

ORDINANCE NO. 2014-143

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MENIFEE,
CALIFORNIA, ADDING CHAPTER 2.30 TO THE MENIFEE MUNICIPAL
CODE PROVIDING FOR A PARKS, RECREATION AND TRAILS
COMMISSION**

THE CITY COUNCIL OF THE CITY OF MENIFEE DOES ORDAIN AS FOLLOWS:

SECTION 1. Chapter 2.30 is added to the Meniffee Municipal Code to read as follows:

CHAPTER 2.30

Sections:

2.30.010	Parks, Recreation, and Trails Commission Established; Membership and Qualifications
2.30.020	Appointment
2.30.030	Term of Office
2.30.040	Removal
2.30.050	Vacancy
2.30.060	Resignation
2.30.070	Removal for Absence
2.30.080	Time, Date and Location of Regular Meetings
2.30.090	Posting Places
2.30.100	Powers and Duties
2.30.110	Conduct of Commission Meetings
2.30.120	Secretary
2.30.130	Commission Subcommittees
2.30.140	Salary/Stipend

2.30.010 Parks, Recreation and Trails Commission Established; Membership and Qualifications

A Parks, Recreation and Trails Commission hereby is established effective May 17, 2014, to perform planning and zoning functions on behalf of the City as required by state law and as assigned by the City Council.

(a) The Parks, Recreation and Trails Commission shall consist of five (5) members.

(b) Each Parks, Recreation and Trails Commissioner must be a current City resident and registered voter of the City and cannot be a member of another City Commission, a City officer or a City employee.

(c) Each Parks, Recreation and Trails Commissioner shall be designated on the City's Conflict of Interest Code.

2.30.020 Appointment

(a) Each City Council member in his/her sole discretion shall appoint one Parks, Recreation and Trails Commissioner. Each City Council member may determine whether or not to utilize the application process in making such appointment.

2.30.030 Terms of Office

(a) Each Parks, Recreation, and Trails Commissioner shall serve at the pleasure of his/her appointing City Council member, for the same term as that Council member and until the Parks, Recreation, and Trails Commissioner's successor is appointed and qualifies. At the first City Council meeting in January following each regular municipal election, each City Council member shall make his/her Parks, Recreation, and Trails Commissioner appointment.

(b) There shall be no limit on the number of terms a Parks, Recreation and Trails Commissioner may serve.

2.30.040 Removal

(a) A Parks, Recreation, and Trails Commissioner may be removed by his/her appointing Council member or by majority vote of the City Council.

2.30.050 Vacancies

(a) An unexpected vacancy in a Parks, Recreation, and Trails Commissioners' term (i.e., one occurring other than by expiration) shall be filled by the appointing City Council member for the remainder of the term after posting as provided by Government Code Section 54974.

2.30.060 Resignation

A Parks, Recreation, and Trails Commissioner may resign by providing his/her written resignation to the City Clerk and the resignation shall be effective when received by the Clerk.

2.30.070 Removal for absence

A Parks, Recreation, and Trails Commissioner who is absent (whether or not excused) from three (3) consecutive regular Parks, Recreation and Trails Commission meetings or a total of six (6) regular Parks, Recreation and Trails Commission meetings during any calendar year shall be deemed to have vacated the position at the close of the meeting during which the final absence occurs and the vacancy shall be filled as set out in 2.30.050 above.

2.30.080 Time, Date and Location of Regular Meetings

The regular meetings of the Parks, Recreation, and Trails Commission shall be held at 6:00 p.m., on the fourth Thursday of each month, (unless the same shall be a legal holiday, in which case the regular meeting shall be held on the next succeeding day or on another day as determined by the Commission and posted) at the City Hall at 29714 Haun Road, Menifee, CA 92586.

