

CLARK COUNTY
STAFF REPORT



DEPARTMENT: Public Works / Parks Division
DATE: June 10, 2014
REQUEST: Approve changes to Clark County Code 2.61 regarding Clark County Parks Advisory Board
CHECK ONE: _____ Consent _____ CAO _____ X Hearing

BACKGROUND: Clark County Public Works Parks Division seeks to establish a Parks Advisory Board to replace the disbanded Vancouver-Clark Parks and Recreation Advisory Commission. The Parks Advisory Board will advise and make recommendations to Clark County staff and the Board of County Commissioners concerning acquisition, planning and development of Clark County Parks. Clark County Code 2.61 defines number of members, frequency of meetings, and other guidelines for the Parks Advisory Board. Before the new Parks Advisory Board is established, Clark County Public Works Parks Division seeks to update these guidelines.

Term expiration: For the first Clark County Parks Advisory Board established, current members' terms will expire December 31, 2015 and new members' terms will expire December 31, 2017.

COMMUNITY OUTREACH: A news release was sent out seeking applications to fill openings on the Parks Advisory Board. A notice of public hearing for the changes to Clark County Code 2.61 was posted in the Columbian on Thursday, May 28th, 2014.

BUDGET AND POLICY IMPLICATIONS: No budget impacts. This code update defines the new Parks Advisory Board for the County Parks system.

FISCAL IMPACTS:

Yes (see attached form) No

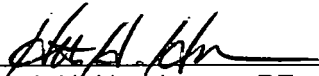
ACTION REQUESTED: Approve changes to Clark County Code 2.61 regarding Clark County Parks Advisory Board.

DISTRIBUTION: Heath Henderson, Mark McCauley, Bill Bjerke, Public Works

Bill Bjerke, Parks Division Manager
BOARD OF COMMISSIONERS



CLARK COUNTY, WASHINGTON



Heath H. Henderson, PE
Public Works Director/County Engineer

June 10, 2014

PW14-057

ORDINANCE NO. 2014-06-04

An Ordinance relating to Clark County Parks Advisory Board; amending Chapter 2.61 of the Clark County Code to establish the number of members, frequency of meetings, term of office and duties and responsibilities of the Clark County Parks Advisory Board.

1 WHEREAS, previously the Board established the Parks Advisory Board and enacted
2 guidelines regulating the Parks Advisory Board; and

3 WHEREAS, the Board finds amending the current code will clarify the role of the Parks
4 Advisory Board and ensure the greatest benefit to the Clark County Parks Division and to the
5 public served; and

6 WHEREAS, the Board has considered this matter at a duly advertised public hearing and
7 finds that adoption will further the public health, safety, and welfare; now, therefore,

8 BE IT ORDERED, RESOLVED AND DECREED BY THE BOARD OF COUNTY
9 COMMISSIONERS OF CLARK COUNTY, STATE OF WASHINGTON, AS FOLLOWS:

10 **Section 1. Amendatory.** Sec. 2 of Res. 1979-07-103, and codified by CCC 2.61.10, are each
11 hereby amended to read:

12

13 **2.61.010 Creation.**

14 There is created a Clark County ~~p~~Parks ~~a~~Advisory ~~b~~Board. (Sec. 2 of Res. 1979-07-103)

15 **Section 2: Amendatory.** Sec 2 of Res. 1979-07-103, and codified by CCC 2.61.20, are each
16 hereby amended to read:

17

18 **2.61.020 Purpose.**

19 The purpose of the Clark County ~~p~~Parks ~~a~~Advisory ~~b~~Board is to:

20 (a) Advise and make recommendations to Clark County staff and the county commissioners
21 relating to acquisition, planning and development ~~and operation~~ of Clark County parks;

22

- 23 (b) Maintain communication with other organizations, associations and citizens regarding
24 Clark County Parks.
25
26 (c) Advocate to decision makers and the public for parks purposes. (Sec. 2 of Res. 1979-07-
27 103)

