

**ORDINANCE NO. 120**

**DAKOTA COUNTY  
PARKS AND RECREATION ADVISORY COMMITTEE**

The County Board of Dakota County Ordains:

**ARTICLE 1. CONTINUATION OF PARKS AND RECREATION ADVISORY COMMITTEE**

There is hereby continued a Parks and Recreation Advisory Committee, an advisory committee to the Dakota County Board, hereinafter referred to as "PARAC". PARAC is created to serve as an advocate for an improved and enhanced park system in Dakota County.

**ARTICLE 2. DEFINITIONS**

Park system -- Dakota County parks, regional parks and regional trails located within Dakota County.

**ARTICLE 3. MEMBERSHIP**

**3.1 Qualifications**

PARAC members must have the following interests and knowledge:

- 1) Interest in parks, recreation, and natural resources and in the provision of a broad range of parks and recreation services within Dakota County.
- 2) Knowledge of Dakota County, including the limits of County financial resources and an understanding of the implications of the County's continuing growth.
- 3) Commitment to the vital role of recreation and the park system in the quality of life for County residents and visitors.
- 4) Commitment to seek input from neighborhoods, organizations, and individuals, and to apply this information to improve and enhance the park system.

Anyone who holds an elective city, county, state or federal office shall not be eligible to serve as a member of PARAC.

Anyone owning land within or adjacent to a County park or having other financial interests in such land, shall not be eligible to serve on the PARAC.

**3.2 Distribution of Members**

PARAC shall consist of seven (7) members, one member appointed from and a resident of each County Commissioner district.

### **3.3 Term**

The members of PARAC, except as otherwise provided in this paragraph, shall be appointed for two-year terms, which shall begin on the first Tuesday following the first Monday in January of the first year of the term. A member shall also serve after the expiration of a term until a successor is appointed. The terms of persons who are members of PARAC on June 17, 2005, shall end on the first Tuesday following the first Monday in January 2007.

### **3.4 Residency Requirement**

The members of PARAC shall remain residents of the County Commissioner district from which they were appointed. Any member who ceases to reside in the County Commissioner district from which appointed shall have automatically vacated membership on PARAC.

### **3.5 Conflict of Interest**

No member may participate in any matter coming before PARAC where the member has a direct interest in its outcome.

### **3.6 Vacation of Office**

Any member who does not attend three consecutive meetings or 50 percent of meetings in a 12-month period shall have automatically vacated membership on PARAC.

### **3.7 Removal**

The County Board by majority vote may remove any PARAC member for the nonperformance of duty or misconduct in office. The member shall be entitled to a hearing conducted by the County Board prior to any vote on the charges.

### **3.8 Compensation**

Members of PARAC shall be compensated pursuant to Dakota County Policy # 1015.

## **ARTICLE 4. OFFICERS**

At its first meeting of the year PARAC shall elect a chair and vice-chair from among its members. Nominations shall be made from the floor at the meeting, and election of the officers shall follow immediately thereafter. A candidate receiving a majority vote of those members of the committee present shall be declared elected and shall serve for one year or until a successor shall be elected. Officers shall not be eligible to serve more than two consecutive one-year terms in either office. Vacancies in offices shall be filled immediately by the procedure set forth in this section.

## **ARTICLE 5. MEETINGS**

Meetings shall be held on a regular basis on a schedule established by PARAC upon recommendation of County staff. In the event of a conflict such as holidays, or when the business before PARAC dictates, County staff may change the meeting date following consultation with the chair. Each member shall be mailed a notice and agenda for the meeting at least one week in advance of the scheduled meeting date. A quorum of committee members shall

be required to convene a committee meeting. A quorum shall consist of a simple majority of the committee members whose appointments are currently filled.

All members shall be entitled to vote unless disqualified under Section 3.5 of this Ordinance. Roll call votes shall be required if a vote on a matter before the committee is not unanimous. A record of the vote shall be kept as part of the minutes. Special meetings may be called by the Chair. All regularly scheduled meetings, special meetings, and hearings shall be open to the general public. In the absence of the Chair, the Vice-Chair shall conduct the meetings. In the absence of both the Chair and the Vice-Chair, a temporary Chair shall be elected by the committee members in attendance.

#### **ARTICLE 6. POWERS AND DUTIES**

- A. The committee members shall have the following duties:
1. Review proposals and make recommendations concerning the park system.
  2. Review and make recommendations concerning recreation programming, fees for services and park system use policies.
  3. Make recommendations supporting or enhancing natural resources in the park system.
  4. Provide input into the County Park Policy Plan and Park Master Plans.
  5. Perform fact-finding tasks as directed by the County Board.
- B. PARAC shall consult annually with the County Board or a designated committee thereof regarding then matters upon which the PARAC will report to the County Board during the year.
- C. PARAC may create temporary committees to study and report on projects, plans and programs under consideration by PARAC the full committee. Committee meetings shall be conducted consistent with the provisions in this Ordinance. Any committee may meet only once, unless the County Board has authorized additional meetings.
- D. PARAC shall adopt rules for the transaction of business and shall keep a record of its transactions and findings.

#### **ARTICLE 7. AMENDMENTS TO THE ORDINANCE**

Amendments to the Parks and Recreation Advisory Committee Ordinance shall be made in accordance with Minnesota Statutes Section 375.51 and Dakota County Policy #1017. The PARAC shall be responsible for holding the public hearing required by Policy #1017.

#### **ARTICLE 8. SEVERABILITY PROVISIONS**

Should any section of this Ordinance be held unconstitutional or void, the remaining provisions shall nevertheless remain in full force and effect.

**ARTICLE 9. ORDINANCE REPEALED**

Ordinance No. 120 Establishment of the Parks and Recreation Advisory Committee Ordinance is hereby repealed and the above is substituted in its place.

**ARTICLE 10. EFFECTIVE DATE**

This ordinance becomes effective from and after its passage and publication in accordance with Minnesota Statutes Section 375.51.

Approved as to form:

Karen Schaffer 6/24/05  
Assistant County Attorney/Date

**COUNTY OF DAKOTA**

Joseph A. Harris  
Joseph A. Harris  
Board of Commissioners Chair  
Date of Signature 6-27-05

Attest Mary S. Scheide  
Clerk to the Board  
Date of Signature 6-27-05

Approved by Dakota County  
Board Resolution No. \_\_\_\_\_