

Town Park and Recreation Committee

Ordinance Number 2004 - 02

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The Town Board of the Town of Somerset, St. Croix County, Wisconsin, does ordain as follows:

Section 1. Title

This ordinance is entitled the “Town of Somerset Park and Recreation Committee Ordinance.”

Section 2. Purpose

The purpose of this ordinance is to establish a Town of Somerset a Park and Recreation Committee and set forth its organization, powers and duties, to further park and recreation opportunities the benefit of current and future residents of the Town and affected neighboring jurisdictions, through the planning and implementation of comprehensive park and recreation planning with significant citizen involvement.

Section 3. Authority; Establishment (7-Member)

The Town Board of the Town of Somerset having adopted a comprehensive plan for the development of the Town of Somerset is establishing a seven (7) member Park and Recreation Committee.

Section 4. Membership (7-Member)

The Park and Recreation committee consists of one (1) member of the Planning Commission, one (1) member of the town board and five (5) citizen members, who are not otherwise Town officials, and who shall be persons of recognized experience and qualifications.

Section 5. Appointments

The Town Board shall appoint the members of the Park and Recreation Committee and designate a Park and Recreation Committee Chairperson during the month of June to fill any expiring term. The Town Board shall appoint a Town Board member and one Planning Commission member to the Park and Recreation Committee as liaisons. The Town Board shall designate the Town Board member, Planning Commission member or a citizen member as Chairperson of the Park and Recreation Committee. In a year in which any Town Board member is elected at the spring election, any appointment or designation by the Town Board shall be made after the election and qualification of the Town Board members elected.

Section 6. Terms of Office

The term of office for the Park and Recreation Committee Chairperson and each Committee member shall be for a period of 3 years, ending on June 30, or until a successor is appointed and qualified, the

Town of Somerset board will review and appoint members each June as terms expire except: Initial Terms. If the initial appointments to the Park and Recreation Committee are made during June, the citizen members shall be appointed for staggered terms as follows: two persons for a term that expires in one year; two persons for a term that expires in two years; and one person for a term that expires in three years.

Section 7. Vacancies

A person who is appointed to fill a vacancy on the Park and Recreation committee shall serve for the remainder of the term.

Section 8. Rules; Records

The Park and Recreation committee may adopt rules for the transaction of its business, subject to Town ordinances, and shall keep a record of its resolutions, transactions, findings and determinations, which shall be a public record.

Section 9. Chairperson & Officers

(1) Chairperson: The Park and Recreation committee Chairperson shall be appointed and serve a term as provided in sections 5 and 6 of this ordinance. The Chairperson shall, subject to Town ordinances and Committee rules:

- (a) Provide leadership to the Commission;
- (b) Set committee meeting and hearing dates;
- (c) Provide notice of Committee meetings and hearings and set their agendas, personally or by his or her designee;
- (d) Preside at Committee meetings and hearings; and ensure that the laws are followed.

(2) Vice Chairperson. The Park and Recreation committee may elect, by open vote or secret ballot under sec. 19.88(1), Wis. Stats., a Vice Chairperson to act in the place of the Chairperson when the Chairperson is absent or incapacitated for any cause.

(3) Secretary. The Park and Recreation committee shall elect, by open vote or secret ballot under sec. 19.88(1), Wis. Stats., one of its members to serve as Secretary, or, with the approval of the Town Board, designate the Town Clerk or other Town officer or employee as Secretary.

Section 10. General & Miscellaneous Powers

The Park and Recreation committee shall have the power:

- (1) Necessary to enable it to perform its function as a Town Park and Recreation planning committee.
- (2) To make reports and recommendations relating to the planning and development of Park and Recreation opportunities to the Planning Commission and Town Board.
- (3) To recommend to the Town Board programs for public improvements and sources of possible financing for such improvements.

Section 11. Town Park and Recreation Planning: Requirements

- (1) The Park and Recreation committee shall make and present a comprehensive inventory of existing park and recreational opportunities within the Town of Somerset and surrounding communities.
- (2) Determine proposed park and recreational opportunities within the Town of Somerset and surrounding communities.
- (3) Work with the Village of Somerset and any other organizations to facilitate league sport opportunities.
- (4) The Park and Recreation committee shall write a Town master plan for park and

- recreational opportunities, with accompanying maps, plats, charts and descriptive and explanatory matter including potential liabilities.
- (5) The committee shall use citizen participation and the Town of Somerset Comprehensive Plan in the development of the master plan.

Section 12. Effective Date

Following passage by the Town Board, this ordinance shall take effect the day after the date of publication or posting as provided by sec. 60.80, Wis. Stats.

ADOPTED this 2nd day of June, 2005.

Ed Schachtner, (Town Board Chairperson)

[Published] this 10th day of June, 2005.

Attest: Jeri Koester, (Town Clerk)