

**PETERSBURG BOROUGH
ORDINANCE #2020-05**

**AN ORDINANCE ADOPTING A NEW PETERSBURG MUNICIPAL CODE CHAPTER 3.49
TITLED "PARKS AND RECREATION ADVISORY BOARD"**

WHEREAS, on January 3, 2013, the Election Division for the State of Alaska certified the election results of the December 18, 2012 incorporation election for the Petersburg Borough; and

WHEREAS, the certified election confirmed the incorporation of the Petersburg Borough and dissolved the City of Petersburg; and

WHEREAS, Petersburg Borough Charter, Section 19.08C states that all appointed and elected advisory boards, committees and commissions in effect at the time of Borough Incorporation shall be dissolved one year after the effective date of the Charter unless specifically continued by ordinance; and

WHEREAS, Ordinance #2013-21 providing for the retention of the previous Parks and Recreation Advisory Board failed in its second reading at the December 2, 2013 Assembly meeting and the board was automatically dissolved on January 3, 2014; and

WHEREAS, Ordinance #2019-12 repealed Chapter 3.49, which contained the Parks and Recreation Advisory Board provisions, in its entirety upon adoption on November 4, 2019; and

WHEREAS, there has been substantial community interest in Parks and Recreation matters in the last year, and renewed interest in re-establishing the Advisory Board.

THEREFORE, THE PETERSBURG BOROUGH ORDAINS, Chapter 3.49, as set out below, is hereby adopted as a borough ordinance.

Section 1. Classification: This ordinance is of a permanent nature and shall be codified in the Petersburg Borough Code.

Section 2. Purpose: The purpose of this ordinance is to reestablish the Parks and Recreation Advisory Board.

Section 3. Substantive Provisions: Chapter 3.49 of the Petersburg Borough Municipal Code shall be adopted to read as follows:

Chapter 3.49 - PARKS AND RECREATION ADVISORY BOARD

3.49.010 - Established.

There is created a parks and recreation advisory board which shall review, investigate and make recommendations on any matter referred by the borough assembly or the borough manager.

3.49.020 - Board composition and transition.

A. The parks and recreation advisory board shall consist of five members elected at a regular municipal election to staggered three-year terms and shall serve until their successors have taken an oath of office. Vacancies shall be filled in the same manner as vacancies on other elected boards, as set out in Section 3.04.060(A) of this code.

B. The conflict of interest provisions of Section 19.03 of the Borough Charter, insofar as they may apply, are binding on members of the board.

3.49.030 - Board member qualifications.

A member of the parks and recreation advisory board must be a qualified voter of the borough and have resided within the borough for a period of one year.

3.49.040 - Board structure.

A. At the first meeting held after the annual municipal election of each year, the board shall, by majority vote, elect from its members a chairperson, a vice-chairperson and a secretary.

1. The chairperson shall preside at board meetings, set meeting agendas, attest to approved minutes and meet with the mayor and borough manager on at least a quarterly basis to discuss matters pertinent to the board. The chairperson shall vote in the same manner and with the same restrictions as other board members and shall be counted for quorum purposes.

2. In the absence of the chairperson, the vice-chairperson shall assume the chairperson's duties.

3. The secretary shall cause the preparation of meeting minutes and upon approval of each meeting's minutes, assure delivery of the minutes to the borough clerk.

B. The parks and recreation director, or the director's designee, shall give notice of board meetings to each board member and to the general public; attend board meetings; and serve as staff resource to the board. The parks and recreation director shall not vote on any matter before the board.

3.49.050 - Meetings.

A. The board shall meet at the call of the chairperson, or any three board members, on an as needed basis and meetings shall be given notice as required in Section 3.10.020(B) of this code. The board will be dissolved if there are no meetings of the board within any one year period.

B. "Robert's Rules of Order," current edition, shall govern the parliamentary proceedings of the board to the extent not in conflict with Borough Charter and code provisions. The board may adopt written procedural rules it finds necessary and appropriate to conduct business. The rules shall be reviewed and revised as necessary.

C. Three members shall constitute a quorum. At least three affirmative votes shall be necessary to carry any question.

D. The board shall designate a public meeting area where meetings will be held. All meetings shall be held in accordance with Alaska's Open Meetings Law and in a facility that is accessible to persons with disabilities.

E. Meetings shall be open to the public and the meeting agenda shall afford an opportunity for the public to address the board.

1. Each person addressing the board shall give their name and address. All remarks shall be addressed to the board as a body and not to any individual board member. No person shall be permitted to enter into any discussion without the permission of the chairperson.

2. When a group of people wish to address the board on the same subject, the chairperson may request a spokesperson be chosen by the group to address the board.

3. Any person making personal, impertinent or slanderous remarks, or who becomes boisterous while addressing the board, may be barred from further attendance at the meeting by the chairperson unless permission to continue is granted by a majority vote of the board.

4. Unless further time is granted by the board, a person's or group's comments shall be limited to five minutes.

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

Section 5. Effective Date: This Ordinance shall be effective immediately upon adoption.

Passed and approved by the Petersburg Borough Assembly, Petersburg, Alaska this
_____ day of _____, 2020.

Attest:

Mark Jensen, Mayor

Debra K. Thompson, Borough Clerk

Adopted:
Published:
Effective:
