

RESOLUTION CREATING A  
PARKS AND RECREATION COMMISSION  
FOR LEE COUNTY, NORTH CAROLINA

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WHEREAS, the lack of adequate parks and recreation programs has heretofore been declared by the General Assembly of the State of North Carolina to be a menace to the morals, happiness and welfare of the people of the State of North Carolina; and

WHEREAS, the Board of Commissioners for the County of Lee has determined that it is in the best interest of the citizens of Lee County for it to operate a recreation and parks program;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners for the County of Lee as follows:

SECTION 1. CREATION; NAME; NUMBER OF MEMBERS

There is hereby created a Lee County Parks and Recreation Commission composed of eight members appointed by the Board of Commissioners of the County of Lee.

SECTION 2. POWERS AND DUTIES

The Parks and Recreation Commission shall serve as the advisory body for the Department of Parks and Recreation. It shall have the following responsibilities:

1. Consult with and advise the Department of Parks and Recreation in matters affecting recreation policies, programs, personnel, finances, and the acquisition and disposal of lands and properties relating to the total community recreation program and to its long-range projected program for recreation and parks.
2. Serve as liaison between the Department of Parks and Recreation and the citizens of Lee County.

SECTION 3. LENGTH OF APPOINTMENTS; COUNTY COMMISSION REPRESENTATIVE

Initial appointments to the Commission shall be as follows: three members shall be appointed for a one year term; two members shall be

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appointed for two year terms; two members shall be appointed for a three year term; the eighth member shall be a member of the Board of Commissioners and the Commissioner shall serve a one year term or until his or her term as Commissioner expires, whichever first occurs. Thereafter, all appointments, except for the Commission member, shall be for a term of three years. Vacancies in the board shall be filled by the Board of Commissioners for the remainder of the term of office. Members of the Commission shall be eligible for re-appointment but not to exceed two consecutive terms. When a member is appointed to fill a vacancy where more than one-half of the terms has already expired, that member shall be eligible for re-appointment for two consecutive terms. A representative from the Board of Commissioners for Lee County shall serve as a non-voting, ex-officio member.

#### SECTION 4. ATTENDANCE OF MEMBERS

An appointed member of the Commission who misses more than three consecutive regular meetings shall be deemed to have tendered his or her resignation as a member of the Commission to the Board of Commissioners. The Board of Commissioners may take no action to re-appoint the member or may replace the member as in case of a vacancy. Absences due to sickness or other emergencies of like nature shall be regarded as excused absences and shall not affect the member's status on the Commission except that in the event of an illness which causes a prolonged absence, the member may be replaced.

#### SECTION 5. COMPENSATION

Commission members shall serve without monetary compensation. Members shall be reimbursed for travel and subsistence to attend approved professional recreation meetings, conferences and work shops with such reimbursement being made in compliance with the general policies relating to such travel by the Board as adopted by the Board of Commissioners.

#### SECTION 6. OFFICERS

The Commission shall have as its officers a Chairman, Vice-Chairman and Secretary. The Chairman and Vice-Chairman shall be elected at the regular monthly meeting in December of each year and shall take office at the following regular meeting in January. The officers shall serve for one year until their successors are appointed and qualified. There is no limit on how many times a Commission member might be elected an officer. In the event an officer's appointment to the Commission is terminated, a successor shall be elected by the Commission at the meeting following the termination of the officer's service for the balance of the officer's term. The Director of Parks and Recreation shall serve as Secretary of the Commission.

#### SECTION 7. OFFICERS' DUTIES

The Commission Chairman shall preside at all meetings and shall appoint all sub-committees of the Commission.

When the Chairman is absent, the Vice-Chairman shall perform the duties of the Chairman. When both the Chairman and Vice-Chairman are absent, a temporary Chairman shall be elected by those members who are present provided a quorum for the transaction of business exists.

The Director of Parks and Recreation may delegate all or part of the duties of Secretary to another department employee with the approval of the Commission but shall hold the office of Secretary and shall be responsible for the satisfactory accomplishment of the official reports, minutes and special minutes.

SECTION 8. MEETINGS

The Commission shall meet on a monthly basis on a date determined by the Commission. The Chairman of the Commission or in his absence the Vice-Chairman may call a special meeting of the Commission at any time by giving each member forty-eight hours' prior notice.

Special meetings may be called by the Chairman or in his absence by the Vice-Chairman acting as Chairman upon the written request of a majority of the Commission members. A quorum for the transaction of business shall be a simple majority of Commission members.

SECTION 9. COMMITTEES

The Executive Committee shall consist of the Chairman, Vice-Chairman, Secretary and the member from the Board of Commissioners. The Commission Chairman is authorized to appoint such committees as in the opinion of the Commission are needed.

SECTION 10 . BY-LAWS

Operational policies and procedures may be incorporated into a set of By-Laws as developed and approved by the Commission in line with this resolution and the policies of the governing body.

SECTION 11. REPEALER CLAUSE

This Resolution supercedes and replaces previous resolutions and ordinances of the Lee County Parks and Recreation Commission and is effective as of the 1<sup>st</sup> day of October, 1990.

LEE COUNTY BOARD OF COMMISSIONERS

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Chairman

ATTEST:

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Clerk