

ORDINANCE NO. 2025-1254

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH, CALIFORNIA, AMENDING TITLE 2 OF THE IMPERIAL BEACH MUNICIPAL CODE TO DISSOLVE THE PARKS AND RECREATION COMMITTEE AND TO ADD ATTENDANCE PROCEDURES FOR VARIOUS CITY COMMISSIONS, BOARDS, AND COMMITTEES

WHEREAS, the City of Imperial Beach ("City") has created various commissions, boards, and committees to allow citizen volunteer participation in City issues; and

WHEREAS, in 2014, the City Council approved Ordinance 2014-1145 to create the Parks and Recreation Committee; and

WHEREAS, the City Council desires to dissolve the Parks and Recreation Committee and repeal Ordinance 2014-1145.

WHEREAS, the City Council desires to adopt a policy related to attendance at meetings of City commissions, boards and committees.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH AS FOLLOWS:

Section 1: The above recitals are true and correct and incorporated herein as findings as though set forth in full.

Section 2. The Parks and Recreation Committee created in 2014 by Ordinance 2014-1145 is hereby dissolved.

Section 3. Ordinance 2014-1145 is repealed in its entirety and all previous Ordinances, Resolutions, regulations, and laws pertaining to the Imperial Beach Parks and Recreation Commission and the Imperial Beach Parks and Recreation Committee are repealed.

Section 4. Chapter 2.32 of the Imperial Beach Municipal Code is hereby repealed in its entirety as shown in Exhibit A.

Section 5. Section 2.18.020 is added to the Imperial Beach Municipal Code to read as shown in Exhibit B (underlined text depicts new text).

Section 6. Section 2.18.030 of the Imperial Beach Municipal Code is amended to read as shown in Exhibit B (underlined text depicts new text).

Section 7. This Ordinance shall become effective thirty (30) days following its passage and adoption.

Section 8. The City Council of the City of Imperial Beach hereby declares that should any section, paragraph, sentence, phrase, term, or word of this Ordinance, hereby adopted, be declared for any reason to be invalid, it is the intent of the City Council that it would have adopted all other portions of this Ordinance irrespective of any such portion declared invalid.

INTRODUCED AND FIRST READ at a regular meeting of the City Council of the City of Imperial Beach, held on the 2nd day of April 2025, and thereafter **PASSED AND ADOPTED** at a regular meeting of the City Council of the City of Imperial Beach, California, held on the 16th day of April 2025 by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:

PALOMA AGUIRRE, MAYOR

ATTEST:

JACQUELINE M. KELLY, MMC
CITY CLERK

APPROVED AS TO FORM:

JENNIFER M. LYON
CITY ATTORNEY

Exhibit A

~~§ 2.32.010. Creation.~~

~~There is created in the City a Parks and Recreation Committee. (Ord. 2014-1145 § 1)~~

~~§ 2.32.020. Composition—Quorum.~~

~~A. The Parks and Recreation Committee shall consist of seven members appointed in accordance with Chapter 2.18 of the Imperial Beach Municipal Code. Although there is no specific selection criteria the Mayor will consider the following in the identification of potential members for consideration:~~

~~A cross section of the community should be represented including youth and senior populations, active and passive recreation enthusiasts, and individuals familiar with recreation programming and community resources.~~

~~B. Members of the Parks and Recreation Committee may be removed in accordance with Imperial Beach Municipal Code Section 2.18.030.~~

~~C. Vacancies on the Committee shall be filled in accordance with Chapter 2.18 of the Imperial Beach Municipal Code.~~

~~D. The members of the Committee are subject to the provisions of the Brown Act and shall elect a chair and vice chair from the membership of the Committee, by majority vote. In general, parliamentary process will be a guideline for Committee deliberations and meeting decorum.~~

~~E. Each Committee member shall have one vote. Four members will constitute a quorum.~~

~~F. Notwithstanding Imperial Beach Municipal Code Section 2.18.040, all members of the Parks and Recreation Committee shall be residents of the City unless the City Council determines by a four-fifths vote that a non-resident shall be appointed due to special expertise that is not available among resident candidates. No more than one non-resident shall serve on the Committee at one time.~~

~~(Ord. 2014-1145 § 1; Ord. 2020-1194 § 2)~~

~~§ 2.32.030. Terms of office.~~

~~Appointments to the Parks and Recreation Committee shall be for four years. The terms of office shall be staggered as follows:~~

~~A. Three terms of office shall expire on December 31, 2023, and each December four years thereafter;~~

~~B. Four terms of office shall expire on December 31, 2020, and each December four years thereafter.~~

