

## TITLE 20

### MISCELLANEOUS

#### CHAPTER

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#### CHAPTER 1

### MUNICIPAL RECREATION SYSTEM

#### SECTION

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**20-101. Membership of the board.** The board of park and recreation commissioners shall be composed of five (5) members. One member shall be a member of the board of mayor and aldermen and shall hold office during the term of the board of mayor and aldermen. This member shall be the chairman of the board of park and recreation commissioners. The remaining four (4) members shall be citizens of the town elected by the board of mayor and aldermen. These four (4) members shall serve staggered terms of one (1), two (2), three (3), and four (4) years from and after January 1, 1984, and at the expiration of each term. Each term thereafter shall be for a period of four years. Each member, of said board of park and recreation commissioners shall have one vote. Board members shall be residents of the Town of Rogersville. (Ord. #11-11-03-1, Jan. 2004)

**20-102. Removal and vacancies.** (1) The mayor may, by and with the consent of the board of mayor and aldermen, remove any member of the park and recreation board for misconduct or neglect of duty (as defined by the board of mayor and aldermen).

(2) Vacancies occasioned by removal, resignation, or otherwise shall be reported to the board of mayor and aldermen, and shall be filled in a like manner as original appointments, except that the term of office is restricted to the unexpired term of office in which a vacancy occurred. (Ord. #11-11-03-1, Jan. 2004)

**20-103. Meetings of the board.** (1) Regular meetings shall be held one (1) time each month during the year unless otherwise agreed upon by the board. The date and time of these meetings shall be established by the board at the July organizational meeting, but may be changed from time to time by majority vote of the board. Special meetings may be called by the chairman or park director, or by written request of at least two members.

(2) The first regular meeting in July of each year shall be called the organizational meeting. The purpose of this meeting shall be the election and installation of the vice-chairman, the presentation of the annual report, reviewing the inventory report, and other business that may need to come before the meeting.

(3) Meetings shall be conducted in accordance with Roberts Rules of Order, Revised.

(4) Four (4) members of the board shall constitute a quorum for the purposes of lawfully conducting business.

(5) The following shall be the order of business of the Park and Recreation Board but the Rules of Order may be suspended and any matters considered or postponed by action of the Board.

(a) Call to order.

(b) Roll call.

(c) Consideration of minutes of last regular meeting and of any special meetings held subsequently and their approval or amendment.

(d) Reports and discussion of department head.

(e) Unfinished business and new business.

(f) Adjournment. (1986 Code, § 1-804)

**20-104. Duties and responsibilities of the board.** (1) The Board shall have the following general duties and responsibilities:

(a) Be responsible for the hiring (subject to the approval of the board of mayor and aldermen) and supervision of the superintendent of parks and recreation and the general oversight of the municipal recreation system.

(b) Determine the recreation and park programs of the department to be provided to the community and interpret the needs and desires of the community for such programs.

(c) Periodically evaluate:

(i) The effectiveness of recreation programs;

(ii) The level of maintenance of park areas;

(iii) The work of employees responsible to the board.

(d) Aid in coordinating the recreation services and programs of other agencies, both public and private, providing recreation in the community.

(e) Accept or reject, after due consideration, all private donations in any form in accordance with that which the board believes is in the best interest of the citizens of the Town of Rogersville.

(2) The board shall have the following financial duties and responsibilities:

(a) The board shall prepare and present to the board of mayor and aldermen, for approval, an annual budget sufficient to finance the program of recreation and parks as the board feels is necessary for the welfare of the residents of the Town of Rogersville. The budget shall be submitted to the board of mayor and aldermen at the time designated by the board of mayor and aldermen to hear budget requests.

(b) The board shall annually recommend to the board of mayor and aldermen a budget for capital improvements (acquisition and development) for parks and recreation for the town, and request an allocation from the general fund sufficient to provide for these needs as planned.

(c) The board shall have exclusive control of the expenditures of all moneys collected and approved for deposit to the park fund by the board of mayor and aldermen. (Ord. #11-11-03-1, Jan. 2004)

**20-105. Duties of officers of the board.** (1) The chairman shall preside at all meetings of the board. The chairman shall appoint all committees, represent the board at public affairs, and shall maintain the dignity and efficiency of the board in all possible ways. He shall perform the other duties ordinarily performed by that office.

(2) The chairman of the board shall present to the board of mayor and aldermen an annual report. This report shall be presented at the first board of mayor and aldermen meeting of July of each year, and shall consist of:

(a) The condition of their trust as of the first day of July that year.

(b) The various sums of money received by the park and recreation fund, and any other sources.

(c) The sums of money expended by the board and for what purposes.

(d) The results of an annual audit for the income and expenses of the park board funds, performed by a certified public accountant.

(e) All portions of this report relating to the receipt and expenditure of money shall be verified by affidavits.

(3) The vice-chairman of the board in the absence of the chairman shall perform all the duties of the chairman. In absence of both the chairman and the vice-chairman, the board shall elect a temporary chairman pro tempore who shall perform the duties of the chairman. The vice-chairman shall be charged with the responsibility to see that all standing and temporary committees function as planned by the board. (1986 Code, § 1-806)

**20-106. Regulatory authority of the board.** The board of parks and recreation commissioners shall have the authority to establish rules and regulations for any recreation area owned and/or operated by the town. Pursuant to this regulatory authority the board may establish hours of operation and curfew of said recreation areas as well as rules of behavior within said areas. These rules and regulations shall be posted in a public place on the recreation area. Violation of any such rules and regulations shall be punishable by a fine not to exceed fifty dollars (\$50.00) and shall be tried pursuant to the provisions of title 1, chapter 5 of this code. (1986 Code, § 1-807)

**20-107. Superintendent of parks and recreation.** (1) There is hereby created the office of the superintendent of parks and recreation. The superintendent shall be appointed by the board of park and recreation commissioners with and subject to the approval of the board of mayor and aldermen. The term of employment of the superintendent shall be at the will of the board of commissioners.

(2) The superintendent of parks and recreation shall have the following duties and responsibilities:

(a) General oversight and administration of the municipal recreation system subject to the oversight of the board of commissioners.

(b) Carrying out the mandate of the board of park and recreation commissioners pursuant to their authority as heretofore set out in this chapter.

(c) Supervise and direct the activities of all employees of the municipal recreation system.

(d) Formulate plans for the development of programs of the municipal recreation system to be considered by the board of commissioners.

(3) The board of mayor and aldermen shall consider, as the primary qualification, the training and education of applicants for the position of superintendent of parks and recreation, in their deliberations prior to the appointment of the superintendent. (Ord. #11-11-03-1, Jan. 2004)

**CHAPTER 2**

**PUBLIC SCHOOLS**

**SECTION**

20-201. Tuition fees for non-resident students.

**20-201. Tuition fees for non-resident students.** The board of education is authorized and empowered to charge an annual tuition fee to students attending municipal schools and residing outside the corporate limits. This fee shall be an amount determined by the board of education. (1986 Code, § 1-701)