28 **Section 3: Amendatory.** Sec 2 of Res. 1979-07-103, and codified by CCC 2.61.30, are each
29 amended to read:

30

31 **2.61.030 Duties and responsibilities.**

32 The Clark County Parks Advisory Board, with access to staff support services, shall advise
33 and make recommendations to the Board of County Commissioners, which shall include but
34 not be limited to the following:

35 ~~(a) Recommend to the Board of County Commissioners amendments to the comprehensive~~
36 ~~parks plan to be included as an element of the comprehensive plan for Clark County.~~

37

38 ~~(b)~~ Advise Clark County staff and the Board of County Commissioners on the selection of
39 design consultants, new park designs and locations.

40

41 ~~(c)~~ Recommend appropriate policies to be adopted by the board of commissioners which
42 establish:

43 1. Criteria for park land recreation facility acquisition, development and
44 improvement;

45 2. Criteria for the function of approved park developments;

46 3. Rules and regulations governing the use of park facilities.

47 ~~(d)~~ Participate in the review of the ~~annual~~ biennial county budget for the Parks ~~Department~~
48 Division.

49

50 ~~(e)~~ Participate in the screening selection for the administrative official responsible for
51 parks administration.

52

53 ~~(f) Support parks related activities.~~

54

55 ~~(g)~~ Review proposals for changes in the structural organization and/or functions of the Parks
56 Department Division.

57

58 (f) Recommend development, adoption, and revision, as necessary, of the Clark County
59 Comprehensive Parks, Recreation and Open Space Plan, policies and standards. The

60 Parks plan will be included as an element of the Clark County Comprehensive Growth
61 Management Plan.

62
63 (g) Serve as members and representatives of the County on any regional or specialized parks
64 advisory commissions or committees when appointed by and approved by the Board of
65 County Commissioners or its designee.

66
67 (h) Guide and support any fund development efforts including grant applications and facility
68 sponsorships.

69
70 (i) Participate in any specialized studies and analyses regarding the standards or systems of
71 providing parks, trails and open space to residents and visitors.

72
73 (j) Attend and testify at public meetings, hearings and other speaking engagements as
74 necessary. (Sec. 2 of Res. 1979-07-103)

75 **Section 4: Amendatory.** Sec 2 of Res. 1979-07-103, and codified by CCC 2.61.40, are each
76 hereby amended to read:

77
78 **2.61.040 Communicating with county commissioners.**

79 Comments by way of advising the commissioners should be in written form approved by a
80 majority of the members of the Clark County Parks Advisory Board. (Sec. 2 of Res. 1979-
81 07-103)

82 **Section 5: Amendatory.** Sec 2 of Res. 1979-07-103, and codified by CCC 2.61.50, are each
83 hereby amended to read:

84
85 **2.61.050 Selection of members.**

86 ~~(a) The Parks Advisory Board shall consist of seven (7) members, who shall be appointed by~~
87 ~~the board of county commissioners to serve without compensation. Voting members. The~~
88 ~~Clark County Parks Advisory Board shall consist of five (5) voting members, who reside~~
89 ~~within the boundaries of unincorporated Clark County, and who shall be appointed by the~~
90 ~~Board of County Commissioners to serve without compensation.~~

91
92 ~~(b) The current members of the Parks and Recreation board shall be members of the Parks~~
93 ~~Advisory Board for the remainder of their unexpired Parks and Recreation Board terms.~~
94 ~~Ex-Officio Members. Each school district with territory within the boundaries of~~
95 ~~unincorporated Clark County, and the Parks Foundation of Clark County, may be~~
96 ~~represented at all board meetings; they may take part in all discussions of matters before~~
97 ~~the board, but shall not have a vote.~~

98
99 ~~(c) No Conflict of Interest. No member of the Clark County Parks Advisory Board shall be~~
100 ~~employed in connection with parks services, including parks construction and planning,~~

101 or otherwise employed by Clark County in a paid capacity, during his or her term on the
102 board.

