



**AN ORDINANCE ESTABLISHING CHAPTER XVII – PARKS AND RECREATION IN
THE DENTON TOWN ORDINANCE AND CREATION OF A PARKS AND
RECREATION ADVISORY BOARD**

WHEREAS, the Board of Commissioners of the Town of Denton recognizes the need for establishing a section in the Denton Code of Ordinances specifically for Parks and Recreation related ordinances; and

WHEREAS, the Board of Commissioners of the Town of Denton wishes to formally establish, through ordinance, the existing Parks and Recreation Advisory Board so it may continue to effectively and efficiently manage Parks and Recreation programs and facilities;

NOW THEREFORE BE IT ORDAINED by the Board of Commissioners of the Town of Denton that Title XVII: Parks and Recreation – Chapter 170 – Parks and Recreation be enacted and added to the Town of Denton Code of Ordinances as it appears below:

Title XVII: Parks and Recreation

- **Chapter 170 - PARKS AND RECREATION**
- **ARTICLE I. - IN GENERAL**

- **Secs. 170-01—170-30. - Reserved.**
- **ARTICLE II. - PARKS AND RECREATION ADVISORY BOARD**

- **Sec. 170-31. - Name.**

This body shall be known as the Denton Parks and Recreation Advisory Board, hereinafter the "Advisory Board".

(Ord. No. § 1, 10-7-2019)

- **Sec. 170-32. - Purpose.**

The purpose of the Advisory Board is to advise the Board of Commissioners and Manager on parks and recreation issues to include, but not be limited to, town parks and recreation areas, safety matters in town parks and recreation areas, and recreational activities in town parks and recreation areas. The Advisory Board shall work on other issues assigned by the Board of Commissioners or Manager. The Advisory Board shall propose principles, goals, and methods, and offer guidance to the Board of Commissioners and Manager on all parks and recreation issues.

(Ord. § 1, 10-7-2019)

- **Sec. 170-33. - Duties and functions.**

The duties and functions of the Advisory Board shall include, but are not limited to:

- (1) Solicit public comment regarding parks, recreation and trails matters by holding regular public meetings, distributing questionnaires, and conducting workshops.
- (2) Make recommendations regarding acquisition and use of specific parcels of land for parks and recreation purposes.
- (3) Target, develop, and solicit funding for programs and facilities including sponsorships provided by business, industry, civic groups, churches, and individuals.
- (4) Seek grants and other cost sharing opportunities from government, foundations, and other charitable organizations.
- (5) Coordinate with Davidson County, local private, non-profit recreation providers and neighboring towns regarding park locations, recreation facilities and trails so as to avoid duplication and maximize regional potential.
- (6) Review operational reports and expenditures and prepare recommendations to the Board of Commissioners and Manager on ways to improve parks and recreation operations and finances.
- (7) Establish operating rules, fees and charges for town parks and recreation programs.
- (8) Identify, organize, and manage events and fundraising activities to support town parks and recreation programs and facilities.
- (9) Make periodic reports to the Board of Commissioners regarding activities of the Advisory Board.

(Ord. § 1, 10-7-2019)

- **Sec. 170-34. - Membership.**

The Advisory Board shall be composed of seven (7) members. Four (4) of the members will be residents of the Town of Denton and three (3) members may be either Town residents or live outside Town limits. All members shall be appointed by the Board of Commissioners.

Advisory Board terms shall run from January 1 in the year appointed to December 31 of the expiration year. Advisory Board members shall serve a three-year term that may be renewed at the pleasure of the Board of Commissioners. Advisory Board members shall serve staggered terms so that no more than three members end their terms in any given year. Members will serve at the pleasure of the Board of Commissioners with monetary compensation per regular meeting at an amount determined by the Town Board.

(Ord. § 1, 10-7-2019)

- **Sec. 170-35. - Officers and duties.**

(a) *Chairman.* The chairman shall be elected by the Advisory Board from among its members. The term of the chairman shall be one year, beginning as of the first meeting in January. The chairman will vote on all action items. The chairman shall decide matters of order and procedure, unless directed otherwise by a majority of the Advisory Board in session at the time. The chairman shall appoint any committees found necessary to advance the mission or investigate matters before the Advisory Board.

(b) *Vice-chairman.* A vice-chairman shall be elected by the Advisory Board from among its members. The term of the vice-chairman shall be one year, beginning as of the first meeting in January. The vice-chairman shall preside in the absence of the chairman and assume all duties and responsibilities delegated by the chairman.

(Ord. § 1, 10-7-2019)

- **Sec. 170-36. - Meetings.**

Regular meetings of the Advisory Board shall be held once a month and shall be scheduled for the year each January. Special meetings of the Advisory Board may be called at any time by the chairman, provided that at least 24 hours' notice is given. All meetings shall be open to the public.

A written agenda shall be prepared and published no less than 48 hours prior to a meeting. A written record of each meeting shall be kept and shall include information on attendance, findings, recommendations, and actions taken by the Advisory Board. This record shall be made available to the public.

Whenever there is no business for the Advisory Board, the chairman may dispense with the regular meeting by giving notice to all members at least 24 hours in advance.

A quorum shall consist of a simple majority of the full Advisory Board membership. The vote of a majority of those members present shall be sufficient to decide matters before the Advisory Board, provided that there is a quorum.

Board members are required to attend regular schedule monthly meetings. The Board of Commissioners will review a board member's position if the board member has three (3) consecutive unexcused absences:

1. Excused Absences:
 - a. Personal sickness or sickness of a family member that is in the board member's care.
 - b. Death of an immediate family member.
 - i. Immediate Family Member: This shall include the board member's spouse, children, mother, father, sibling, grandparents, grandchildren, plus the various combinations of half, step, in-law and adopted relationships that can be derived from those named.

(Ord. § 1, 10-7-2019)

• **Sec. 170-37. - Amendments.**


These by-laws may be amended by a majority vote of the full Advisory Board with approval of the Board of Commissioners, or at any time by the majority vote of the Board of Commissioners.

(Ord. § 1, 10-7-2019)

• **Secs. 170-38—170-60. - Reserved.**

This ordinance is to be effective on its date of adoption, this 4th day of November, 2019.

Amended: May 1, 2023 by the Board of Commissioners


Larry D. Ward, Mayor


Paula Hedrick, Town Clerk