~~(Ord. 2014-1145 § 1; Ord. 2020-1194 § 3)~~

~~§ 2.32.040. Duties and responsibilities.~~

~~The Parks and Recreation Committee shall meet on a quarterly basis and will act in a purely advisory capacity to the City Council. The stated and primary function of the Committee is to expand and enhance the recreational opportunities for the residents of Imperial Beach. In order to accomplish the identified task, the chair of the Committee will provide, on at least a quarterly basis or as directed by the City Council, suggestions and recommendations to the City Council in relation to the following:~~

- ~~A. A review of the sports and recreational programs in Imperial Beach in an effort to encourage increased participation levels, high quality volunteers, relevant and effective programming, efficient use of municipal resources and other issues related to the sports and recreational programs.~~
- ~~B. A review of the condition and maintenance of municipal sports and recreational facilities and recommendations for capital improvements, new or additional facilities, and proper maintenance of existing facilities.~~
- ~~C. The efforts to seek funding through federal, state and local grants, sports and recreation foundations, community contributions, charitable donations, and endowment funding opportunities.~~
- ~~D. Opportunities to expand the parks and recreation opportunities in Imperial Beach and surrounding areas. The efforts to seek partnerships and collaboration with organizations that provide amenities that Imperial Beach cannot efficiently or realistically provide to its residents.~~
- ~~E. The efforts to take a holistic approach to parks and recreation that encourage activities for all ages and income levels, physical abilities, and interests.~~
- ~~F. Strategies to expand beyond typical sports activities to include nontraditional sports, non-sporting activities and all forms of recreation and relaxation.~~
- ~~G. The efforts to seek and provide a positive alternative for the use of spare time. Efforts to recognize that an effective parks and recreation program is a necessity for a healthy community, not simply a luxury.~~

~~(Ord. 2014-1145 § 1)~~

~~§ 2.32.050. Staff support.~~

~~It is anticipated that staff support for the Committee will be minimal and limited to administrative support for scheduled meetings, the preparation of reports and information as directed by the City Council or City Manager, and other nominal staff time as needed to allow the Committee to function properly. It is further anticipated that expenditures for the Committee will be negligible considering most of the recommended expenditures will likely be included in the Capital Improvements Plan or maintenance budgets of the City of Imperial Beach.~~

~~(Ord. 2014-11)~~

Exhibit B

2.18.020. Attendance

A. The City Council relies on advice of the City's boards and commissions that grows from discussions among appointed members. The City Council anticipates that members appointed to the City's boards, commissions, and committees will make every reasonable effort to attend all regular meetings, to attend special meetings, and to be prepared to discuss matters on their respective agendas.

B. Any board, committee, or commission member who is absent from three consecutive, regular meetings will be deemed to have vacated their membership on the particular board, committee, or commission, unless the absence is excused by a majority vote of the other members on the particular board, committee, or commission, as reflected in the official minutes of the board, committee, or commission and ratified by the City Council.

C. Board, committee, and commission members, by a majority vote, may excuse a fellow member's absence from meetings for any of the following reasons:

1. Illness of the member, family member of the member, or personal friend of the member;
2. Business commitment of the member that interferes with the attendance of the member at a meeting;
3. Previously scheduled vacation of the member, notice of which was provided to the respective board, committee, commission or clerk of the board at least thirty (30) days in advance of the meeting;
4. Attendance of the member at a funeral, religious service or ceremony, wedding, or other similarly significant event;
5. Unexpected, emergency situation that prohibits the member's attendance; or
6. Other reason for which the member has given notice to the clerk of the board of unavailability at least seven (7) days in advance of the meeting.

D. Members shall vote on excusing a member's absence from a regular or special meeting. The vote shall be reflected in the official minutes for the meeting at which the vote was taken. A member may vote to excuse their own absence. If a member's absence is excused by a vote of the members, the excused absence shall be submitted to the City Council on its consent agenda for ratification. If a majority of the City Council does not ratify the excused absence of the member, then the absence will not be considered an excused absence.

E. The clerk of the board, committee, or commission shall notify the City Clerk if a voting member misses three regular and/or special consecutive meetings without being excused by a majority vote of the board, committee, or commission as expressed in its official minutes and ratified by the City Council. The City Clerk shall agendaize the matter for City Council action. Between the occurrence of vacancy and the Council declaration of vacancy, the member shall be unable to continue serving as a member and shall have no duties of the office. The vacancy shall be effective on the date the Council declares the office vacant.

2.18.030. Removal.

- A. A member may be removed by a majority vote of the Council or by the Mayor with the approval of the Council.
- B. A member may be removed by a declaration of vacancy approved by a majority vote of the Council upon submission by the City Clerk in accordance with Imperial Beach Municipal Code section 2.18.020 E.