

**CITY OF WEST ST. PAUL
DAKOTA COUNTY, MINNESOTA**

ORDINANCE NO. 21-

**AN ORDINANCE AMENDING WEST ST. PAUL CITY CODE SECTION 31.03
REGARDING THE PARKS AND RECREATION ADVISORY COMMITTEE**

The City of West Saint Paul does ordain:

SECTION 1. West St. Paul City Code Section 92.11 relating to the Parks and Recreation Advisory Committee is hereby enacted as follows:

§ 31.03 PARKS AND RECREATION ADVISORY COMMITTEE.

- (A) Establishment. Pursuant to § 2.02 of the City Charter, there is hereby established a Parks and Recreation Advisory Committee.
- (B) Members. ~~The number of Parks and Recreation Advisory Committee Members shall be established in the Bylaws. The Parks and Recreation Advisory Committee shall consist of seven members who are appointed by the City Council, with an effort made toward equal ward representation. A representative from the Athletic Association shall be an ex-officio member of the Committee without the right to vote.~~
- (C) Duties. The duties of the Committee shall be:
- (1) To perform fact-finding tasks as requested by the city pertaining to parks and recreation;
 - (2) To act in an advisory capacity to the City Council in matters pertaining to parks and recreation, and to cooperate with other governmental agencies and civic groups in the advancement and cooperation of sound park and recreation planning and programming;
 - (3) To recommend policies on recreation service to the City Council; and
 - (4) To have periodic inventories made of recreation services that exist or may be needed and interpret the needs of the public to the City Council.
- (D) Terms. The term of a member is two years. Members will hold offices until March of their expiring term or until their successors are appointed and qualified.
- (E) Absences. The Chair will notify the Council when a member has three consecutive unexcused absences from the regular monthly meetings. Upon receipt of the notice by the Council, the office of that member may be considered vacant.

(F) Organization. The Committee will elect a chair from among its members for a term of one year, and may create other offices as it deems necessary. The City Manager will appoint a person to act as Secretary of the Committee. The Committee will hold the number of meetings necessary to transact its business. A quorum for the purpose of making recommendations to the City Council is a majority of all the voting members of the Committee. The Committee will keep a record of its resolutions and acts.

SECTION 5. SUMMARY PUBLICATION. Pursuant to Minnesota Statutes Section 412.191, in the case of a lengthy ordinance, a summary may be published. While a copy of the entire ordinance is available without cost at the office of the City Clerk, the following summary is approved by the City Council and shall be published in lieu of publishing the entire ordinance:

This ordinance amendment allows the number of Parks and Recreation Advisory Committee Members to be set within the Committee Bylaws.

SECTION 6. EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage and publication according to law.

Passed by the City Council of the City of West St. Paul, Minnesota, this _____ day of _____
_____ 2021.

Attest:

David J. Napier, Mayor

Shirley R Buecksler, City Clerk