

Proposed by:	Parks & Recreation Committee
Attorney Review:	03/08/2018
First Reading:	03/15/2018
Second Reading:	04/05/2018
Vote:	6 Aye 0 Nay 0 Absent

**MUNICIPALITY OF SKAGWAY, ALASKA
ORDINANCE NO. 18-05**

AN ORDINANCE OF THE MUNICIPALITY OF SKAGWAY, ALASKA AMENDING SMC 3.09 RECREATION BOARD REGARDING FREQUENCY OF MEETINGS.

WHEREAS, the Recreation Board met on January 31, 2018, and after discussion voted to recommend a code amendment to reduce the frequency of Board meetings from monthly to quarterly; and

WHEREAS, at its meeting of January 31, 2018, the Recreation Board discussed that quarterly meetings will result in more productivity and would facilitate the establishment of a quorum of the Board; and

WHEREAS, the Parks and Recreation Committee met on March 7, 2018, and voted to recommend the proposed code amendment to the Assembly;

NOW THEREFORE BE IT ORDAINED AND ENACTED BY THE MUNICIPALITY OF SKAGWAY, ALASKA AS FOLLOWS:

Section 1. Classification. Section 3 of this ordinance is of a general and permanent nature and shall become a part of the Skagway Municipal Code.

Section 2. Purpose. To amend Section 3.09.070 Meetings of SMC Chapter 3.09 Recreation Board to reduce the frequency of board meetings from monthly to quarterly, in order to facilitate establishment of a quorum and to increase Board productivity.

Section 3. Amendment. The Skagway Municipal Code is hereby amended; (~~strike through~~) indicates text to be deleted from and (**bold underscore**) indicates text added to the current code. SMC 3.09 Recreation Board is hereby amended as follows:

Chapter 3.09
RECREATION BOARD

- Sections:
- 3.09.010 Establishment.
 - 3.09.020 Appointment.
 - 3.09.030 Term of office.
 - 3.09.040 Officers.
 - 3.09.050 Vacancies.
 - 3.09.060 Quorum.
 - 3.09.070 Meetings.
 - 3.09.080 Record of meetings.
 - 3.09.090 Staff support.

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3.09.010 Establishment.

There is established a Recreation Board for the municipality, which shall serve in an advisory role to the borough assembly on matters of recreation policy, including the Skagway recreation center and grounds and the operational policies of the Skagway recreation center, trails, ball fields, parks, and future recreation infrastructure development. The recreation board shall consist of 5 members from the community.

3.09.020 Appointment.

Members of the recreation board shall be appointed by the mayor, subject to confirmation by the borough assembly. The mayor shall consider, but is not limited to, candidates on a list of prospective members submitted to him by the recreation board. A borough assembly member shall serve as the ex officio member of the board, may attend all meetings and have the privilege of the floor, but shall have no vote.

3.09.030 Term of office.

- A. Members shall be appointed for a term of three (3) years however; a board member serves until a successor takes office. The term of office begins in October.
- B. The terms shall be staggered so that members shall be appointed each year. Terms shall be first established by drawing, 2 for one (1) year terms, 2 for two (2) year terms and 1 for a (3) year term.
- C. Appointments to fill vacancies shall be for the unexpired term only.

3.09.040 Officers.

- A. The recreation board shall elect annually a chair, vice-chair and secretary at its first meeting following the mayor's appointment and the assembly's confirmation of board members.
- B. The term of office for the chair, vice-chair and secretary shall be one (1) year; however, officers may serve more than one term.
- C. The chair shall preside over the recreation board and shall have the right to vote.
- D. The vice-chair shall perform the duties of the chair in the absence or disability of the chair.
- E. The secretary shall record the minutes of board meetings and shall keep attendance records and notify the mayor when vacancies occur.

3.09.050 Vacancies.

- A. A vacancy shall be declared and filled as above provided, when a member:
 - 1. Submits his resignation and the resignation is accepted by the mayor;
 - 2. Is physically or mentally unable to attend board meetings for a period of more than ninety (90) days unless excused by the board;
 - 3. Is convicted of a felony; or
 - 4. Any board member may be removed with written notice by the mayor, subject to confirmation by a majority of the assembly, or by a majority vote of the assembly at any time regardless of whether that person's term on the board has expired.

3.09.060 Quorum.

Three (3) members constitute a quorum. Actions of the board are adopted by three (3) affirmative votes. The final vote on each action must be by a recorded roll call vote. Each member present shall vote on every question, unless required by law to abstain from voting on a question.

3.09.070 Meetings.

The board shall meet monthly ~~quarterly~~, at a regularly established time, determined by the board **to review policies and infrastructure development needs as outlined in SMC 3.09.010**. Additional meetings may be called at the discretion of the chair, or shall be called at the request of three (3) members.

3.09.080 Record of meetings.

Meetings shall be public and minutes shall be kept. Minutes and records shall be filed with the borough clerk and retained as public records.


3.09.090 Staff support.

The Skagway recreation center director shall serve as staff support to the recreation board.


Section 4. Severability. If any provision of this ordinance or any application thereof to any person or circumstance is held invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

Section 5. Effective Date. This ordinance shall become effective immediately upon adoption.

PASSED AND APPROVED by a duly constituted quorum of the Borough Assembly of the Municipality of Skagway this 5th day of April, 2018.



Monica Carlson, Mayor

ATTEST.


Emily A. Deach, Borough Clerk

(SEAL)

