

**Before the Board of Supervisors in and for the  
County of Monterey, State of California**

Resolution No.: \_\_\_\_\_ )  
Resolution of the Monterey County Board of Supervisors to )  
provide and clarify the Monterey County Parks Commission's )  
originating history, rules and regulations; rescind the rules and )  
regulations established in Resolution No. 66-185 and )  
Resolution 80-430; and add one member of the Board of )  
Supervisors to the Monterey County Parks Commission )  
membership. )

**WHEREAS**, on April 26, 1966, the Board of Supervisors adopted Resolution 66-185 to establish a Parks Commission and set the rules and regulations for the operation of said Commission;

**WHEREAS**, on July 29, 1980, the Board of Supervisors adopted Resolution 80-430 which reestablished the rules and regulations for the Parks Commission;

**WHEREAS**, on August 28, 1990, the Board of Supervisors adopted Resolution 90-497 amending Section 4 of Resolution 80-430 to set the term of office for Parks Commission members at four years;

**WHEREAS**, the Board of Supervisors wishes to clarify the originating rules and regulations for the Parks Commission; and

**WHEREAS**, the Board of Supervisors wishes to appoint one member of the Board of Supervisors to the Parks Commission membership.

**NOW, THEREFORE, BE IT RESOLVED**, the rules and regulations for the Monterey County Parks Commission are as follows:

**SECTION 1. CREATION OF COMMISSION.**

On April 26, 1966, the Board of Supervisors adopted Resolution 66-185 to establish a Parks Commission and set the rules and regulations for the operation of said Commission through Resolution No. 66-185. The rules and regulations established in Resolution No. 66-185 are hereby rescinded.

On July 29, 1980, the Board of Supervisors adopted Resolution 80-430 which reestablished the rules and regulations for the Parks Commission. The rules and regulations established in Resolution No. 80-430 are hereby rescinded.

The current and operative rules and regulations for the Parks Commission are contained in this Resolution.

## SECTION 2. MEMBERSHIP.

The Commission shall be appointed by the Monterey County Board of Supervisors and shall consist of:

- a) Five residents of Monterey County, with one member appointed from each supervisorial district; and
- b) One member of the Board of Supervisors.

## SECTION 3. VACANCIES.

Any vacancy shall be filled in the same manner as the original appointment.

A vacancy shall exist, and shall be reported in the Clerk of the Board of Supervisors, when:

- a) A member fails to attend three consecutive meetings of the Commission without good cause;
- b) A formal letter of resignation is submitted to the Commission's chairperson and/or appointing Supervisor; or
- c) A Commission member no longer resides in Monterey County, or otherwise does not meet the qualifications for the appointment.

## SECTION 4. TERM OF OFFICE.

Each member of the Commission shall hold office for a term of four years from and after April 26<sup>th</sup> of the year in which she or he is appointed, with staggered terms so that two will be appointed one year, and two the following year.

## SECTION 5. MEETINGS.

The Commission shall hold regular meetings, open and public within Monterey County, at a regularly established time and place, as selected by a majority of the Commission's members on an annual basis.

Special public meetings may be held at such times and places as the Commission's Chairman and the Board of Supervisors shall direct.

## SECTION 6. MINUTES.

Official minutes, indicating attendance and recording actions taken at each meeting of the Commission, shall be maintained and submitted to each member of the Commission and to each member of the Board of Supervisors, through its Clerk, prior to subsequent meetings.

## SECTION 7. DUTIES OF THE COMMISSION.

The Commission shall:

- a) Act in an advisory capacity to the Board of Supervisors in promoting, aiding, encouraging, and conducting a public parks program, including the development of recreation and parks facilities; and
- b) Act in an advisory capacity to the Board of Supervisors and to the Director of Parks in planning, maintenance, development, and operation of all recreation areas and facilities owned, controlled, or leased by the County of Monterey.

## SECTION 8. QUORUM.

A quorum shall be a majority of the total current appointed membership of the Commission. Commission action may be taken by a majority of those present and voting, and by no less than a majority of a quorum.

## SECTION 9. OFFICERS.

The Commission shall elect a Chairman and a Vice Chairman, who shall be elected during the Commission's first meeting of the year. Officers shall serve for one year and may run for re-election.

## SECTION 10. COUNTY STAFF SUPPORT.

The Board of Supervisors shall provide that the Commission be assisted by the Monterey County Parks Department. The Director of that department may designate a member of his or her staff to be his or her representative to the Commission.

## SECTION 11. NOTICE OF SUBCOMMITTEES.

A subcommittee shall mean any subsidiary study group appointed by the Commission to give assistance for longer than six months. Subcommittee members need not be Commission members, except that the Commission Chairman shall designate a Commission member to serve on said subcommittee.

## SECTION 12. EXPENSES.

Each member of the Commission shall be entitled to reimbursement from and to the extent of the budget for the Commission for reasonable and necessary expense for traveling to and from Commission meetings, and reasonable and necessary expense incurred in the conduct of official County business. Standard rates allowed County personnel shall be paid for reimbursement.

SECTION 13. ANNUAL REPORT.

The Commission shall submit a concise annual report to the Clerk of the Board of Supervisors by July 30<sup>th</sup> of each year. The report shall contain a summary of the Commission's activities and projects for the preceding year, and shall contain a list of individual Commission members and the Commission's responsibilities.

PASSED AND ADOPTED on this \_\_\_\_ day of \_\_\_\_\_, 2018, by the following vote, to-wit:

AYES:

NOES:

ABSENT:

I, Nicholas E. Chiulos, Acting Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof of Minute Book \_\_\_\_ for the meeting on \_\_\_\_\_.

Dated:

Nicholas E. Chiulos, Acting Clerk of the Board of Supervisors  
County of Monterey, State of California

By \_\_\_\_\_,  
Deputy