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OFFICE WEST VIRGINIA SECRETARY OF STATE

# WEST VIRGINIA LEGISLATURE

FIRST REGULAR SESSION, 2003

# ENROLLED

# House Bill No. 2840

(By Delegates Leach, Craig, Morgan, Smirl, Sobonya and Howard)

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Passed March 8, 2003

In Effect Ninety Days from Passage

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OFFICE WEST VIRGINIA SECRETARY OF STATE

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## H. B. 2840

(BY DELEGATES LEACH, CRAIG, MORGAN, SMIRL, SOBONYA AND HOWARD)

[Passed March 8, 2003; in effect ninety days from passage.]

AN ACT to amend and reenact sections two, three, four and six-a, acts of the Legislature, regular session, one thousand nine hundred twenty-five (municipal charters), as last amended by chapter one hundred ninety-four, acts of the Legislature, regular session, one thousand nine hundred eighty-three, all relating to the Greater Huntington Park and Recreation District; increasing the number of members on the board.

Be it enacted by the Legislature of West Virginia:

That sections two, three, four and six-a, chapter twenty- six, acts of the Legislature, regular session, one thousand nine hundred twentyfive (municipal charters), as last amended by chapter one hundred ninety-four, acts of the Legislature, regular session, one thousand nine hundred eighty-three, be amended and reenacted, all to read as follows:

#### GREATER HUNTINGTON PARK AND RECREATION DISTRICT.

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MATCH.

§2. Greater Huntington park and recreation district; composition, terms of office; political affiliation; no commissioner may hold another elected public office; compensation; expenses; no commissioner may be personally interested in contacts or property controlled by the board.

2

1 (a) The purpose of the board of park commissioners of the 2 city of Huntington as heretofore created and established by the 3 acts hereby amended and reenacted, shall be to establish, own, 4 develop and operate a park system for the benefit, health, 5 safety, welfare, pleasure and relaxation of the inhabitants of the 6 Greater Huntington Park and Recreation District and shall hereafter be known as the "Greater Huntington Park and 7 8 Recreation District."

9 (b) The park district shall be governed by eleven commis-10 sioners; ten of whom shall be elected from Cabell County, but 11 no more than two of whom shall be elected from any one 12 magisterial district, and one of whom shall be elected from 13 Westmoreland magisterial district in the county of Wayne. The 14 commissioners shall be elected pursuant to paragraph (1), 15 subdivision (1) of this subsection.

(1) Commissioners of the park district shall be elected in
the general election for state officers on the first Tuesday after
the first Monday in November and in the manner prescribed by
law for the nomination and election of district officers, except
as provided in this subsection.

At the general election in the year, one thousand nine hundred eighty-four, there shall be elected six commissioners. One commissioner shall be elected from the Westmoreland magisterial district in the county of Wayne. Five commissioners shall be elected from the county of Cabell. In Westmoreland district of Cabell County the person receiving the highest number of votes shall be elected for a term of six years. In Cabell County, the three persons receiving the highest number
of votes shall be elected for a term of six years, the person
receiving the next highest number of votes shall be elected for
a term of four years, and the remaining elected commissioner
shall be elected for a term of two years.

Beginning at the general election in the year, one thousand
nine hundred eighty-six and every sixth year thereafter, there
shall be elected three commissioners who shall be elected for a
term of six years.

Beginning at the general election in the year, one thousand
nine hundred eighty-eight and every sixth year thereafter, there
shall be elected three commissioners who shall be elected for a
term of six years.

Beginning at the general election in the year, one thousand
nine hundred ninety and every sixth year thereafter, there shall
be elected four commissioners who shall be elected for a term
of six years.

Beginning at the general election in the year, two thousand
four, and every sixth year thereafter, there shall be elected four
commissioners from the county of Cabell who shall be elected
for a term of six years.

Beginning at the general election in the year, two thousand
six, and every sixth year thereafter, there shall be elected three
commissioners from the county of Cabell who shall be elected
for a term of six years.

Beginning at the general election in the year, two thousand
eight, and every sixth year thereafter, there shall be elected four
commissioners who shall be elected for a term of six years. One
commissioner shall be elected from the Westmoreland magisterial district in the county of Wayne. Three commissioners shall
be elected from the county of Cabell.

(2) The commissioners in office upon the effective date of
this act under the authority of the acts hereby amended and
reenacted, shall continue in office for the term for which they
were elected.

63 (c) No elected commissioner shall hold any other elected or64 appointed public office.

(d) Commissioners shall receive no compensation for their
services as commissioners, but they shall be entitled to reimbursement for all reasonable and necessary expenses actually
incurred in the performance of their duties as commissioners.

(e) Commissioners shall have no personal financial interest,
directly or indirectly, in any contract entered into by the park
district, or hold any remunerative position in connection with
the establishment, construction, improvement, extension,
development, maintenance or operation of any of the property
under their control as commissioners.

#### **§3.** Vacancies in office of park commissioners.

1 Any vacancy which may occur in the office of an elected 2 commissioner, by death, resignation, refusal to serve, or 3 otherwise, shall be filled by the park district within sixty days 4 thereafter, by appointment of a suitable person, and the person 5 so appointed shall hold office until the next election for 6 commissioners, when a person shall be elected for the remain-7 der of the unexpired term of commissioner.

#### §4. Oath of commissioners; election of officers; election of other officers; duties of officers; bond of secretary; secretary pro tempore.

