

**TOWN OF TIMNATH, COLORADO
RESOLUTION NO. 45, SERIES 2020**

**A RESOLUTION APPROVING THE FORMATION, MEMBERSHIP, GOALS, AND
RESPONSIBILITIES OF THE PARKS, RECREATION, OPEN SPACE, AND TRAILS
COMMITTEE**

WHEREAS, the Town Council of the Town of Timnath (the “Town”), pursuant to C.R.S. Section 31-15-103, has the power to pass resolutions; and

WHEREAS, promoting the safe and sustainable use of parks, open space, and trails will encourage a healthy and active community; and

WHEREAS, citizen participation in committees is an integral part of the development, planning, and operation of the Town; and

WHEREAS, the Town Council wishes to engage residents in an advisory capacity on matters as they pertain to Town owned or controlled parks, open spaces, and trails, and recreation amenities, programs, and services by establishing a Parks, Recreation, Open Space, and Trails Committee (the “Committee”); and

WHEREAS, the Town Council believes the establishment of the Committee will be in the best interest of the Town, its residents, and the general public.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF TIMNATH, COLORADO AS FOLLOWS:

Section 1. Formation

The Town hereby forms the Parks, Recreation, Open Space, and Trails Committee which will serve as an advisory committee of the Town Council. The Committee shall consist of no more than seven members, consisting of one or two members of the Town Council, with the balance to be comprised of non-council residents of the Town. At least one, and up to two, of the resident members of the Committee will be between the ages of 12 and 18 years old. Committee members shall be appointed at a public meeting of the Town Council in accordance with the Town Charter. All non-Town Council members shall apply to join the Committee by submitting an application to the Town Clerk. The Town Council makes the final determination of which persons sit on the Committee.

Section 2. Rules

The following rules shall apply to the Committee:

A. **Quorum**: A simple majority of the Committee shall constitute a quorum. A quorum is required to act on any matter before the Committee, but in the absence of a quorum, a lesser number may adjourn any meeting to a later time and date.

B. **Term**: Each Committee member shall be appointed to a two-year term. Unless

otherwise appointed by the Town Council, a Committee member's term shall commence on the fourth Tuesday of April of each year and shall expire on the fourth Tuesday of April two years later. Committee members will serve for staggered terms. For this purpose, resident members will be divided into two groups, each group to be as equal in number as possible, with the terms of each group expiring in a different year. For each inaugural Committee member appointed, the Town Council will assign a two-, or three-year term to maintain the balance of the number of members in each group. Thereafter, except for members appointed to fill a vacancy, resident members will serve for two-year terms.

C. Vacancies/Removal: Committee vacancies shall be filled by an affirmative vote of a majority of the entire Town Council. The term of any person appointed to the Committee to fill a vacancy shall expire on the expiration date of the term of the vacating Committee member. A Committee member may be removed from the Committee for any reason by an affirmative vote of a majority of the entire Town Council.

D. Meetings: The Committee shall meet every other month unless there is no business for the Committee to consider. Regular meeting times and locations shall be determined at the first Committee meeting of each calendar year. Additional meetings may be held as necessary and determined by Town Staff to make recommendations to the Town Council. Meetings of the Committee shall be subject to the Colorado Open Meetings Law and the Committee shall generally abide by the notice and meeting conduct requirements of the Planning Commission. Staff to the Committee shall keep an accurate summary or minutes of all Committee meetings, which shall be open for inspection in accordance with the Colorado Open Records Act.

E. Committee Recommendations: Any recommendations by the Committee shall be communicated to the Town Council on behalf of the committee by a designated Committee member and will be included as part of the regularly scheduled Town Council meeting. Committee recommendations will be coordinated with the Town Manager who will ensure that the Committee's recommendations are included as part of the next regularly scheduled Council meeting or at a future Council meeting more deemed appropriate.

F. Compensation: Committee members shall serve without compensation.

Section 3. Goals and Responsibilities

The Committee shall serve in an advisory capacity to Town Council and Town Staff on matters related to Town owned and controlled parks, trails, open space, recreation areas and facilities, programs, and services. The Committee is encouraged to consult externally with community stakeholders possessing experience relevant to matters being studied by the Committee. No Committee member shall attempt to negotiate on behalf of the Town with any outside agency or individuals regarding any matter before the Town Council or the Committee without the express written consent of the Town Manager. The Committee's goals and responsibilities shall include the following:

- i. Make recommendations pertaining to the planning, development, regulation, and operation of facilities;
- ii. Work with Town staff to develop long term strategy on the five year capital improvement plan;

- iii. Participate in public engagement processes related to the Committee's work;
- iv. Participate in project milestones such as groundbreaking, progress tours, and grand openings;
- v. Participate in the naming of parks, recreation and facilities in accordance with applicable policies; and
- vi. Promote public awareness and understandings of parks, recreations, programs, services, facilities, and projects.

INTRODUCED, MOVED, AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF TIMNATH, ON JUNE 23, 2020.

TOWN OF TIMNATH, COLORADO



Mark Soukup, Mayor

ATTEST:



Milissa Peters-Garcia, CMC
Town Clerk

