

**PROPOSAL TO AMEND THE CODE OF ORDINANCES  
TOWN OF ROLESVILLE, NORTH CAROLINA**

**Ordinance No: 2022-O-01**

AN ORDINANCE TO AMEND THE CODE OF ORDINANCE TO (I) IMPOSE TERM LIMITS FOR APPOINTED BOARDS; AND (II) TO MAKE OTHER TECHNICAL AMENDMENTS.

**SECTION 1. Title III -- Administration.**

- Addition
- Deletion
- Alteration

§ 32.01 - Planning Board.

(A) *Membership and vacancies.*

(1) The Planning Board shall consist of seven members. Four members shall be citizens living within the corporate limits of the municipality, and three members shall be residents of the county living within the extraterritorial jurisdiction. The members residing within the municipality shall be appointed by the Board of Commissioners, and the members residing within the extraterritorial jurisdiction shall be appointed by the Board of County Commissioners upon receipt of a resolution from the Board of Commissioners requesting that those appointments be made. In the event the Board of County Commissioners fails to make the appointments requested within 90 days of receipt of the resolution, the Board of Commissioners shall make the appointments.

(2) Members' successors shall be appointed for terms of three years. Vacancies occurring for reasons other than expiration of terms shall be filled for the period of the unexpired term. Vacancies shall be filled by the legislative body responsible for the original appointment.

(3) Faithful attendance at the meetings of the Planning Board is considered a prerequisite for the maintenance of membership on the Board. Failure to attend three consecutive meetings shall be deemed adequate cause for summary removal from the Planning Board by the appointing legislative body.

(4) Members shall be eligible for appointment to the Planning Board for a maximum of two consecutive terms. Following such a period of service of two consecutive terms, such term-limited member shall not be again eligible for appointment until after the passage of one year. Appointments to fill vacancies arising from unexpired terms shall not be included in term limit calculations. Members seated on the Board as of the date of adoption of this Subsection shall be deemed to have completed no more than one three-year term. Nothing contained herein shall be deemed to limit the authority of the Wake County Board of Commissioners.

(B) *Organization, rules, meetings, and records.* For initial appointees, within 30 days after appointment the Planning Board shall meet to elect a chairperson and create and fill those offices as it may deem necessary. The term of the chairperson and other officers shall be one year, with eligibility for reelection. The Board shall keep a record of its members' attendance and of its discussions, findings, and recommendations, which record shall be a public record. All members of the Board appointed from the municipal extraterritorial jurisdiction shall have voting power on all matters of business without regard to residency.

(C) *Powers and duties.* The Powers and duties of the Planning Board shall be stated in the Land Development Ordinance.

§ 32.02 - Parks and Recreation Advisory Board.

(A) *Membership; appointment, terms of office, and compensation.*

(1) The Parks and Recreation Advisory Board shall be composed of seven voting members from the Town and the Town's extraterritorial jurisdiction. A minimum of four members must be from within the incorporated limits of the Town. One member shall be a currently enrolled high school student. The members shall be representative of the different areas of the Town and the extraterritorial jurisdiction. The members shall be appointed by the Board of Commissioners. All of the members shall have equal voting rights.

(2) In addition to the regular members, there shall be the following ex-officio, non-voting members:

(a) A member of the Town staff as appointed by the Town Manager, to serve at the Town Manager's pleasure; and

(b) A member of the Board of Commissioners as appointed by the Mayor, to serve at the Mayor's pleasure.

(3) Except the student member, who shall serve a two-year term, members shall be appointed for staggered terms of three years. Vacancies occurring for reasons other than expiration of a term shall be filled for the period of the unexpired term. Vacancies for regular members shall be filled by the Board of Commissioners. Vacancies for ex-officio members shall be appointed by Town Manager or Mayor as applicable.

(4) The members of the Parks and Recreation Advisory Board shall serve without compensation.

(5) Faithful attendance at the meetings of the Parks and Recreation Advisory Board is considered a prerequisite for the maintenance of membership on the Advisory Board. Failure to attend three consecutive meetings shall be deemed adequate cause for summary removal from the Advisory Board by the Board of Commissioners.