2.30.090 Posting Places

All agendas, ordinances and resolutions required by ordinance to be published or posted shall be posted at the same place as city agendas, ordinances and resolutions, i.e. in at City Hall and in at least two (2) other public places within the City of Menifee, which locations are as follows:

Sun City Library, 26892 Cherry Hills Blvd., Sun City, CA 92586

Kay Cenicerros Community Center, 29995 Evans Rd., Sun City, CA 92586

2.30.100 Powers and Duties

The Parks, Recreation, and Trials Commission shall have the following powers and duties:

(a) Recommend policies and procedures to the City council for the operation, use and management of all recreation activities, facilities, parks, parkways, open space and trails.

(b) Assist staff in drafting and submitting an annual budget for park and recreation activities, including a long range capital improvement program.

(c) Assist staff in drafting and submitting an annual budget for park and recreation activities, including a long range capital improvement program.

(d) Review joint use agreements for park and recreational facilities with the County, school district and other persons, organizations and agencies.

(e) Recommend policies to the City Council for the acquisition, development and improvement of City parks and recreational facilities.

(f) Review and make recommendations to the City Council regarding fees and charges for park and recreation services and the use of facilities.

(g) Assist in the development of the City's Parks, Trails, Open Space, and Recreation Master Plan.

(h) Perform such other duties and undertake studies, as requested by the City Council.

2.30.110 Conduct of Commission Meetings

(a) The Commission shall establish its own procedural rules which shall comply with the Ralph M. Brown Act, other applicable local and state laws and regulations, this Chapter and City Council Policy No. 1 (Rules of Decorum).

(b) The presence of three (3) Commissioners shall constitute a quorum of the Commission which may take action unless otherwise required by law. Such rules shall provide that during the January meeting of each year, the Commission will elect or re-elect a Chair and

Vice-Chair. The Chair and Vice-Chair shall serve until their replacements are elected and qualify.

(c) The Chair shall be the presiding officer for meetings and hearings. An alternate serving in the Chair's absence shall not act as the Chair, but the Vice-Chair shall serve as Chair in the absence of the Chair, unless both the Chair and Vice Chair are absent at the same time.

2.30.120 Secretary

The City Manager, or his or her designee, shall act as secretary to the Parks, Recreation and Trails Commission, and shall be the custodian of its records, conduct official correspondence, and coordinate the clerical and technical work of the Commission in administering the provisions of this Chapter.

2.30.130 Commission Subcommittees

The Parks, Recreation and Trails Commission may form subcommittees of its own members, to deal with any issue within the powers and duties of the commission as defined by this Chapter.

2.30.140 Salary/Stipend

Each Parks, Recreation and Trails Commissioner shall receive a stipend of \$75.00/meeting for each regular or special meeting he/she attends. No Commissioner shall be paid unless he/she attends substantially all of the meeting.

SECTION 2. EFFECTIVE DATE: This ordinance shall take effective 30 days from the date of its adoption. The City Clerk shall post this ordinance as required by law.

PASSED, APPROVED AND ADOPTED this 16th day of April, 2014.



Scott A. Mann, Mayor

APPROVED AS TO FORM:



Julie Hayward Biggs, City Attorney

CERTIFICATE OF ATTESTATION AND ORIGINALITY

I, KATHY BENNETT, City Clerk of the City of Menifee, do hereby attest to and certify the attached Ordinance No. 2014-143 to be the original ordinance adopted by the City Council of the City of Menifee on April 16, 2014 and that said ordinance was published in accordance with the law.

Date: April 16, 2014



Kathy Bennett, City Clerk



Scott A. Mann
Mayor

Wallace W. Edgerton
Deputy Mayor

John V. Denver
Councilmember

Thomas Fuhrman
Councilmember

Greg August
Councilmember

STATE OF CALIFORNIA)
COUNTY OF RIVERSIDE) ss
CITY OF MENIFEE)

I, Kathy Bennett, City Clerk of the City of Menifee, do hereby certify that the foregoing Ordinance No. 2014-143 was duly adopted by the City Council of the City of Menifee at a meeting thereof held on the 16th of April, 2014 by the following vote:

Ayes: August, Denver, Edgerton, Fuhrman, Mann
Noes: None
Absent: None
Abstain: None

Kathy Bennett, City Clerk