103 (d) Representation on board. In filling vacancies, consideration should be given to ensuring
104 representation of the broad range of interests related to parks in the community:

105 i. Board members should be knowledgeable about one or more aspects of Clark County
106 Parks (e.g., trails, sports leagues, etc.) or willing to become appropriately
107 knowledgeable and conversant about parks and issues.

108
109 ii. Board members should be broadly representative of the different neighborhoods and
110 areas served by Clark County Parks.

111
112 iii. Board Members should be representative of the diversity in the community. Any form
113 of discrimination based on race, color, religion, creed, sex, national origin, age,
114 marital status, the presence of any sensory, mental, or physical disability or the use of
115 a trained dog guide or service animal by a disabled person, sexual orientation/gender
116 identity, veteran's status or any other status protected by law is prohibited. (Sec. 2 of
117 Res. 1979-07-103)

118 **Section 6: Amendatory.** Sec 2 of Res. 1979-07-103 and codified by CCC 2.61.60 are each
119 amended to read:

120

121 **2.61.060 Term of office.**

122 The term of office of members of the Clark County Advisory Board shall be six (6) years:
123 PROVIDED, that the term of the current board member shall expire in accordance with the
124 provisions of their appointment to the Park and Recreation Board. Vacancies shall be filled
125 for the remainder of the unexpired term. Except in the formation of the original commission,
126 the term of office of members of the Clark County Parks Advisory Board shall be three (3)
127 years: PROVIDED that the term of the current board members shall expire in accordance
128 with the provisions of their appointments to the board. The terms of office, except as
129 provided herein, shall commence on the first Monday in January. Vacancies shall be filled
130 for the remainder of the unexpired term. The Board of County Commissioners may remove
131 members from office at will. (Sec. 2 of Res. 1979-07-103)

132 **Section 7: Amendatory.** Sec 2 of Res. 1979-07-103 and codified by CCC 2.61.70 are each
133 amended to read:

134

135 **2.61.070 Meetings, officers and bylaws**

136 The Clark County Parks Advisory Board shall:

137 (a) Elect its officers each year in December, including a chairman, vice chairman and
138 secretary, and such other officers as it may determine it requires. The secretary shall have
139 charge of all records and shall keep accurate and complete minutes of all meetings. The

140 term of office for each officer shall run until the subsequent election, provided that
141 vacancies shall be filled for the remaining term of office.

142
143 (b) Hold regular public meetings at least ~~monthly~~ quarterly. Special meetings may be held as
144 often as the board deems necessary. All meeting dates, agendas, and minutes will be
145 posted on the Clark County webpage.

146
147 (c) Adopt rules for transaction of business and shall keep a written record of its meetings,
148 resolutions, transactions, findings and determinations, which record shall be a public
149 record.

150
151 (d) Meet at least once annually with the board of county commissioners.

152
153 (e) Have a majority of its sitting members as a quorum for the transaction of business, but three
154 affirmative votes are required to approve any action of the board. (Sec. 2 of Res. 1979-07-103)

155 **Section 8. Effective Date.** This Ordinance shall take effect immediately upon its signing by
156 the Chair of the Board of County Commissioners.

157
158 **Section 9. Instructions to Clerk.** The Clerk to the Board shall:

- 159 1. Record a certified copy of this Resolution with the Clark County Auditor;
160 2. Transmit a copy of the adopted amendments to CCC 2.61.010 through 2.61.070 to
161 Code Publishing Inc. forthwith, to update the electronic version of the Clark County
162 Code.
163

164 ADOPTED this 10th day of June, 2014.

165 BOARD OF COMMISSIONERS
166 FOR CLARK COUNTY

166 Attest:

167 Rebecca Jitor
168
169 Clerk to the Board

By Tom Mielke
Tom Mielke, Chair

171 Approved as to Form Only

172 ANTHONY F. GOLIK

173 Prosecuting Attorney

By _____
David Madore, Commissioner

174
175 By Christine Cook
176 Christine Cook
177 Deputy Prosecuting Attorney

By _____
Ed Barnes, Commissioner