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3 **Resolution No. 2525**

4 A RESOLUTION OF THE CITY OF SALISBURY, MARYLAND TO RENAME AND
5 RE-ESTABLISH THE CITY PARK COMMITTEE TO BE THE CITY PARKS &
6 RECREATION COMMITTEE.

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9 WHEREAS, recreation builds family unity, strengthens neighborhood involvement,
10 promotes health, offers opportunities for social interaction, enhances education, develops
11 creativity, and promotes cultural diversity; and

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13 WHEREAS, park and recreation programs boost our economy, enhance property values,
14 attract new businesses, increase tourism, and reduce crime; and

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16 WHEREAS, the Salisbury City Park, a necessary element of the character of the City of
17 Salisbury, stands and serves as a symbol of the City of Salisbury, Maryland’s history, landscape,
18 and quality of life; and

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20 WHEREAS, there are currently 10 parks and playgrounds throughout the City; and

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22 WHEREAS the City Park Committee believes that they can better serve the City by
23 advising the City on all of the parks and playgrounds within the City.

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25 NOW, THEREFORE, BE IT RESOLVED, by the Salisbury City Council that the City
26 Park Committee be hereby renamed and reestablished, with its current membership, as follows:

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28 **1. Establishment and Purpose**

29 There is hereby established the City Parks & Recreation Committee (“Committee”). The
30 purposes of this Committee are to:

- 31 1) Provide advice to the Mayor on the current needs and future development of city
32 parks and public recreation;
- 33 2) Receive and review all gifts and donations for the city’s parks and recreation
34 programs, not specifically covered in the Policy for Donation of Items for the
35 City Park (Resolution 2206, as amended).
- 36 3) To advise on the acquisition, development, operation, and maintenance of public
37 parks, playgrounds, recreational centers, and other areas to promote and preserve
38 the health and general welfare of the people of the City of Salisbury;
- 39 4) To provide a forum for the public to express their views related to city parks,
40 recreation, and other related issues;
- 41 5) To promote interest, cooperation, and support among public and private
42 organizations, agencies, and local residents for the city’s parks, recreational
43 facilities, and programs;
- 44 6) Increase community awareness of the city parks and recreational programs;

- 45 7) Review the annual Capital Improvement Plan and Budget to provide
46 recommendations regarding funding for projects relating to parks and recreation
47 in the City;
48 8) Advise and assist City staff members in applying for grant funding for projects
49 relating to parks and recreation; and
50 9) Be a resource to and interact with the Department of Public Works, the Salisbury
51 Police Department, and the City Planning Commission, specific to the city parks
52 and recreation; and
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54 **2. Authority**

55 The authority of the Committee shall be to provide advice and make recommendations.
56 The Committee shall not have the power to direct City staff toward action.
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58 **3. Recommendations**

59 Advice and recommendations of the Committee shall be reported, in writing, either on
60 paper or electronically, to the Mayor. In making recommendations, the Committee
61 should take into consideration the estimated or potential costs and benefits of any
62 recommended changes or policies.
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64 **4. Membership**

65 A board of five (5) to nine (9) members serving three (3) year terms shall make up the
66 Committee. The Mayor with the advice and consent of the City Council shall appoint
67 members.
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69 Members are expected to attend a majority of the Committee meetings. Excessive
70 absences could subject a member to removal by a majority vote of the Committee.
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72 **5. Holding Over and Reappointment**

73 Upon the expiration of their terms, members of the Committee may be reappointed.
74 Members shall continue to serve until they are reappointed and confirmed or their
75 replacements are appointed and confirmed.
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77 **6. Council Liaison**

78 The City Council shall designate one of its members to be its liaison to the Committee,
79 and the liaison shall be invited to attend all committee meetings and shall be entitled to
80 vote on Committee matters. The liaison may not hold an Officer position and may not
81 hold one of the membership positions as described in Section 4.
82

83 **7. Officers**

84 The membership shall elect a chair, vice-chair, and secretary from among its membership
85 to serve for a term of one year. The election shall be at the last meeting of each calendar
86 year and take effect the coming calendar year.
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88 The Chair, selected by the Committee, shall head the Committee's affairs. The Chair
89 shall prepare an agenda and will preside over all Committee meetings. The Chair may
90 assign duties to other officers from time to time.

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92 The Vice-Chair, selected by the Committee, shall preside over meetings in the absence of
93 the Chair, and shall perform such other duties as the Chair shall direct.
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95 The Secretary, selected by the Committee, shall record minutes of all meetings, keep an
96 up-to-date roll of members, record member attendance, issue notices of all meetings, and
97 perform other such duties, as the Chair shall direct. The Secretary shall ensure the City
98 Clerk's office receives a copy of all Committee records. The Secretary shall preside over
99 meetings in the absence of the Chair and Vice Chair.
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101 **8. Staff Support**

102 The Committee shall receive staff support from the City of Salisbury Public Works
103 Department. Staff support shall not be a voting member of the Committee.
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105 **9. Meetings**

106 The Committee shall meet monthly, at times and places to be determined by the
107 Committee, and shall hold additional meetings as it deems necessary to perform its
108 functions. The meetings of the Committee shall be open to the public and be advertised
109 in accordance with the Maryland Open Meetings Act, as amended from time to time.
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111 Committee members may participate in meetings via any appropriate and available
112 electronic means, such as telephone or video conference, provided that no more than one
113 Committee member is exercising this option at one meeting and the member has unusual
114 circumstances preventing their physical attendance.
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116 Robert's Rules of Order shall govern all meetings, except insofar as such rules are
117 inconsistent with these bylaws.
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119 **10. Minutes**

120 Minutes shall be taken at all regular and special meetings of the Committee, which shall
121 consist of a record of summary of all motions, proposals, resolutions, and any other
122 matters formally voted upon, and the vote thereon.
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124 **11. Quorum**

125 A majority of the members currently appointed to the Committee, excluding the City
126 Council Liaison, shall constitute a quorum for the transaction of business, and a majority
127 of those present shall decide any question.
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129 **12. Compensation**

130 The members of the Committee shall serve voluntarily and without compensation.
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132 **13. Maintenance of Funds**

133 Nothing herein, shall be interpreted as allowing the Committee to deposit, maintain, or
134 expend any funds held in its own name. Donations received by the Committee shall be
135 transmitted to the City Finance Department, and deposited in a separate account for the
136 designated purpose.

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14. Department Coordination

The Committee shall coordinate with other City Boards & Commissions, Wicomico County Parks and Recreation Department, and the Wicomico County Recreation Commission.

Other nonprofit groups who use the city parks should be consulted with as necessary, including, but not limited to the Salisbury Skatepark Committee, Salisbury Community Band, Ben’s Red Swings, and Winter Wonderland of Lights Committee.

THE ABOVE RESOLUTION was introduced, read and duly passed at a meeting of the Council of the City of Salisbury held on the 27 day of July, 2015, and is to become effective immediately upon adoption.