- 1 (a) After appointment or election, and before entering upon
- 2 his duties as commissioner, each new commissioner shall take

3 the following oath as administered by the county clerk of Cabell4 or Wayne County as appropriate and convenient:

5 "I ..... do solemnly swear that I will faithfully
6 perform the duties as a member of the Greater Huntington Park
7 and Recreation District during the term for which I was elected,
8 to the best of my ability according to law."

9 (b) At the park district's first meeting and every year 10 thereafter, it shall elect one of its members as president, and another member as vice-president. The park district shall elect 11 a secretary who need not be a member of the park district, as 12 13 well as elect a member of the park district who shall serve as treasurer. The park district shall have the power to appoint from 14 15 among its members such other officers as it deems necessary 16 and to delegate such duties and authority to these other officers as is consistent with carrying out the purposes of this charter. 17 18 Any officer may be removed from office, upon adequate notice 19 and hearing, although not relieved of his duties as a commissioner, by a vote of the majority of commissioners present and 20 21 voting.

(c) The officers of the park district shall have the following
specified duties and any duty which is reasonably inferred
therefrom and which is consistent with carrying out the
purposes of this charter.

26 (1) President. -- The president shall perform such duties as 27 ordinarily devolve upon the president officer of a deliberative 28 body, except that he shall have a vote upon each and every 29 question as every other commissioner, but he shall have only 30 one vote on each question. Additionally, the president shall: (a) Act as chief administrative officer and legal representative of 31 32 the park district; (b) represent and speak for the park district to other organizations and to the public; (c) appoint committees 33

and delegate duties; and (d) sign letters or documents necessaryto carry out the will of the park district.

36 (2) Vice-president. — The vice-president shall assume the
37 duties of the president in case of the absence or incapacity of
38 the president and shall become president on the death, resigna39 tion or permanent incapacity of the president as determined by
40 the park district.

41 (3) Secretary. — The secretary shall be the chief recording 42 and corresponding officer and the custodian of the records of 43 the park district. The duties of the secretary shall be to: (a) Take 44 careful and authentic notes of the proceedings of the meetings 45 as a basis for preparing the minutes; (b) prepare and certify the correctness of the minutes and enter them in the official minute 46 47 book; (c) read or circulate the minutes to the commissioners for 48 correction and approval; (d) enter any corrections approved by 49 the commissioners in the minute book and initial them; (e) record and attest by his signature the approved minutes as the 50 51 official minutes of the park district, with the date of approval; 52 (f) provide the presiding officer of the assembly with the exact 53 wording of a pending motion or of one previously acted on; (g) 54 prepare a list of members and call the roll when directed by the 55 presiding officer; (h) read all papers, documents or communications as directed by the presiding officer; (i) bring to each 56 meeting the minute book, a copy of ordinances, rules and 57 58 policies, a list of the members, a list of standing and special 59 committees, and a copy of the parliamentary authority adopted 60 by the organization; (i) search the minutes for information requested by officers or members; (k) assist the presiding 61 62 officer before each meeting in preparing a detailed agenda; (l) 63 preserve all records, reports and official documents of the park district except those specifically assigned to the custody of 64 65 others as well as preserve all papers containing evidence of 66 title, contracts and obligations; (m) prepare and send required 67 notices of meetings and proposals; (n) provide the chairman of

68 each special committee with a list of his committee members, 69 a copy of the motion referring the subject to the committee, and 70 instructions and other documents that may be useful; (o) 71 provide the chairman of each standing committee with a copy 72 of all proposals referred to it, instructions, or material that may 73 be useful; (p) authenticate official documents by his signature; 74 (q) carry on the official correspondence of the park district as 75 directed, except correspondence assigned to other officers; (r) 76 make available the minute book for public inspection as a 77 public record; (s) codify and preserve all ordinances enacted by 78 the park district.

79 For this service the secretary, who is not a commissioner, 80 may receive such compensation as the park district may allow. 81 Before entering upon the duties of his office, the secretary shall 82 enter into a bond with one or more sureties deemed sufficient 83 by the park district and approved by the park district, condi-84 tioned upon the faithful performance of his duties, the bond to 85 be payable to the Greater Huntington park and recreation 86 district in such penal sum as the park district determines, which 87 bond shall be filed with the park district for safekeeping. In the 88 secretary's absence, the park district may appoint a secretary 89 pro tempore.

90 (4) *Treasurer*. — The treasurer shall be responsible for the 91 collection, safekeeping, investing and expenditure of all funds and assets of the park district, and for keeping an accurate 92 93 financial record thereof which record shall be available for 94 public inspection. Before entering upon the duties of his office, 95 the treasurer shall enter into a bond with one or more sureties 96 deemed sufficient by the park district, and approved by the park 97 district, conditioned upon the faithful discharge of his duties 98 and the account for and paying over, as may be required, all 99 moneys which may come into his possession by virtue of his office. Such bond shall be in such penal sum as the park district 100 101 may require, payable to the Greater Huntington park and

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recreation district and filed with the park district for safekeep-ing.

#### §6a. Comprehensive plan.

- 1 No later than the first day of January, two thousand four,
- 2 and every fifth year thereafter, the park district shall prepare
- 3 and make public a comprehensive plan as to the future develop-
- 4 ment of the park district.

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That Joint Committee on Enrolled Bills hereby certifies that the foregoing bill is correctly enrolled.

Chairman \$enate Committee Chairman House Committee

Originating in the House.

In effect ninety days from passage

Clerk of the Senate

Same 3. Band Clerk of the House of Delegates m Presider the Senate

Speaker of the House of Delegates

lisapprovations the The within \_ 14 day of March 2003. Governor

PRESENTED TO THE GOVERNOR Date <u>3/14/03</u> Time <u>9:45 kn</u>