

Proposed Local Law \_\_\_\_\_ 2013

A local law repealing Local Law No. 4 of the year 2008, the Town of Dryden Recreation Commission Law, and establishing the Town of Dryden Recreation and Youth Commission.

1. Short Title. This local law shall be known as the Town of Dryden Recreation and Youth Commission Law.
2. Commission; Membership; Appointment. (a) A Commission consisting of nine (9) members, appointed by the town board, to be known as the Town of Dryden Recreation and Youth Commission is hereby created. The members shall be divided into three (3) classes, with the terms of the members in each class expiring December 31 of each year.
  - (b) i. The terms of members currently serving on the Town of Dryden Recreation Commission shall expire on the effective date of this local law.
  - ii. The terms of members currently serving on the Town of Dryden Youth Commission shall also expire on the effective date of this local law.
  - (c) i. Following the effective date of this local law, the town board may appoint nine (9) members to the Recreation and Youth Commission. All members must be 16 years of age or older.
  - ii. One (1) member shall be a faculty/staff member or administrator from Dryden Central School with knowledge of students and facilities (e.g., athletic director, guidance counselor, etc.). The town board may also appoint an alternate member from this class whose term shall also be the same as the regular member appointed under this sub-section. Such alternate member shall serve in the absence of the regular member and shall have the same powers hereunder as the regular member. The town board may consult the Superintendent of Schools as to the appointment of the member and alternate member from this class.
  - iii. For the members initially appointed:
    - Three (3) members terms shall expire December 31, 2013
    - Three (3) members terms shall expire December 31, 2014
    - Three (3) members terms shall expire December 31, 2015
  - (d) Following the expiration of the terms of the members appointed in sub-section (c)(iii) above, appointment of members shall be for terms of three (3) years.

- (e) Members are expected to attend all regularly scheduled and specially scheduled meetings. In the event that a member is absent from three (3) consecutive meetings, or in the event that a member is absent from five (5) meetings within any one (1) calendar year, such member may be removed pursuant to the provisions of Local Law No. 1 of the year 2002.
  - (f) A quorum shall consist of five (5) members and a majority of the total members shall be required to adopt recommendations.
  - (g) The Town Supervisor and/or his/her appointee(s) and the Town Recreation Director shall be ex-officio non-voting members of the Commission.
3. Officers. At the first meeting of each calendar year, the Commission shall elect from its membership, a chair and a vice-chair.
- (a) The Chair shall preside at all meetings. The Chair shall appoint all committees and all committee chairs;
  - (b) The Vice-Chair shall perform the duties of the Chair in the absence of the Chair.
4. Rules. (a) The Commission shall adopt rules governing its procedure and the conduct of its members, which rules shall be submitted to the town board and approved by the town board prior to the time such rules (or any amendments thereto) shall become effective.
- (b) The Commission may establish sub-committees comprised in part with non-members. Sub-committees are empowered to make recommendations to the Commission. Sub-committee members are appointed by the Chair.
5. Compensation; Expenses. Members shall serve without compensation except they may be reimbursed for their mileage and other prior approved disbursements pursuant to policies established by the town board.
6. Prior Approval Required. The town board has the power and the control of the fiscal affairs and expenditures of the Commission. The town board must approve all contracts and payment of claims. No act taken by the Commission shall bind the town nor shall the Commission be authorized to commit any town monies without the prior express approval of the town board.
7. Mission; Responsibility (a) The mission of the Commission is to help provide a high quality of life for all town residents by assisting in facilitating opportunities to participate in healthy and satisfying recreation and leisure activities, and supporting and increasing access of town youth to programs that build skills, confidence, leadership, and supportive relationships with peers and adults.

