

**Bylaws of the
Park and Recreation Advisory Committee of Corpus Christi**

Article 1. Committee Duties by Ordinance

Chapter 2, Article IV, Sec. 2-72. - Duties.

The Parks and Recreation Advisory Committee shall advise the city council as to all public parks and the buildings therein, public outdoor recreation areas and centers, and any other grounds placed under its purview by the city manager. Further, the Parks and Recreation Advisory Committee and the Water Shore and Beach Advisory Committee shall have joint jurisdiction over all waters adjacent to city parks located along Oso Creek and the Nueces River. However, the Parks and Recreation Advisory Committee will continue to have sole jurisdiction on the parkland adjoining the waterways.

(Ord. No. 19831, § 1, 7-7-1987; Ord. No. 21443, § 1, 7-28-1992; Ord. No. 027408, § 3, 9-11-2007)

Part 2, Section 6 - Naming of City parks and recreational facilities.

See APPENDIX I – PROCEDURES FOR NAMING CITY PARKS AND FACILITIES

Article 2. Committee Membership by Ordinance

Chapter 2, Article IV, Sec. 2-70. - Membership; organization changed.

The city park and recreation advisory committee is hereby changed and reorganized to hereafter consist of eleven (11) members, each a resident of the city. Each member shall serve without compensation; The committee shall elect a chairperson and adopt bylaws to govern its operations in cooperation with the city manager and the city council.

(Ord. No. 11046, § 1, 8-23-1972; Ord. No. 16511, § 1, 9-2-1981; Ord. No. 17748, § 5(b), 7-27-1983)

Chapter 2, Article IV, Sec. 2-71. – Terms of Members; Filling Vacancies

Each member shall be appointed for a term of two (2) years until their successor is appointed. Initially, five (5) members shall be designated to each serve a term of one (1) year only, and five (5) members appointed shall be designated to each serve a term of two (2) years only. Each successor to a member completing a one-year term as above provided shall be appointed to a regular two-year term. Whenever a vacancy occurs during a term, the appointment filling the vacancy shall be to fill the unexpired term.

(Ord. No. 11046, § 2, 8-23-1972; Ord. No. 17748, § 5(b), 7-27-1983)

Article 3. Officers

Section 1. The officers of the Committee shall be a Chair and Vice-chair. There will be an election of officers each year and those members will be elected to a one-year term.

Section 2. The duties of these officers shall be those customarily assigned to them, as in Roberts Rules of Order, Revised.

Section 3. Officers shall serve for one year from the date of their election or for the remainder of their individual term, if less than one year. Upon the occurrence of a vacancy in any office by resignation or removal of the officer, the Chair shall hold an election for that office at the next regular meeting of the Committee or at a called meeting.

Section 4. Members are eligible to serve as chair or Vice-chair after serving for one year on the committee. All eligible members may be considered for office at the yearly election.

Section 5. Ex-officio members are not eligible members under this Article and cannot serve as officers.

Article 4. Meetings

Section 1. Regular meetings shall be held monthly at the Committee's discretion.

Section 2. Special meetings may be held by call of the Chair, or Vice-chair in the absence from town of the Chair, or by any three (3) members.

Section 3. A majority of the Committee members will constitute a quorum.

Section 4. In the absence of the Chair and Vice-chair, Chair Pro-tem shall be appointed by majority vote of the members.

Section 5. The agenda for the regular meeting of the Park and Recreation Advisory Committee shall be closed on the Friday, noon, preceding the meeting. All regular meetings are open meetings.

Section 6. Attendance requirements:

(a) Unexcused absences from more than 25% percent of regularly scheduled meetings during a term year on the part of any Member shall result in an automatic vacancy, which vacancy shall be promptly reported to the City Council. An absence shall be deemed unexcused unless excused by the committee for good cause no later than its next meeting after the absence.

(b) Good cause under this section will be in the event of an emergency or illness of the Member or family member of the Member. In the event of an emergency or illness, Member shall notify the staff liaison and Committee Chair at least 2 hours prior to the start of the meeting, or as soon as practical.

