

TO: Town Council  
FROM: Bill Bruce  
DATE: March 1, 2019  
RE: Parks and Recreation Ordinance

Please find below a summary of proposed changes to the Parks and Recreation Commission Ordinance:

- 1) Name is changed from Parks and Recreation Commission to Parks and Recreation Advisory Board. N.C.G.S. 160A-354 states “a city or county may operate a parks and recreation system as a line department, or it may create a parks and recreation commission and vest in it authority to operate the parks and recreation system.” When Council created the Parks and Recreation Commission, there was no Parks and Recreation Department. However, once the Town created the department and hired a director, the function of the commission changed to that of an advisory board. This amendment reflects a name change that should have been made when the department was established.
- 2) The purpose of the Board has been clarified, and three new duties and functions have been added to their responsibilities (Sec. 30-33 #1, 7, and 9).
- 3) Membership has been expanded from five to seven, including a dedicated seat for the President of the Oak Ridge Youth Association.
- 4) Attendance policy added (consistent with other Boards and Commissions).

These proposed changes have been reviewed by the Town Attorney and were presented to the Parks and Recreation Commission at their February meeting.

**Strategic Plan Implementation reference:** Review and revise (if necessary) by-laws, mission, and structure of the Parks and Recreation Commission.

**Staff request:** Adopt the revised Parks and Recreation Ordinance.