONS. The Board shall annually elect from among its members a Chairperson, a Vice-Chairperson, and a Secretary. The Board shall adopt rules, regulations and by-laws which it deems necessary to accomplish its duties.

ADOPTED, this the 11th day of August 2020.

Gerald A. Jones, Jr., Mayor

ATTEST:

Cathy Campbell, City Clerk