

ORDINANCE NO. 725

AN ORDINANCE AMENDING STAYTON MUNICIPAL CODE SECTION 2.28, "PARKS AND RECREATION BOARD," SUBSECTION 2.28.770, "FUNCTIONS AND RESPONSIBILITIES"; AND SECTION 2.34, "STAYTON STREET COMMITTEE".

WHEREAS, the Stayton City Council has established the Stayton Parks and Recreation Board to advise the city council in such matters as the maintenance and development of the city's parks and recreation sites; and

WHEREAS, the Stayton City Council has established the "Stayton Street Committee" to advise the city council in such matters as the maintenance and development of the city's streets and transportation needs; and

WHEREAS it is the conclusion of the Stayton City Council that duties of the Parks and Recreation Board and the Stayton Street Committee with respect to the development and maintenance of bikeways and pedestrian ways should be specifically appointed and clarified; and

WHEREAS, since the responsibilities and duties of the Stayton Street Committee include such matters as bikeways and pedestrian ways along city streets, changing the name to the "Stayton Transportation Committee" will be more representative of those duties and responsibilities;

NOW, THEREFORE, THE STAYTON CITY COUNCIL HEREBY ORDAINS AS FOLLOWS:

SECTION 1: That Stayton Municipal Code Section 2.28., "Parks and Recreation Board," subsection 2.28.770, "Functions and Responsibilities," is hereby amended to read:

2.28.770                      FUNCTIONS AND RESPONSIBILITIES

1.     General Functions of the Board
  - a.     To define the objectives of public recreation services and make plans and general policies in accordance with them;
  - b.     To maintain the highest quality and standards of recreational service;
  - c.     To interpret the importance and need of recreation services;
  - d.     To keep public officials informed of the status and progress of recreation services;
  - e.     To advise in the selection of the director and in the definition of the director's duties and responsibilities;
  - f.     To recommend a sound fiscal plan to achieve park and recreation goals;
  - g.     To recommend an adequate system of park and recreation areas and facilities;

- h. To assist in providing stability and continuity to general operations;
  - i. To evaluate the service of the park and recreation system in relation to its objectives.
2. Specific responsibilities and duties of the board:
- a. Act in an advisory capacity to the city council, city administrator, and parks and recreation director;
  - b. Recommend policies as to parks and recreation service for approval of the city council;
  - c. Advise the city council on problems of development of recreational services, areas, facilities, and programs;
  - d. Advise the city council on the development and maintenance of bikeways and pedestrian ways within the city's parks;
  - e. Aid in coordinating the parks and recreation services with the programs of other governmental agencies and voluntary organizations;
  - f. Review the effectiveness of the parks and recreation program with the public works director or the city administrator;
  - g. Interpret the policies and functions of the parks and recreation programs to the public;
  - h. Aid in the recruiting and coordinating of volunteers for all park and recreation issues;
  - i. Prepare an annual work program and budget recommendation for the parks and recreation programs for presentation by the director to the city council and budget committee. The report shall be completed at least two (2) weeks prior to the annual budget presentation by the city administrator to the budget committee.

SECTION 2.: That the name of the Stayton Street Committee is changed to the "Stayton Transportation Committee."

SECTION 3.: That Stayton Municipal Code Chapter 2.34, "Stayton Street Committee," is hereby amended to read:

2.34.850           TRANSPORTATION COMMITTEE: ESTABLISHED

There is hereby established the Stayton Transportation Committee the duties and responsibilities of which are defined in section 2.34.900.

2.34.860 TRANSPORTATION COMMITTEE: APPOINTMENT AND TERMS OF OFFICE

1. The Stayton Transportation Committee shall consist of one council person and five (5) members appointed from the community at large, who shall serve from January 1st in the year of their appointment by the mayor. The mayor shall also appoint a council liaison to serve as a non-voting member of the Transportation Committee.
2. One member of the committee shall initially hold office for one (1) year, two members shall hold office for two (2) years, and two members shall hold office for three (3) years. At the expiration of any member's term, the mayor shall appoint a new member or may reappoint a member for a three-year term. If a vacancy occurs, the mayor shall appoint a new member for the unexpired term.
3. No person shall hold appointment as a member for more than two (2) full consecutive terms, but any person may be appointed again to the committee after an interval of one (1) year.
4. Vacancies and Removal: Appointment to fill vacancies shall be for the remainder of the unexpired term. A member may be removed by the mayor and council for misconduct or non-performance of duty. A member who is absent for three (3) consecutive meetings without an excused absence approved by the Transportation Committee shall be presumed to be in nonperformance of duty and the mayor and city council shall declare the position vacant. A judgment of misconduct or nonperformance of duty shall be made in writing from the Transportation Committee to the mayor and council.

2.34.870 TRANSPORTATION COMMITTEE: MEETINGS

The chairman of the Stayton Transportation Committee shall convene meetings of the committee on an as-needed basis. All members of the committee shall be notified of a scheduled meeting at least seven (7) days prior to the date the meeting will take place. All meetings of the Stayton Transportation Committee shall be open to the public and shall comply with the Oregon Open Meetings Law ORS 192.610 to 192.710. All parliamentary questions which arise, not otherwise provided by rules adopted by the city, shall be governed by Roberts' Rules of Order.

2.34.880 TRANSPORTATION COMMITTEE: QUORUM

A majority of the members of the Stayton Transportation Committee shall constitute a quorum.

2.34.890 TRANSPORTATION COMMITTEE: OFFICERS

1. Chairperson: A chairperson shall be elected at the first meeting of each calendar year. The chairperson shall:
  - a. Call meetings of the Stayton Transportation Committee;
  - b. Preside at all meetings of the Stayton Transportation Committee;

c. Sign correspondence on behalf of the committee.

2. Vice Chairperson: A vice chairperson shall be elected at the first meeting of the calendar year and shall, in the absence of the chairperson, perform all duties of that office.

3. Secretary: A secretary shall be elected at the first meeting of each calendar year and shall record the proceedings of all meetings.

2.34.900 TRANSPORTATION COMMITTEE: DUTIES AND RESPONSIBILITIES

1. To identify needed street, sidewalk, bikeway, pedestrian way, and storm sewer construction projects.

2. To annually prioritize street construction projects and recommend to the city council a fiscally sound street-related capital improvement program.

3. To recommend policies for initiation and administration of local improvement district projects.

4. To develop a prioritized long-range plan for future street development, including financing alternatives.

5. To act in an advisory capacity to the city council, city administrator, and public works director in relation to street related capital improvement projects.

ADOPTED BY THE STAYTON CITY COUNCIL this \_\_\_\_\_ day of \_\_\_\_\_, 1993.

Date: 12-9-93 By: Willmer Van Vleet  
WILLMER VAN VLEET, Mayor

ATTEST

Date: 12-09-93 By: David W. Kinney  
DAVID W. KINNEY, City Administrator

APPROVED AS TO FORM

Date: DEC 13 1993 By: David A. Rhoten  
DAVID A. RHOTEN, City Attorney

:b(11-1-93)