(6) Members shall be eligible for appointment to the Parks and Recreation Advisory Board for a maximum of two consecutive terms. Following a period of service of two consecutive terms, such term-limited member shall not be again eligible for appointment until after the passage of one year. Appointments to fill vacancies arising from unexpired terms shall not be included in term limit calculations. Members seated on the Advisory Board as of the date of adoption of this Subsection shall be deemed to have completed no more than one three-year term. Notwithstanding the foregoing, the Rolesville High School student member shall be limited to a single term.

(B) *Officers, adoption of rules, and meetings.*

(1) The Parks and Recreation Advisory Board shall elect from its membership its officers at its January meeting annually for a term of office to begin on January 1 of the year and ending on December 31 of the following year. The officers to be elected shall include a chairperson, vice-chairperson, and recording secretary, and other officers as deemed necessary for the orderly conduct of business.

(2) The recording secretary shall provide each member with a copy of the minutes of the previous meeting by the next meeting of the Advisory Board. In addition, the recording secretary shall provide a copy of the minutes to the Board of Commissioners at its next regularly scheduled meeting.

(3) The Advisory Board shall submit to the Board of Commissioners any proposed bylaws, rules and regulations, or procedures concerning the operation and conduct of Town recreational facilities for approval and adoption.

(4) The Advisory Board shall meet monthly unless otherwise determined by the chairperson of the Advisory Board. A quorum shall consist of a majority of the appointed voting members. A quorum must be in attendance before any official action can be taken. The chairperson shall preside at all meetings and sign all documents relative to action taken by the Advisory Board.

(5) In the absence of the chairperson, the vice-chairperson shall perform the duties of the chairperson. When both the chairperson and the vice-chairperson are absent, a temporary chairperson shall be selected by a majority of those members present.

(C) *Function and duties.*

(1) The Parks and Recreation Advisory Board shall serve as the advisory body for the Parks and Recreation Department and the Town. The Advisory Board shall suggest policies to the Town within its powers and responsibilities as stated in this section. The Advisory Board may advise the Board of Commissioners in matters affecting recreation policies, programs, finances, and the acquisition and disposition of land and facilities. In addition, the Advisory Board is to advise on long-range recreation plans and programs.

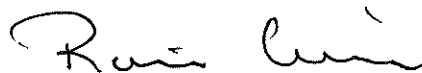
(2) The Parks and Recreation Advisory Board shall make recommendations:

- (a) For the establishment of a system of supervised recreation for the Town and its environs;
- (b) To set apart land for use as parks, playgrounds, recreation centers, greenways, and other open space, and to acquire structures for recreation purposes for the benefit of all segments of the affected populations;
- (c) Advise in the acquisition of lands and structures through gifts, purchase, lease, or loan, or by condemnation by the Town as provided by eminent domain and as provided for by the General Statutes of the state;
- (d) Advise in the acceptance by the Town of any grant, gift, bequest, or donation, or personal or real property offered or made available for recreation purposes and which is judged to be of present or future use for recreation; and
- (e) Advise in the construction, equipping, operation, and maintenance of parks, playgrounds, recreation centers, and all buildings and structures necessary or useful to Department function, and advise in regard to other recreation facilities that are owned or controlled by the Town or leased or loaned to the Town.

(D) *Committees.* The chairperson of the Parks and Recreation Advisory Board is authorized to appoint the members of those committees as, in the opinion of the Advisory Board, are necessary for the effective operation of Advisory Board activities. These committees will operate under the general supervision of the Advisory Board. Committees may receive administrative support from the Town staff upon request and as directed by the Town Manager.

**SECTION 3:** This amendment to the Code of Ordinances shall be effective upon its adoption.

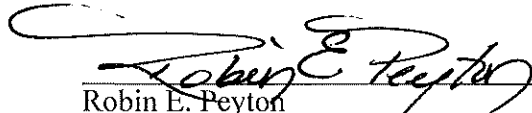
Adopted this, the 7<sup>th</sup> day of June 2022 by the Town of Rolesville Board of Commissioners.

  
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Ronnie Currin  
Town of Rolesville Mayor

**CERTIFICATION**

I, Robin Peyton, Town Clerk for the Town of Rolesville, North Carolina, do hereby certify the foregoing to be a true copy of an ordinance duly adopted at the meeting of the Town Board of Commissioners held on this, the 7<sup>th</sup> day of June 2022.

In witness whereof, I have hereunto set my hand and caused the seal of the town of Rolesville to be affixed this 7<sup>th</sup> day of June 2022.

  
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Robin E. Peyton  
Town of Rolesville Clerk

