

# CHAPTER 50

## CITY OF PRESQUE ISLE

### *Advisory Board Ordinance*



Initial Adoption: December 15, 1997  
Amended: December 7, 1998  
Amended: January 3, 2000  
Amended: February 4, 2002  
Amended: April 7, 2008  
Amended/Corrected: June 1, 2009  
Amended by the City Council: January 3, 2012  
Repassed: January 7, 2013  
Amended by the City Council: March 3, 2014  
Repassed: January 4, 2017  
Repassed: January 3, 2018  
Repassed: January 6, 2021  
Repassed: January 5, 2022

Attest: Kimberly A. Finnemore  
Kimberly A. Finnemore, City Clerk

City Seal

## CHAPTER 50

### ADVISORY BOARD ORDINANCE

#### **SECTION 1      *PURPOSE***

The purpose of this Ordinance is to create advisory committees for the City of Presque Isle.

#### **SECTION 2      *GENERAL PROVISIONS***

This ordinance shall authorize the creation of Boards, Commissions and Committees that are designed to provide public input into the policy making role of the City Council. Each group may also be used as a sounding board for administrative officers of the City in regards to administrative matters. Each group created under the authority of this ordinance does not have any further authority or responsibility beyond those provided within the ordinance.

In the event that the ordinance is amended at any time in the future that changes the number of members of any group created under the authority of this ordinance, the City Council, at the time of the initial appointment after such change, has the authority to appoint members to terms less than specified within the ordinance in order to provide for a balance rotation of the Board members in future years.

#### **SECTION 3      *LIBRARY BOARD OF TRUSTEES***

There is hereby created a Library Board of Trustees.

This Board shall be responsible for recommending and ensuring that general policies of the Library are instituted and followed. This Board shall be responsible for recommending general policies concerning the operations of the Library to the department head, City Manager and City Council. It shall consist of seven (7) persons who shall be residents of the City of Presque Isle and who shall be appointed on a staggered basis to provide continuity of service. Terms shall be for three (3) year periods. The Finance Director shall serve as an ex-officio non-voting member in addition to the seven member board. Vacancies for any reason shall be filled by the City Council for the unexpired term in each case.

This Board shall also exercise prudent financial administration of private funds donated to the City or Library that are intended for exclusive use by the Library. The administration of all funds entrusted to the Board shall be administered, at the choice of the Board, either by the finance director or a qualified trust administrator. Said funds

shall be expended only by majority vote of the entire seven member board at a duly called meeting. The Board shall have exclusive control and insure that such donated funds received by the Library shall be expended for the purpose of which they were intended. The Board shall have conducted an annual audit of all funds within its control. Said audit shall be performed by a certified public accountant.

Written by-laws governing the Board, as approved by the City Council, shall be maintained by the Board. The by-laws shall be reviewed with the City Council as deemed necessary.

#### ***SECTION 4 RECREATION AND PARKS ADVISORY BOARD***

There is hereby created a Recreation and Parks Advisory Board.

This Board shall be responsible for recommending general policies concerning the operations of the Recreation and Parks Department to the department head, City Manager and City Council. It shall consist of seven (7) persons who shall be residents of the City of Presque Isle and who shall be appointed on a staggered basis to provide continuity of service. Terms shall be for four (4) year periods. One board position shall be from names submitted by the Northern Maine Fair Association. Vacancies for any reason shall be filled by the City Council for the unexpired term in each case.

Written by-laws governing the Board, as approved by the City Council, shall be maintained by the Board. The by-laws shall be reviewed with the City Council as deemed necessary.

#### ***SECTION 5 AIRPORT ADVISORY BOARD***

There is hereby created an Airport Advisory Board.

This Board shall be responsible for recommending general policies concerning the operations of the Airport Department to the department head, City Manager and City Council. The Board shall consist of six (6) members appointed by the City Council who shall be residents of the City of Presque Isle and one (1) resident of Aroostook County nominated by the Aroostook County Commissioners and appointed by the City Council. All members shall be appointed on a staggered basis to provide continuity of service. Terms shall be for four (4) year periods. Vacancies for any reason shall be filled by the City Council for the unexpired term in each case.

Within two months from the effective date of this Ordinance, the Board shall develop and present to the City Council for approval, written by-laws governing the Board.

Written by-laws governing the Board, as approved by the City Council, shall be maintained by the Board. The by-laws shall be reviewed with the City Council as deemed necessary.

## ***SECTION 6 DOWNTOWN REVITALIZATION COMMITTEE***

There is hereby created a Downtown Revitalization Committee.

The Committee shall be responsible for recommending general policies to the Planner, City Manager and City Council that encourage the community to preserve and reinvest in the economic, aesthetic and cultural future of Presque Isle by promoting the viability and vitality of the downtown area. The Committee shall consist of a nine (9) member Board of Directors who shall be appointed on a staggered basis to provide continuity of service. Terms shall be for four (4) year periods. Vacancies for any reason shall be filed by the City Council for the unexpired term in each case.

Written by-laws governing the Board, as approved by the City Council, shall be maintained by the Board. The by-laws shall be reviewed with the City Council as deemed necessary.

## ***SECTION 7 MANAGER AS EX-OFFICIO BOARD MEMBER***

The City Manager shall serve as an ex-officio non-voting member of the Airport Advisory Board, Forum Advisory Board, Library Board of Trustees, Recreation and Parks Advisory Board, and Downtown Revitalization Committee as previously outlined. The attendance of the Manager at board meetings shall be discretionary rather than compulsory. The Manager shall be excused from attendance requirements.

## ***SECTION 8 ALTERNATIVE MEMBERS***

At the sole discretion of the City Council, up to three (3) additional members may be appointed to serve as an alternate member of the Boards governed by this ordinance. Said members shall be appointed for a set term, equal to the maximum allowed per Board. Alternate members shall meet all of the requirements as a regular member except that they may only vote when there is a regular member absent.

## ***SECTION 9 SEVERABILITY***

This ordinance and its various parts, sentences, sections and clauses are hereby declared to be severable. If any part, sentence, section or clause is adjudged invalid, it is hereby provided that the remainder of this ordinance shall not be affected thereby.

***SECTION 10      SUNSET PROVISION***

This Ordinance shall be in force for the term of four (4) years from its effective date. This Ordinance shall become null and void upon the expiration of four (4) years from said effective date, unless recommended and required by the City Council to remain effective prior to such expiration date.