

## Duties and Functions

The duties and functions of the Commission are as follows:



- (A) Serve in an advisory capacity to the City Council;
- (B) Maintain an interest in and an understanding of the functions and operations of the Parks and Recreation Department;
- (C) Endeavor to secure a full understanding of the city's needs and desires for parks and recreation facilities and be sensitive to the acceptance within the community of the current programs;
- (D) Convey to the Council its understanding of the community's sentiment regarding recreation and parks and submit recommendations to the Council on parks and recreation programs and policies;
- (E) Review conditions and adequacy of park property;
- (F) Provide hearings for groups or individuals regarding parks and recreation matters;
- (G) Keep informed and consider all financial aspects pertaining to parks and recreation;
- (H) Consider proper names for city park property;
- (I) Propose regulations for control of city park property to the Council;
- (J) Advise and assist architectural engineers on preparation of specific plans prior to their presentation to the Council for formal approval;
- (K) Represent the City at community functions where appropriate and approved by the Council;
- (L) Represent the City at meetings with other communities, county, or state boards of similar nature where appropriate and approved by the Council; and
- (M) Perform other duties and functions or conduct studies and investigations as specifically directed or delegated by the Council.



## Parks & Recreation Commission

The Parks & Rec Commission meets the first Tuesday of each month; 6:30 pm at city hall.



## Parks & Recreation Commission

### Application Information

The City of Spring Lake Park welcomes your interest in serving on the Parks and Recreation Commission. The commission advises the city on matters relating to recreational programs and park development. Individuals on this seven-member volunteer commission serve staggered three-year terms and meet the first Tuesday of each month; 6:00 pm at city hall.

In addition to the meetings, members also help the Recreation Department with large group / family events such as the Turkey Shoot, Santa Breakfast and Parent/Child Mini Golf Tournament. The commission also runs the concession stands at the youth softball tournaments in July. The money raised from these events is put into a special fund used for park development, as recommended by the commission.

If you decide you would like to be considered for an appointment to the Parks and Recreation Commission, please complete an application form and return to the City Administrator.

All applications will be reviewed by the city council. After the review process, the council will vote on and appoint the selected candidate(s) to the commission pending the background check. If you need further information regarding the commission, please contact the Parks and Recreation Director at 763-792-7201.

Thank you for your interest in serving on the Parks & Recreation Commission.