

CHAPTER 2: ADMINISTRATION, OPERATIONS AND ORGANIZATION

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### ORDINANCE 24     PARK BOARD

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Section 24.01: ESTABLISHMENT. The City establishes a Park Board composed of three (3) members appointed by the Mayor, with the consent of the City Council, and one (1) City Council ex-officio member. The Park Board shall operate under the City Council's jurisdiction and control pursuant to Minnesota Statutes Chapters 412.491 to 412.531, as amended.

Section 24.02: RESPONSIBILITIES. The Park Board shall report in an advisory capacity to the City Council and shall make recommendations for all property and programs relating to parks and public recreation, and maintain, improve and operate public parks, playgrounds and parkways.

Section 24.03: TERM. Park Board members shall serve staggered three (3) year terms and shall serve until his or her successor is appointed and qualified. The Mayor, with the City Council's consent, shall fill all vacancies.

Section 24.04: COMPENSATION. Park Board members shall be compensated as established in Appendix A.

Section 24.05: REMOVAL. The Mayor, with the City Council's consent, may remove any member for misfeasance, malfeasance and non-feasance in office, and fill the position as any other vacancy.

Section 24.06: ORGANIZATION AND PROCEDURE.

Subd. 1: The Park Board shall elect a chairperson from among its own members. The City Clerk/Administrator shall serve as the Board's secretary.

Subd. 2: The Park Board shall hold its regular meetings as the City Council establishes.

Subd. 3: The Park Board shall make annual reports of its activities to the City Council, or if some matter needs to be brought to the immediate attention of the City Council, place the matter on the agenda of the next City Council meeting.

Subd. 4: The City Clerk/Administrator shall file an annual statement of the Park Board's receipts and disbursements immediately after the close of the calendar year to be included as part of the City Clerk/Administrator's Annual Financial Statement.

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Section 24.07: ELIGIBILITY. Park Board members must be City residents and a minimum age of 21.

Section 24.08: PARK FUNDS.

Subd. 1: The City Council may transfer to the Park Fund any funds it considers necessary for Park purposes.

Subd. 2: Not later than August 1st of each year, the Park Board shall present to the Council, in such detail as the Council shall require, its annual estimate of the Board's financial needs for the fiscal year and shall submit a budget outlining proposed expenditures.

Subd. 3: The Park Board shall, in the same manner as the City Council under Minnesota Statutes Section 412.251, Subdivision 1, as amended, audit claims to be paid and obligations incurred.