- (b) The Commission shall act as an advisory body to the Recreation Department and town board, and as a liaison to the community, Dryden Central School District, the Villages of Dryden and Freeville and Tompkins County.
- (c) The Commission shall provide guidance for the Recreation Department in the following capacities: input and review of annual budget proposals, the operation of recreation and youth development programs, review of policy and guidelines for programs and the use of indoor and outdoor recreation facilities, and the development of creative ideas for providing recreation and youth development programs.
- (d) The Commission shall strive to provide programs dedicated to the positive development of youth, especially underserved youth.
- (e) The Commission shall review all requests for municipal funds for youth development programs and may recommend programs or program changes to the town board.
- (f) The Commission shall abide by all rules and procedures of the town and shall observe all guidelines of other funding entities.
- (g) The Commission shall strive to provide youth with a voice in issues and matters before the Commission.
- (h) The Commission shall act in an advisory capacity to the town board on recreation, youth development and community matters in the following manner:
  - i. input in the interview and selection of the Recreation Director;
  - ii. recommend funding allocations for community association grant and youth development programs;
  - iii. indoor and outdoor recreational facilities;
  - iv. recreation programs;
  - v. youth programs, with an emphasis on reaching underserved youth in the Dryden Central School District;
  - vi. monitor town-funded recreation and youth development programs for effectiveness and quality;
  - vii. research and recommend, if applicable, additional programs and recreation facilities;

- viii. by participation in the Tompkins County Comprehensive Youth Services Plan to ensure coordination with other youth service providers in order to maximize utilization of available resources;
  - ix. explore alternative funding sources, especially grants;
  - x. encourage inclusive, comprehensive, local recreation and youth programs for all town residents;
  - xi. report to the town board on such other matters as the town board may request.
- (i) The Commission shall act as a liaison to the community and Dryden Central School District, community associations, the villages of Dryden and Freeville, the Recreation Department, and the town board by:
- i. fostering a relationship between the community and Recreation Department to ensure that programs are developed and provided to meet community needs;
  - ii. providing a forum for communication between the residents of the town, community associations, and volunteer and school organizations that support community programs within the town;
  - iii. striving to increase public awareness of recreation and leisure opportunities, youth development opportunities and their respective benefits;
  - iv. encouraging the development of volunteer-coordinated activities;
  - v. providing the town board, the boards of trustees of the Villages of Dryden and Freeville, and the Dryden Central School District board of education with copies of the minutes of its meetings;
8. Needs Assessments. (a) The Commission is empowered to assess the recreation and youth program needs and priorities of the community and make recommendations to meet these needs.
- (b) In order to comply with county and state funding requirements, every three (3) to five (5) years the Commission shall conduct a youth development needs assessment to:
- i. analyze the existing youth services, determine gaps in services and design programs to avoid duplication;

- ii. analyze local, state and national trends in youth risk behavior in order to recommend programs;
- iii. encourage participation of youth who are normally not attracted to existing programs.

(c) The Commission shall periodically:

- i. analyze existing recreation opportunities and facilities, determine gaps in services and design programs to avoid duplication;
- ii. reassess programs to determine if they meet the needs for which they were originally designed;
- iii. survey residents of the town to identify recreation interests and opportunities.

9. Reports. (a) The Recreation Director shall deliver a quarterly report to the Commission.

(b) Staff or a representative from each youth development program funded by the town shall attend Commission meetings regularly to report and advise the Commission and assure the coordination of Commission-sponsored programming.

(c) The Commission will annually review reports from community associations receiving the town grants to assure all obligations of the grant have been completed.

10. Repealer. (a) Local Law No. 4 of the year 2008 (a local law repealing Local Law No. 1 of the year 2000 and Local Law. No. 3 of the year 2002, which respectively 1) established the Town of Dryden Recreation Commission, and 2) clarified the terms of members and provided for an increase in the number of members; and to re-establish the Town of Dryden Recreation Commission) is hereby repealed.

(b) Resolution No. 182 (1990) (Formation of Youth Commission) is hereby rescinded.

11. Effective Date. This local law shall take effect upon filing with the Secretary of State.