

TITLE 2**BOARDS AND COMMISSIONS, ETC.****CHAPTER****1. PARK COMMISSION.****CHAPTER 1****PARK COMMISSION****SECTION**

2-101. Creation; membership.

2-102. Removal of members; vacancies.

2-103. Officers; meetings.

2-104. Powers and duties; subject to the control and direction of the board.

2-101. Creation; membership. There is hereby established a recreation advisory committee, hereinafter referred to as the park commission. The commission shall consist of five (5) members, all of whom shall be from the City of Bradford and the surrounding community. The board of mayor and aldermen shall appoint the members of the commission, each of whom shall serve for a term of three (3) years. Each member of the first committee shall be appointed for such terms that the term of one member shall expire annually thereafter. Commission members shall serve without compensation and at the pleasure of the board. The recreation director shall sit with the commission, participate in the deliberation of the commission and serve as secretary of the commission, but shall have no vote. (2005 Code, § 2-101)

2-102. Removal of members; vacancies. Members of the commission may be removed by a majority vote of the board, or because of having accumulated three (3) or more consecutive unexcused absences from commission meetings. Any vacancy occurring in the membership of the commission shall be filled by the board for the remainder of the term of office of the commission member whose resignation, death, or removal caused the vacancy. Said appointment is to be made within thirty (30) days after formal notification to the board that a vacancy or cause of removal exists. (2005 Code, § 2-102)

2-103. Officers; meetings. 1. The commission shall, from its own membership, elect a director, vice director, chairman, and such other officers as it may deem necessary to properly perform the functions of the commission. Such officers shall serve for three (3) years or until their successors have been elected.

(a) The director shall prepare an agenda for each meeting and shall consult with the chairman of the commission regarding the agenda.

(b) The minimum number of commission members in attendance which shall constitute a quorum, and shall permit a declaration that an official meeting is in session, shall be three (3) members.

(c) Minutes shall be kept during all meetings with copies to be distributed to the board, and the original copy to be placed in the files of the recreation department at city hall.

2. In performance of its duties set forth in this chapter, the commission shall hold at least one (1) regular meeting each quarter. Special meetings may be called by the commission chairman or the recreation director upon reasonable prior notification of all commission members. All meetings shall be held in a city-owned building and shall be open to the public. (2005 Code, § 2-103)

2-104. Powers and duties; subject to the control and direction of the board.

1. The commission shall act in an advisory capacity only (non-administrative) to the recreation department, serving as representatives of the citizenry and adjuncts of the commission, in all non-budgetary matters pertaining to the recreation facilities and programs of the city. Such advisory duties shall include the recommendation of new recreational site locations, improvements, and operational personnel, recreational program content, rules, regulations, schedules, and similar controls pertaining to usage of public recreational facilities of the city, and shall be made by way of the appropriate recreation department and the mayor to the board.

2. The commission may solicit, and acquire, on behalf of the city, by gift or donation, any property for public recreation, provided that the solicitation of the donation of real property shall have the prior concurrence of the board. Any gifts or donations acquired, except real property, shall be transferred to the appropriate recreation department and shall become the property of the city. Any tentative donation of real property shall be processed in the normal manner for acquiring city property and, if accepted, title thereto shall be taken in the name of the city.

3. The commission shall keep records and accounts of all activities of the commission and shall make reports through the recreation director to the board whenever requested to do so.

4. In exercising its powers and performing its duties as specified in this chapter the commission shall act through a majority of its members and the director of the commission is requested to sign all papers and documents requiring the signature of the recreation commission.

5. No member of the commission shall participate in the decision of any matter coming before the commission in which such member has a monetary interest either directly or indirectly.

6. Nothing in this chapter shall be construed as authorizing or empowering the recreation commission or any of its members to impose any liability of any nature, financial or otherwise, upon the city. (2005 Code, § 2-104)