

## CHAPTER 7

### PARKS AND RECREATION COMMISSION

#### SECTION

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**1-701. Intent.** The Parks and Recreation Board shall have control and jurisdiction over all playgrounds, recreation centers, parks, and any lands and lots, heretofore or hereafter devised and bequeathed to the city for park purposes, and shall direct and supervise the operation of such facilities, determine the expenditure of funds for said facilities, promulgate rules and regulations regarding the use of such facilities and programs under the terms and conditions set out more fully hereinbelow.

**1-702. Membership, Tenure, Compensation, and Vacancies.** Pursuant to the provisions of Tennessee Code Annotated there is hereby created a Parks and Recreation Board which shall consist of seven (7) persons, to be appointed by the Mayor to serve for terms of five (5) years or until their successors are appointed, except that three (3) members shall be appointed to a term which shall expire in each of the first three (3) years next succeeding the passage of this ordinance and four (4) members shall be appointed two (2) of whose terms shall expire in the fourth (4<sup>th</sup>) and fifth (5<sup>th</sup>) year next succeeding the initial passage of this ordinance so that one (1) or two (2) members terms expire annually thereafter. The members of such board shall serve without pay. Vacancies on such board occurring otherwise than by expiration of the stated term shall be filled only for the unexpired term, in the same manner in which other appointments are made.

**1-703. Organization.** The Parks and Recreation Board, from its members, shall elect a chairman, vice-chairman, and secretary to serve for a two (2) year term, with the election of officers to be held at the first regular meeting subsequent to the passage of this ordinance and biannually thereafter. Members of the Parks and Recreation Board, and their immediate family members are prohibited from being employed by the City to perform services or to provide products for use at the properties over which the Parks and Recreation Board has jurisdiction. The chairman of the Parks and Recreation Board shall act as spokesperson for the Parks and Recreation Board, unless otherwise directed by the Parks and Recreation Board.

**1-704. Meetings.** The Parks and Recreation Board shall meet monthly on the first (1<sup>st</sup>) Monday at the time and place specified in the previous meeting. The Parks and Recreation Board shall be subject to special or called meetings by the chairman, vice-chairman, request of two (2) members, the city manager, or the Board of Commissioners of the City of Paris. The number of members present to constitute a quorum shall be four (4), provided that a lesser number may convene to set a new date for a meeting.

**1-705. Duties of Officers.** The chairman shall preside at all meetings, sign all official documents approved by the Parks and Recreation Board. The vice-chairman shall perform the duties of the chairman in the absence of the chairman. The secretary shall keep a record of all meetings and shall provide each member a copy of the minutes prior to the next regular meeting of the Parks and Recreation Board. The Parks and Recreation Board shall have the power to create committees to assist the Parks and Recreation Board in its duties and members on any committee so created shall serve for a period of two (2) years, or for such lesser period of time as directed by the chairman, and shall report monthly activity to the Parks and Recreation Board at regular meetings.

**1-706. Committees.** The chairman shall appoint all committees, unless otherwise provided for by special resolution. The chairman shall serve as ex-officio member of all committees and shall be notified of all committee meetings. Special committees shall be appointed for such purposes as the Parks and Recreation Board determines and may be appointed from within or without the membership of the Parks and Recreation Board.

**1-707. Power and Duties.** The Parks and Recreation Board shall formulate plans and goals for the current and future use of parks and recreation facilities in the City of Paris; operate and maintain parks and recreation facilities; provide, establish, maintain, and conduct a supervised recreation system; conduct, apply for, and/or implement fund raising, capital improvement grant and donation programs from the public or private sector; establish liaison with individuals and organizations utilizing park and recreation facilities to coordinate improvements, scheduling, use, maintenance, and expansion of programs and facilities; learn the opinion of the public on the needs of recreation by public hearings, written surveys, or any other method which will obtain opinions from the public regarding preferences for recreational services, programs, and facilities; establish priorities and determine the areas for the expenditure of funds budgeted by the board of capital improvements, maintenance expenses, and recreation programs; and undertake other programs and duties as the City Manager and the Board of Commissioners of the City may require.

**1-708. Creation of Budget and Expenditure of Funds.** The Parks and Recreation Board shall prepare and submit a budget to the Board of Commissioners as requested by the City Manager for consideration by the Board of Commissioners showing estimates of revenues and expenditures for each fiscal year of the City of Paris in the manner and form required of all other city budgets. The Parks and Recreation Board may request such funding from the Board of Commissioners for the Parks and Recreation Board annual budget as the Parks and Recreation Board members may deem necessary. In addition, Parks and Recreation Board may accept funds from rentals, donations, charges for use of facilities, or any gift or bequest of money or other real or personal property to be applied, either principal or income, for either temporary or permanent use for recreation purposes, provided, however, if the acceptance for such purpose will subject the municipality to additional expense for improvement, maintenance, or renewal, the acceptance shall be subject to the approval of the Board of Commissioners of the City of Paris. All funds obtained from any source shall be exclusively expended and applied under the direction and control of the Parks and Recreation Board for the purposes of this chapter. All funds received from whatever source shall be deposited with the Finance Director of the City of Paris to the account of the Parks and Recreation Board, and be reflected in the budget of the Parks and Recreation Board, and may be withdrawn and paid out in the same manner as other funds of the City of Paris.

**1-709. Parks Rules and Regulations.** The Parks and Recreation Board is empowered to make, alter, amend, or repeal rules and regulations for the protection, regulation, and control of parks, playgrounds, recreation centers, and other property under their control. No rules or regulations adopted shall be contrary to or inconsistent with the laws of the State of Tennessee or the ordinances of the City of Paris. Such rules and regulations shall be enforced by local law enforcement officials. Any rules and regulations adopted by the Board shall not take effect until ten (10) days after their adoption, after their publication once a week for two (2) weeks

in a newspaper of general circulation in the City of Paris and the County of Henry, and after a copy thereof has been posted near each gate or principal entrance to the facility to which they apply. All rules, after being so adopted and after notice is given, shall be subject to enforcement by a fine of not more than \$50.00 for each violation to be levied against any person found guilty of violating such rules and regulations. Copies of rules and regulations subject to enforcement must be available for public inspection or review at the principal office of the facility to which they apply and at the business office of the City of Paris.

**1-710. Restrictions on Powers.** The Parks and Recreation Board shall coordinate with the Park Maintenance Superintendent, Recreation Director, and the City Manager of the City of Paris with regard to all work to be performed by City employees. The Parks and Recreation Board shall not be responsible for the immediate supervision of City employees, the hiring or dismissal of City employees, or the timing and manner of work performed by City employees. The City Manager and/or the City Commission shall have the authority to abrogate, modify, or amend any decision of the Parks and Recreation Board (Ord. #792, 04/02/92).