

**CITY OF SNOHOMISH
Snohomish, Washington**

ORDINANCE 2334

AN ORDINANCE OF THE CITY OF SNOHOMISH, WASHINGTON AMENDING SNOHOMISH MUNICIPAL CODE (“SMC”) CHAPTER 2.12 ENTITLED “PARKS AND RECREATION BOARD”; PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City has Administration and Personnel Regulations pertaining to the Parks and Recreation Board, which are set forth in SMC Chapter 2.12; and

WHEREAS, the City Parks staff proposed revisions to SMC Chapter 2.12 and the Parks and Recreation Board has reviewed and recommended that the City Council adopt the proposed revisions; and

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

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

Section 1: SMC Chapter 2.12 is hereby amended to read as follows:

**Chapter 2.12
Park 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 Park 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 Park 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 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 Mayor or his/her 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 functions 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.

Section 2. Severability. If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction,

such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

Section 3. Effective Date. This ordinance shall take effect five days after the date of its publication by summary and passage.

ADOPTED by the City Council and **APPROVED** by the Mayor this 3rd day of April, 2018.

CITY OF SNOHOMISH

By John T. Kartak
John T. Kartak, Mayor

ATTEST:

By Pat Adams
Pat Adams, City Clerk

APPROVED AS TO FORM:

By Grant K. Weed
Grant K. Weed, City Attorney

Date of Publication: 4-7-18
Effective Date: 4-12-18