



UMC GUIDE RECREATION PARKS & LEISURE

University of Missouri-Columbia Extension Division

Model Ordinance For Missouri Administrative Park Boards

Organized under Sections 90.500 - 90.570 Missouri State Statutes

BY ANTHONY J. ZITO
State Extension Recreation Specialist

ORDINANCE NO. _____ BILL NO. _____

An Ordinance Creating a Park Board, Providing for Its Membership, Powers and Duties, Term, and Responsibilities of Said Board. Pursuant to Sections 90.500, 90.530, 90.540, 90.550, 90.560, 90.570, R.S. MO. 1978.

(Any of the paragraphs in the first section or others more appropriate depending on the local situation may be used. None is required, and the use of one or more is optional.)

WHEREAS, the inhabitants of the town/city of _____, Missouri, did at the general election held in the town/city of _____, Missouri, on _____ 19 ____, passed by a simple majority the proposition to establish a Park Board, and

WHEREAS, the inhabitants of the town/city of _____, Missouri, did at the same general election held on _____ 19 ____, approve the levy of a mill tax on the dollar on all taxable real and personal property to purchase land and to maintain public parks, and

WHEREAS, the inhabitants of the town/city of _____, Missouri, for a number of years have had an expressed felt need for public parks and recreation, and

WHEREAS, it is the desire of the Council to foster as widespread citizen participation as possible in the planning, developing, and maintaining of a municipal park and recreation system to meet the needs of the community, and

WHEREAS, it is the desire and intent of the City Council of the town/city of _____ to establish a Park Board to superintend, manage, and administer the city parks and park system in the public interest and

WHEREAS, the town/city of _____, Missouri, received grant-in-aid for acquisition of park land from the "Land and Water Conservation Fund," to be used for outdoor recreation, and

WHEREAS, the town/city of _____, Missouri, received grant-in-aid from the "Land and Water Conservation Fund" to construct a municipal swimming pool.

Now, Therefore, Be It Ordained by the City Council of the Inhabitants of the Town/City of _____, _____ County, Missouri, as Follows:

Section 1: PARK AND RECREATION BOARD

That under authority of the state laws of Missouri sections 90.500 to 90.570, Missouri Revised Statutes 1959, there be and is hereby created a park and Recreation Board in the town/city of _____, Missouri, the directors of which shall be appointed by the Mayor, subject to the consent of the town council, and shall consist of nine members. Directors appointed to the Park and Recreation Board must be citizens and shall have been residents of the town/city of _____, Missouri, for at least two years immediately prior to their appointment. No member of the Municipal Government shall be a member of said Board.

Section 2: TERMS OF DIRECTORS

- a. Such members shall hold their respective offices from the first of June following their appointment. They shall be appointed for a term of three years, except that those appointed at the first meeting shall cast lots for their respective terms, three directors to serve three years, three directors to serve two years, and three directors to serve one year. All initial terms of office shall be retroactive to June 1, 19 ____ (year ordinance was passed). Annually and thereafter, on or before the first meeting in June, the Mayor shall, by and with the consent of the Council, appoint three directors, who shall hold office for three years.
- b. The Mayor may, by and with the consent of the Council, remove any member of the Park and

Recreation Board for misconduct or neglect of duty.

- c. Vacancies occasioned by removal, resignation or otherwise, shall be reported to the Council, and shall be filled in like manner as original appointments, except that the term of office is restricted to the unexpired term of office. No director of the Board shall receive compensation as such.
- d. It is hereby declared the policy of the City Council that one member of the Park and Recreation Board shall always be a member of the Board of Education of the Reorganized School District of _____ .

Section 3: OFFICERS: RULES AND POWER

The Park and Recreation Board shall, immediately after the appointment of directors, meet and organize by the election of one member as President, and such other officers as they deem necessary.* The Board shall make and adopt such bylaws, rules and regulations for its own guidance and proceedings as may be expedient, not inconsistent with this ordinance and with sections 90.500 to 90.570 Missouri Revised Statutes, 1978.

**Vice President, Secretary, and Treasurer are appropriate offices.*

Section 4: DUTIES AND RESPONSIBILITIES

The Park and Recreation Board shall:

- a. Survey and make plans for the development and maintenance of facilities and activities for an adequate Municipal Park System.
- b. The Board shall have exclusive control of the expenditures of all money collected to the credit of the Park Fund, for the supervision, improvement, care, acquisition, and custody of the parks.
- c. All moneys received for such parks shall be deposited in the treasury of _____ , Missouri, to the credit of the Park Fund and shall be kept separate and apart from all other moneys and accounts of the town/city of _____ , Missouri and be drawn upon the proper officers of the town/city of _____ , Missouri, upon the properly authenticated vouchers of the Park and Recreation Board.
- d. The Park and Recreation Board shall have power to appoint a suitable person to take charge of said parks and necessary assistants, if required for said person, and to fix their compensation. The Board shall also have power to remove such appointees for misconduct or neglect of duty, and shall, in general, carry out the spirit and intent of sections 90.500 to 90.570

Revised Statutes in establishing and maintaining Public Parks.

Section 5: ANNUAL REPORTS

The Board of Directors shall present to the Town Council an annual report. Such report shall be presented at the first council meeting in May of each year and shall consist of:

- a. The condition of their trust as of the first day of May of that year.
 - b. The various sums of money received from the park fund, and other sources.
 - c. The sums of money expended by the Board and for what purposes.
 - d. Such other statistics, information, and suggestions as the Board may deem to be of general interest.
 - e. All such portions of said Report as related to the receipts and expenditures of money shall be verified by affidavits.
 - *f. Submit a proposed park and recreation budget for the coming year.
 - *g. Make recommendations for improving the park and recreation program and facilities.
 - *h. Submit an annual planned program for the use of the parks, recreation facilities and areas.
- *Not explicit in the law, but highly recommended.*

Section 6: PRIVATE DONATIONS

The Park and Recreation Board shall be held as special trustee for all donations of money, personal property, or real estate for the benefit of such park, whenever such donations are accepted according to the terms of the deed, gift, devise, or bequest of such property.

Section 7: All ordinances, resolutions or parts thereof in conflict with the provisions of this ordinance are hereby repealed. This ordinance shall take effect and be in full force from and after this _____ day of _____ 19 ____ .

Passed this _____ day of _____ , 19 ____ .

Mayor

Approved this _____ day of _____ , 19 ____ .

Mayor

Attest: _____

City Clerk

■ Issued in furtherance of Cooperative Extension Work Acts of May 8 and June 30, 1914 in cooperation with the United States Department of Agriculture, Leonard C. Douglas, Director, Cooperative Extension Service, University of Missouri and Lincoln University, Columbia, Missouri 65211. ■ An equal opportunity institution.