

## Chapter 2.40

### PARKS AND RECREATION COMMISSION

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#### Sections:

**2.40.010 Parks and recreation commission--Established.**

**2.40.015 Purpose.**

**2.40.020 Members.**

**2.40.030 Regular meetings.**

**2.40.040 Absence from meetings.**

**2.40.050 Organization and records.**

**2.40.060 Duties of members.**

**2.40.070 Compensation and expenses.**

#### **2.40.010 Parks and recreation commission--Established.**

There is established a parks and recreation commission. The parks and recreation commission may be known as and referred to as the "Murrieta Parks and Recreation Commission," or as the "Parks and Recreation Commission." (Ord. 495 § 1, 2014; Ord. 194 § 2, 1998; Ord. 25 § 1 (part), 1991; Ord. 3 § 1 (part), 1991; prior code § 2.20.010)

#### **2.40.015 Purpose.**

The purpose of the Parks and Recreation Commission is to act in an advisory capacity to the city council and the community services director in all matters pertaining to the community services district through the development and implementation of human services, comprehensive recreation programs, parks, and recreation facilities to meet the needs of all the residents within the city. (Ord. 495, 2014; Ord. 421 § 1, 2009)

#### **2.40.020 Members.**

A. The parks and recreation commission shall consist of six (6) members plus up to two alternate members, each of whom shall be appointed by the city council. The membership is to be composed of five (5) members from the community at large, one (1) youth member, and up to two (2) alternates.

B. Appointments shall be for four-year terms, except the youth member, and implemented pursuant to Chapter 2.32 of the Murrieta Municipal Code.

C. The alternate commissioner(s) will be selected by the full city council and membership status is in accordance with Chapter 2.32 of the Murrieta Municipal Code.

D. The youth member shall be a person regularly enrolled in grades 9 -12 of a public or private school operating within the city and shall be appointed by the youth advisory committee, which is under the auspices of the parks and recreation commission. In the event that the youth advisory committee shall fail to appoint the youth member, the city council or its designee shall appoint the youth member. The requirements of Section 2.32.010.D. of this code shall not apply to the youth member. The youth member shall be a non-voting member, and the term of office is one (1) year. (Ord. 531 § 1, 2018; Ord. 495, 2014; Ord. 476-23 § 1, 2012; Ord. 421 § 2, 2009; Ord. 210 § 2, 1999; Ord. 194 § 2, 1998; Ord. 120 § 1, 1994; Ord. 25 § 1 (part), 1991; Ord. 3 § 1 (part), 1991; prior code § 2.20.015)

#### **2.40.030 Regular meetings.**

The Parks and Recreation Commission shall hold at least one regular meeting every other month at such time and place as designated in the rules and regulations of the commission. Regular meetings may be adjourned by public announcement to a specified date, time and place, and any such adjourned meeting shall be deemed a regular meeting. All meetings shall be open to the public. A majority of the members shall constitute a quorum. (Ord. 495 § 2, 2014; Ord. 194 § 2, 1998; Ord. 25 § 1 (part), 1991; Ord. 3 § 1 (part), 1991; prior code § 2.20.020)

#### **2.40.040 Absence from meetings.**

Absences are addressed in Section 2.32.020.B. of the Murrieta Municipal Code.

(Ord. 531 § 2, 2018; Ord. 25 § 1 (part), 1991; Ord. 3 § 1 (part), 1991; prior code § 2.20.025)

#### **2.40.050 Organization and records.**

The parks and recreation commission shall elect a chair and vice-chair from among its members at its first regular meeting in February of each year. The commission shall adopt rules and regulations for the transaction of its business and shall cause proper records to be kept of all its official acts and proceedings including minutes, resolutions, actions, findings and

determinations. Minutes, resolutions and recommendations shall be filed with the city clerk with copies to the city manager who shall cause appropriate reports to be made to the city council.

(Ord. 531 § 3, 2018; Ord. 495, 2014; Ord. 194 § 2, 1998; Ord. 25 § 1 (part), 1991; Ord. 3 § 1 (part), 1991: prior code § 2.20.030)

#### **2.40.060 Duties of members.**

The Parks and Recreation Commission shall have the following duties:

- A. Act in an advisory capacity to the city council, and the director of parks and recreation in all matters pertaining to parks and public recreation and to cooperate with other governmental agencies and civic groups in the advancement of sound park and recreation planning and programming;
- B. Formulate general policies on recreation services for approval by the city council;
- C. Advise with the director of parks and recreation on development of recreation areas, facilities, programs and improved recreation services;
- D. Recommend the adoption of standards on organization, personnel, areas and facilities, programs and financial support;
- E. Make periodic inventories of recreation services that exist or may be needed and interpret the needs of the public to the city council, and to the director of parks and recreation;
- F. Aid in coordinating the recreation services with the programs of other governmental agencies and voluntary organizations;
- G. Interpret the policies and functions of the parks and recreation department to the public;
- H. Advise the director of parks and recreation in the preparation of the annual budget of the department and a long-range recreation capital improvement program;
- I. Environmental enhancement and beautification, including design review for aesthetic evaluation of landscaped median improvement projects within the public right-of-way. (Ord. 495, 2014; Ord. 210 § 1, 1999; Ord. 25 § 1 (part), 1991; Ord. 3 § 1 (part), 1991: prior code § 2.20.035)

#### **2.40.070 Compensation and expenses.**

All members of the Parks and Recreation Commission shall serve without compensation. The city council may from time to time authorize, in advance, expenditures for attendance at seminars, institutes, or other meetings which the city council finds to be beneficial to the members in the performance of their duties and in the best interests of the city. Claims for such expenses shall be filed with the finance director and are subject to audit and approval by the city council. (Ord. 495, 2014; Ord. 194 § 2, 1998; Ord. 25 § 1 (part), 1991; Ord. 3 § 1 (part), 1991: prior code § 2.20.040)