

TOWN OF SAN ANSELMO

ORDINANCE NO. 862

AN ORDINANCE OF THE TOWN OF SAN ANSELMO AMENDING CHAPTER  
2 OF TITLE 11 OF THE SAN ANSELMO MUNICIPAL CODE - RECREATION  
AND PARKS COMMISSION

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The San Anselmo Town Council does ordain as follows:

Section 1. Chapter 2 of Title 11 of the San Anselmo Municipal Code is hereby repealed.

Section 2. A new Chapter 2 of Title 11 is hereby added to the San Anselmo Municipal Code to read as follows:

CHAPTER 2. PARKS AND RECREATION COMMISSION

Sec. 11-2.01. Created and established.

There hereby is created and established a Parks and Recreation Commission for the Town that hereby is named the "San Anselmo Parks and Recreation Commission."

Sec. 11-2.02. Membership

The Parks and Recreation Commission shall consist of five (5) members to be appointed by a majority vote of the Town Council. Two of the five members of the Commission shall be nominated by the Ross Valley Elementary School Board. Provided that all six active Commissioners as of the effective date of this ordinance will remain active until the next vacancy, however, it should occur, after which the Commission shall be comprised of five members.

Sec. 11-2.03. Ex officio members.

The Town Administrator and the Superintendent of the Ross Valley Elementary School District shall be ex officio members of the Parks and Recreation Commission with the right to attend all meetings of the Commission and to speak on any subject, but they shall not have the power to vote.

Sec. 11-2.04. Terms of Office.

The terms of office of the members of the Parks and Recreation Commission shall be four years, with three appointed during the first even-numbered year of any four-year cycle, and the other two appointed at the second even-numbered year of that same four-year cycle. The terms of office shall expire on July 15, respectively, except that each member of the Commission shall serve until his/her successor is appointed and qualified.

Sec. 11-2.05. Removal of Members.

The Town Council may remove any member from the Parks and Recreation Commission at any time without cause by a majority vote of the Council.

Sec. 11-2.06. Vacancies.

Unexcused absence from two consecutive meetings shall constitute a resignation from the Parks and Recreation Commission. If a vacancy shall occur, however it shall

occur, other than by expiration of term, the vacancy shall be filled by appointment by the Town Council for the unexpired portion of the term.

Sec. 11-2.07. Organization

Parks and Recreation Commissioners shall elect their own officers for terms that they deem appropriate, and shall direct their operations as they deem appropriate.

Sec. 11-2.08. Meetings

The Parks and Recreation Commission shall meet regularly on a schedule to be determined by the full Commission. Special meetings of the Commission may be called by the Chairperson or shall be called by the Chairperson upon written request of any two members of the Commission. Written notice of all special meetings shall be mailed to each member at his/her last known address, according to the records of the Commission, not less than 24 hours prior to such meeting. Such notice of special meeting shall specify the time and place when the meeting shall be held. All meetings of the Commission may be held in the Council Chambers of Town Hall or at any place selected by vote of the members of the Commission. A quorum for all meeting shall consist of three members of the Commission.

Se. 11-2.09. Powers and Duties.

The Parks and Recreation Commission shall have the following powers

- a). To serve in an advisory capacity to the Council, Town Administrator and the Director of Public Works in regard to parks and recreation matters, on all such matters pertaining to public recreation, including the management, conduct and care of the parks and playgrounds in the Town, and, in general, to study the needs of the Town and the means of meeting such needs in connection with all such matters pertaining to public recreation;
- b). To serve as the liasion agency, the oversight committee and the input for public information concerning the Town's dealings with Pro-Rec, or any successor contracting agency providing recreation services in the Town of San Anselmo and shall have the authority to make recommendations to the Town Council about those dealings;
- c) To counsel with the Pro Rec Director and the Town Administrator in connection with the preparation of the annual budget and the annual program for the recreation program and for the parks maintenance program, making recommendations with respect thereto to the Town Administrator and to the Town Council.
- d). To assist in the planning of a recreation program for the inhabitants of the Town and to promote and stimulate public interest therein, and to that end, to solicit to the fullest possible extent the cooperation of special authorities and other public and private agencies interested therein;

e) To consider and make recommendations to the Town Council or Town Administrator upon any communication on park and/or recreation matters coming from any source outside the Town structure or Pro Rec, or successor contracting agency, especially if such suggestions involve matters of general policy.


f) To report fully, through the Town Council, to the public all of the activities of the recreation program and the parks program at least once a year and at such other times as may be requested by the Town Council. Such a report is to include the results of an on-going study of the present and future needs of the Town with respect to recreation programs and park facilities and include recommendations to the Town Council and to the Town Administrator concerning the same; and

g) To review the annual budget for recreation and parks services, making a recommendation on this proposed budget to the Town Council prior to the Council's annual hearings on the proposed budget.

Sec. 11-2.10. Joint recreational system authorized.


The Council hereby designates the San Anselmo Parks and Recreation Commission to exercise the powers granted by Education Code Section 10905, and to carry out the purposes of said Section. It is provided, however, that any agreement entered into with any school district shall be approved and executed pursuant to a resolution of the Town Council.

Dated: October 23, 1984



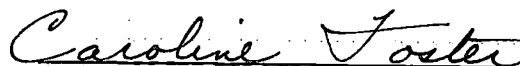
PIETER TOAL, Mayor

ATTEST:

  
CAROLINE FOSTER, Town Clerk

The foregoing ordinance was read and introduced at a regular meeting of the San Anselmo Town Council held on October 9, 1984 and was thereafter at a regular meeting held on October 23, 1984, duly passed and adopted by the following vote:

AYES: Councilmembers Wooliever, Capurro, Cordingley, Ollinger, Toal  
NOES: None  
ABSENT: None



CAROLINE FOSTER, Town Clerk