

ORDINANCE NO. 709, AMENDS COLONIAL BEACH TOWN CODE, CHAPTER 2, BY ADDING ARTICLE XI – COLONIAL BEACH PARKS AND RECREATION ADVISORY COMMISSION

WHEREAS, the Colonial Beach Town Council desires to establish an advisory commission of Parks and Recreation, which shall be known as Colonial Beach Parks and Recreation Advisory Commission

WHEREAS, the commission shall serve as an advisory body to the Director of Parks and Recreation and Town Council to advise and recommend development of policies, funding and programs to serve the recreational needs and enrichment of the citizens.

NOW, THEREFORE, BE IT ORDAINED, that the Town Council, meeting in regular session on Wednesday October 21, 2020, hereby amends the Colonial Beach Town Code with the addition of Chapter 2, Article XI-COLONIAL BEACH PARKS AND RECREATION ADVISORY COMMISSION, in accordance with the attached draft of such article

Upon motion made by Mr. Leamon and seconded by Mr. Alger, Ordinance No. 709, as written, passed with a unanimous vote of council members present

	<u>Aye</u>	<u>Nay</u>		<u>Aye</u>	<u>Nay</u>
<i>Blunt</i>	X		<i>Leamon</i>	X	
<i>Alger</i>	X		<i>Roberson</i>	X	
<i>Cirbee</i>	X		<i>Schick</i>	X	
<i>Eye</i>	X				

THIS IS TO CERTIFY THIS IS A TRUE COPY OF AN ORIGINAL ORDINANCE, adopted by the Town Council at a Meeting of Council held Wednesday, October 21, 2020 at the Colonial Beach Town Center, with a quorum of Council being present.

Heather Oliver, Town Clerk

ARTICLE XI- COLONIAL BEACH PARKS AND RECREATION ADVISORY COMMISSION

Section 2-130 Establishment of the Colonial Beach Parks and Recreation Advisory Commission: purpose

The Colonial Beach Parks and Recreation Advisory Commission is hereby established to advise and recommend development of policies, funding and programs to serve the recreational needs and enrichment of the citizens.

Section 2-131 Membership

The Commission shall be composed of five (5) members, appointed by the Town Council. All members shall serve without monetary compensation. Members serve at pleasure of Town Council and may be removed at any time by Town Council.

Section 2-132 Terms of Office

The first three (3) members of the commission shall be appointed for an initial two (2) year term. The remaining two (2) members of the commission shall be appointed for an initial one (1) year term. After the expiration of the initial terms, all members shall be appointed for two (2) year terms. The Town Council shall fill any vacancies through appointment. Any person appointed to fill a vacancy shall serve for the remainder of the un-expired term.

Section 2-133 Duties and Powers of the Commission

The Commission has a duty to serve as a liaison between the Town Council, Department of Parks and Recreation and the Town of Colonial Beach citizens to make recommendations on the development of policies, funding and programs to serve the recreational needs and enrichment of the citizens.

Section 2-134 Officers

The commission shall have three (3) officers: a Chairperson, Vice Chairperson and a Secretary. The Commission shall elect the Chairperson and Vice Chairperson and elect or appoint the Secretary at the first meeting of the calendar year. All officers shall serve one (1) year terms.

Section 2-135 Duties and Powers of Officers

The Chairperson shall preside at all meetings and work closely with the Director of Parks and Recreation. The Vice Chairperson shall perform the duties of the Chairperson in the Chairperson's absence or incapacity. The Secretary shall keep all records of the Commission and minutes from the monthly meetings.

Section 2-136 Meetings, Quorum and Minutes

Meetings shall be held as determined by the majority or quorum of members. Meetings may be conducted in accordance with Robert's Rules of Order. Special meetings may be called by the Chairperson, or by written request of two (2) members of the Commission. No action of the Commission shall be valid unless authorized by the vote of the majority of members present.

Minutes of meetings shall be kept and the Commission shall adhere to all requirements of the Virginia Freedom of Information Act, § 2.2-3700, et seq. of the Virginia Code (1950) as amended. Copies of all minutes shall be signed by the Chairperson and the person designated by the Commission to take minutes and shall be forwarded to the Town Clerk within twenty (20) days following each meeting.

Section 2-137 Authority over Contributions

The Commission shall have authority, on behalf of the Town, to solicit private contributions, gifts, bequests and other donations of funds to a Colonial Beach Parks and Recreation fund. All donations shall be deposited with the Town for the exclusive use of the Town and at the direction of the Town Council.

Section 2-138 Advisors

The Commission may seek experts to serve as pro bono advisors to the Commission.

Section 2-139 Bylaws

The Commission shall accept Bylaws, and any Bylaws may be amended by vote of a majority of the Commission voting on the question at the meeting where a quorum is present. Initial Bylaws and all proposed amendments to the Bylaws shall be provided to the Town Council prior to approval and shall be approved by Town Council.

Section 2-140 Annual Meeting

An annual organizational meeting shall be held at the first meeting of each year to elect officers for the coming year.

Chairperson

Date