(c) Staff liaison shall keep attendance records and notify the City Secretary when a Member fails to comply with attendance requirements.

Article 5. Committees

Section 1. Standing or special committees may be appointed as needed by the Chair or by a majority vote of the members present at any meeting.

Article 6. Amendments

- Section 1. These Bylaws may be amended at any regular meeting, a quorum being present, by a majority vote of the Committee, provided notice of such proposed amendment has been sent to each member at least one week before the meeting.
- Section 2. If any conflict between Municipal Code Article 1, Article 2, and/or City of Corpus Christi Council policies, as amended from time to time, conflict with these bylaws, Municipal Code and City of Corpus Christi Council policies control.

Article 7. Rules of Order

- Section 1. In any cases not covered by these Bylaws, Roberts Rules of Order, Revised shall govern.

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APPENDIX I – PROCEDURES FOR NAMING CITY PARKS AND FACILITIES

Part 2, Section 6 - Naming of City parks and recreational facilities.

A formal policy for naming of parks and recreation facilities in the City of Corpus Christi is hereby adopted, and the guidelines shall be as follows:

- A. Donations. Upon donation of at least 51 percent of the value of a park or park facility and upon recommendation of the Parks and Recreation Advisory Committee, the City Council may name the park or park facility as the donating party designates if the park or park facility has not already been specifically named in honor of a person, group, or event.

- B. New Parks.
 - (1) Subdivision Dedication. Park land received through dedication under the City's Platting Ordinance shall be named by the Parks and Recreation Director or designee and shall be named after the platted subdivision or a geographic reference adjacent or related to the subdivision area. No formal action needs to be taken by the City Council.

 - (2) Naming Rights. The Director or designee may seek potential naming rights with contractual compensation for new parks or facilities where the potential exists and is deemed appropriate. Any such naming rights would require City Council approval.

- C. Name Change. Only the following facilities are eligible to be considered for name changes: (1) park or park facility which is not already named in honor of a person, group, or event; and (2) park or park facility which was named for the subdivision in which it is located. The following definitive steps shall be taken regarding a proposed name change for these eligible parks and park facilities.
 - (1) Persons, groups, or organizations desiring the name change shall complete a request for name change and submit the proposal to the staff of the Parks and Recreation Department for review and consultation with the requesting entity.

 - (2) Name change requests shall be submitted to the Parks and Recreation Advisory Committee. No action may be taken by the committee for a minimum of 60 days after receipt of the proposal.

 - (3) During the 60-day waiting period, legal notice shall be published twice in a newspaper of general circulation giving notice of the proposed name change.

 - (4) Written comments are to be submitted to the Parks and Recreation Advisory Committee and interested individuals are invited to come before the committee to address the issue.

(5) At the first meeting after the 60-day waiting period, the Parks and Recreation Advisory Committee will take one of the following actions:

- (a) Approve the request and refer the recommendation to the City Council;
- (b) Reject the request; or
- (c) Table the request for future action or additional information.

In the event the request is rejected by the committee, the requesting entity may appeal the rejection to the City Council.

(6) The Council shall consider the request and either approve or reject the request. The Council, at its option, can waive all provisions herein provided for eligible park and recreation facilities in commemorating or memorializing an individual, group or event. If approved, the Parks and Recreation Department shall arrange suitable renaming ceremonies. Costs associated with renaming ceremonies and the provisions of markers, signs, plaques, or memorials shall be borne by the entity proposing the name change.

D. Special Considerations. In choosing names after individuals, consideration may only be given to persons who have been deceased for at least one year. Special consideration shall be given to the contributions the person has made to the City, State, or Country. Names related to religious denominations will generally not be favorably considered unless the rules of donation apply. Input from neighborhood organizations in the immediate vicinity of the park or facility will be sought in the case of a name change request.

E. Renaming of Park or Park Facility. The renaming of a park or park facility which is already named in honor of a person, group, or event is not permitted.

(Res. No. 21901, § 1, 3-22-1994; Res. No. 028430, § 1, 12-8-2009; Res. No. 029190, § 1, 8-30-2011)