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Title: Resolution to Approve Revised Park Advisory Commission Bylaws

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Attachments: 1. PAC Bylaws-Revised.pdf, 2. PAC Bylaws Resolution.pdf

Date	Ver.	Action By	Action	Result
7/6/2009	1	City Council	Approved	Pass

Resolution to Approve Revised Park Advisory Commission Bylaws

Attached is a revised version of the Park Advisory Commission Bylaws that PAC wishes to formally adopt pending Council review and approval. PAC had discussions with Senior Assistant City Attorney Kevin McDonald about the changes that they wished to see and the changes he recommended. The attached draft is the product of those discussions and reflects significant and valuable input from the Assistant City Attorney and is satisfactory to PAC. Also attached is PAC's Resolution Recommending Approval of Revised Bylaws.

One of PAC's goals in revisiting their bylaws was to create a more formalized structure for fulfilling PAC's responsibility to make recommendations regarding the annual operating budget, the annual capital improvement budget, special millages for capital improvements and acquisitions, and the disposition of millage revenues.

PAC currently has an active Budget Committee and this has often, but not always, been the case. Given the importance of PAC's role in providing recommendations regarding the Parks system budget and expenditures, one of the substantive changes in these bylaws is to specify that the Budget and Finance Committee is a standing committee with the responsibility to advise PAC on financial matters arising as part of the work delegated to it by City Council. The Chair of PAC shall nominate the chair of the Budget and Finance Committee who shall be approved by a two-thirds majority of PAC. Instituting a standing Budget and Finance Committee will ensure more consistent attention to this important PAC role and facilitate communications between staff and the rest of PAC on the important and often complex aspects of the Parks system budget and financial accounting systems.

Another substantive change is the addition of a new article on Ethics and Conflicts of Interest written by the Assistant City Attorney and welcomed by PAC. The remaining changes are minor clarifications and the elimination of references that are no longer applicable. Much of the document has been reorganized and the language clarified by the Assistant City Attorney whose work on this is very

much appreciated. The document is much improved in terms of structure, logical flow, and clarity.
Prepared by: Linda Beraurer, PAC Chair, Colin Smith, Manager Parks and Recreation
Reviewed by: Jayne Miller, Community Services Area Administrator
Whereas, The Park Advisory Commission has worked with the City Attorney's office to develop revisions to the current Park Advisory Commission Bylaws;

Whereas, PAC wishes to formally adopt the revised Bylaws after Council review and approval;

Whereas, One of PAC's goals in revising the Bylaws was to create a more formalized structure for fulfilling PAC's responsibility to make recommendations regarding the annual operating budget, the annual capital improvement budget, special millages for capital improvements and acquisitions, and the disposition of millage revenues;

Whereas, One of the substantive changes in the Bylaws is to specify that the PAC Budget and Finance Committee is a standing committee with the responsibility to advise PAC on financial matters arising as part of the work delegated to it by City Council;

Whereas, Another substantive change is the addition of a new article on Ethics and Conflicts of Interest; and

Whereas, The remaining changes are minor clarifications and the elimination of references that are no longer applicable;

RESOLVED, That Council approve the attached draft Bylaws of the Park Advisory Commission.