
Chapter 2.49 EVENTS COMMITTEE

Sections:

- [2.49.010](#) Definitions.
- [2.49.020](#) Membership – Confirmation.
- [2.49.030](#) Term of office – Vacancy filling.
- [2.49.040](#) Replacement for unexcused absences.
- [2.49.045](#) Ad hoc committee members.
- [2.49.050](#) Meetings – Time and place.
- [2.49.060](#) Special meetings authorized when.
- [2.49.070](#) Meetings – Quorum – Order of business.
- [2.49.080](#) Appointment of officers.
- [2.49.090](#) Chair duties.
- [2.49.100](#) Vice chair duties.
- [2.49.110](#) Secretary duties.
- [2.49.120](#) Authority.

2.49.010 Definitions.

Words used shall have the following meanings:

- A. “Committee” means the events committee.
- B. “Recreation event” means any parade, run, street dance, fund raising activity or public gathering designed to serve the recreational needs of the Milton community. (Ord. 1770 § 1 (Exh. A), 2011).

2.49.020 Membership – Confirmation.

The membership of the committee shall be composed of 11 members who shall be appointed to a definite term by the mayor and confirmed and ratified by the council. All members shall be qualified and interested citizens who reside within or outside the city and no member shall receive any compensation for his/her service. (Ord. 1786 § 1, 2012; Ord. 1770 § 1 (Exh. A), 2011).

2.49.030 Term of office – Vacancy filling.

Members appointed to the committee by the mayor shall serve for a term of four years; provided, that terms for initial appointments to newly created seats in the committee may be less than four years, at the discretion of the mayor, to stagger the expiration of the terms evenly throughout a four-year cycle. Each successor shall be appointed for a term of four years. Vacancies for the remainder of any unexpired term shall be filled through appointment by the mayor and confirmed by the council. (Ord. 1786 § 2, 2012; Ord. 1770 § 1 (Exh. A), 2011).

2.49.040 Replacement for unexcused absences.

The position of a committee member who has accumulated three unexcused absences in one year shall be deemed vacated upon a determination by the mayor that the absences are unexcused. The mayor shall have the sole authority to excuse absences. (Ord. 1770 § 1 (Exh. A), 2011).

2.49.045 Ad hoc committee members.

From time to time, the mayor may make appointments of ad hoc committee members to the events committee for the planning, coordinating and operations of specific city events. These appointments shall be made for specific time periods, and shall not require ratification of the city council. The same initial qualification requirements for appointment to the events committee shall apply to appointment to an ad hoc committee. Appointees to an ad hoc committee are not required to be members of the events committee. (Ord. 1786 § 4, 2012).

2.49.050 Meetings – Time and place.

The committee shall establish the time and place of regular monthly meetings within its bylaws. Changes to meeting times and places shall be posted pursuant to law. (Ord. 1770 § 1 (Exh. A), 2011).

2.49.060 Special meetings authorized when.

Special meetings may be called at any time upon the request of the chairman, the mayor or any two members; provided, that all members of the committee must be notified prior to any special meeting. (Ord. 1770 § 1 (Exh. A), 2011).

2.49.070 Meetings – Quorum – Order of business.

Five members of the committee shall constitute a quorum at any regular or special meeting. When less than five members are present, the chairman may hold an unofficial meeting and may ask for minutes to be distributed as unofficial minutes. No final action shall be taken at an unofficial meeting. The order of business at meetings of the committee shall be determined by the chairman and his or her prepared agenda. (Ord. 1786 § 3, 2012; Ord. 1770 § 1 (Exh. A), 2011).

2.49.080 Appointment of officers.

The mayor shall appoint all of the officers of the committee. (Ord. 1770 § 1 (Exh. A), 2011).

2.49.090 Chair duties.

It shall be the duty of the chair to preside at all meetings of the committee; to sign such official papers as are approved by the committee; and to prepare an agenda to be distributed to all members of the committee prior to the next regular meeting. (Ord. 1770 § 1 (Exh. A), 2011).

2.49.100 Vice chair duties.

The vice chair shall perform the duties of the chair in the absence of the latter. (Ord. 1770 § 1 (Exh. A), 2011).

2.49.110 Secretary duties.

The secretary shall keep a record of all meetings; shall send copies of the minutes to all members for approval at the following meeting; and shall provide copies of the minutes to the city administration. (Ord. 1770 § 1 (Exh. A), 2011).

2.49.120 Authority.

The committee shall be responsible for making recommendations to the mayor on the planning, coordinating and operations of city recreational events such as the Milton Days Parade and Picnic. The committee shall only review and make recommendations on activities specifically assigned by the mayor. The mayor may make decisions on event planning without input from the committee as the mayor deems appropriate.

The committee shall also make recommendations to the mayor on the acceptance of any donations for a recreational event to which the committee has been assigned. The mayor shall have the final authority to accept the donations on behalf of the city. All donations accepted by the mayor shall be reported to the city council. (Ord. 1770 § 1 (Exh. A), 2011).
