

**CITY OF SNOHOMISH  
Snohomish, Washington**

**ORDINANCE NO. 1895**

**AN ORDINANCE OF THE CITY OF SNOHOMISH, WASHINGTON  
ESTABLISHING THE PARK AND RECREATION BOARD AND  
DEFINING THE DUTIES THEREOF AND REPEALING ORDINANCE  
NO. 529, AND 1164, AS CODIFIED IN SMC CHAPTER 2.12 RELATING  
TO THE PARK AND RECREATION BOARD.**

**WHEREAS**, the Snohomish City Council has determined that is necessary to periodically review the function of its Advisory Boards; and

**WHEREAS**, the Park and Recreation Board is scheduled for review in July 1999; and

**WHEREAS**, the Snohomish City Council finds it is necessary to reestablish and redefine the purpose, qualifications, terms, and duties of the Park and Recreation Board,

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SNOHOMISH, WASHINGTON DO ORDAIN AS FOLLOWS;

**Section 1:** Ordinance 529 and Ordinance 1164 as codified in Chapter 2.12 of the Snohomish Municipal Code are hereby repealed for the reason that they are replaced by this ordinance.

**Section 2:** A new Chapter 2.12 of the Snohomish Municipal code is hereby adopted which shall read as follows:

**Chapter 2.12**

**Parks and Recreation Board**

**Sections:**

- 2.12.010 Created.
- 2.12.020 Appointment – Terms – Vacancy – Compensation - Qualifications.
- 2.12.030 Purpose - Duties of Board.
- 2.12.040 Rules, Election of Officers, Records and Expenses.
- 2.12.050 Removal

**2.12.010 Created.** There is created a Parks and Recreation Board consisting of five members to serve in an advisory capacity to the Snohomish City Council.

**2.12.020 Appointment - Terms – Vacancy – Compensation - Qualifications.**

- A. The members of the Park and Recreation Board shall be appointed by the Mayor, subject to confirmation by the City Council to three year terms consistent with the requirements of SMC 2.06.030 and 2.06.035. Appointments made to fill vacancies caused by any reason shall be for the remainder of the unexpired term.
- B. Members shall serve without compensation.
- C. In addition, in making appointments to the Board, the appointing authority shall seek to appoint persons who are knowledgeable in matters of Parks and Recreation and who possess qualities of impartiality and broad judgment, and an ability to reconcile conflicting viewpoints. Desired qualifications for Board members include an expertise in the fields of parks, sports, recreation programs and environmental preservation.
- D. The Mayor shall strive to maintain a diverse representation of membership.

**2.16.030 Purpose – Duties of the Board.**

- A. The Park and Recreation Board shall advise and recommend to the Snohomish City Council rules and regulations for the government and management of all parks and shall advise the appointing power on policy and fiscal matters relating to parks and recreation programs within the City of Snohomish.
- B. The Park and Recreation Board shall serve on the Hal Moe Pool Advisory Board.
- C. The Park and Recreation Board shall write an annual report to the City Council on its activities for the previous year and make special reports as necessary in response to specific Council requests.

**2.12.040 Rules, Election of Officers, Records, and Expenses.**

- A. The Board may adopt rules and regulations for the conduct of its business, subject to the approval of the City Council. A majority of the membership shall constitute a quorum for the purpose of transacting business. Action by the Board shall be by majority vote. A tie vote on a motion to approve shall constitute a failure of the motion.
- B. The Park and Recreation Board shall elect a chairman and such other officers as it may deem necessary. Such officers shall occupy their respective offices for a period of one year.
- C. The Support Services Director, or his duly authorized representative, shall serve as executive secretary of the Board, and shall be responsible for all records. All meetings of the Board shall be open to the public. The Board shall keep minutes of its proceedings and such minutes and a copy of its rules shall be kept on file in the office of the City Clerk and open to inspection by the public. The City shall provide the Board with necessary administrative support and expense budget as needed to perform the function described by this chapter.

D. No member of the Park and Recreation Board shall participate in discussion or vote on any matter involving any client he or she is serving or any business for which he or she is owner, corporate officer or employee.

**2.12.050 Removal.** Park and Recreation Board members may be removed after public hearing by the Mayor with the approval of the City Council for inefficiency, neglect of duty, or malfeasance in office.

PASSED by the City Council and APPROVED by the Mayor this 7<sup>th</sup> day of September 1999.

CITY OF SNOHOMISH

By \_\_\_\_\_  
Jeff Soth, Mayor

ATTEST:

By \_\_\_\_\_  
Molly Linville, City Clerk

APPROVED AS TO FORM:

By \_\_\_\_\_  
Grant Weed, City Attorney

Date of Publication: \_\_\_\_\_

Effective Date (5 days after publication): \_\_\_\_\_