CHAPTER 2.18
PAYSON FOREBAY COMMITTEE

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2.18.010 Payson Forebay Committee Established.

The Payson Forebay Committee is hereby established and shall be managed and operated by the Payson City Council. The purpose and intent of the committee is to improve coordination between Payson residents, staff, appointed and elected leaders and local management agencies and partners to increase opportunities for outdoor recreation through the development of trails and connections within the Payson Forebay Recreation Area.

2.18.020 Duties and Responsibilities.

The Committee shall act in an advisory capacity to the city council and shall have the following duties and responsibilities:

1. To implement the goals and recommendations of the Forebay Area Management Plan ("Management Plan").
2. To advise the city council in all policy matters pertaining to the development of trails and recreation opportunities in the Payson Forebay Recreation Area ("Forebay") through written reports, public presentations, surveys, and other useful materials.
3. To cooperate with local schools, state and federal land management agencies, other government agencies, businesses, and civic groups for the advancement of sound recreation and trail planning and programming.
4. To assist in promoting public trail recreation programs and stimulate public interest in establishing programs, trail adoptions, and other improvement projects related to outdoor recreation facilities.
5. To broaden citizen input by serving as a liaison for individuals and organizations having an interest in outdoor recreation programs and trail improvements.
6. To present recommendations to the city council, and possibly the planning commission, which have been approved by the Committee.
7. To play an active role in coordinating volunteer efforts to maintain the property, including general trail upkeep, signage, and recreation improvements.

2.18.030 Committee Membership and Appointment.

The members of the Committee shall be appointed by the mayor, with the advice and consent of the city council. In organizing the Committee, the mayor and city council shall ensure:

1. Committee members shall be residents of Payson, Utah.
2. The Committee shall consist of seven (7) voting members assigned terms of two (2) years. Initially, appointments will be made for one- and two-year terms to avoid all positions expiring the same year. Each committee member shall be eligible for additional terms if approved by the city council. Non-voting members may be appointed.
3. The Committee should represent a wide spectrum of recreation interests to ensure diversity in recreation facilities and improvements as outlined in the Management Plan.
4. A member of the city council shall be appointed to act as a liaison between the Committee and the City Council, but the city council liaison is not considered an appointed member with voting authority on Committee matters.
5. City staff may or may not be selected as non-voting members to support the Committee as determined by the mayor.
6. The Committee may establish sub-committees or other positions to help carry out its responsibilities.

Candidates will be considered by an application/interview process following advertisement in the Payson Chronicle and the Payson City newsletter mailed in the utility bill.

2.18.040 Committee Member Removal-Vacancies.

Any committee member may be removed by the mayor, with the advice and consent of the city council, for misconduct or neglect of duty. Vacancies occasioned by removals, resignations, change of

resident status, or otherwise, shall be filled for the unexpired term in the same manner as original appointments.

2.18.050 Committee Members to Serve Without Compensation.

Members of the Committee shall serve without compensation, but their actual and necessary expenses incurred in the performance of their official duties may be paid from the general fund as approved by the city council

2.18.060 Officers and Duties.

The Committee shall select a chair, vice-chair, and secretary. These will be twelve (12) month assignments and selected annually. Positions may serve consecutive terms.

1. The Chair's duties shall include:
    a. Organizing and conducting regular meetings, including agendas, locations, and other arrangements.
    b. Presenting an annual report to the city council of the condition and operation of the Committee and progress of Plan implementation.
    c. Making presentations to the planning commission or city council as necessary. This duty may be delegated to another committee member.
    d. Representing Payson residents and city leadership as requested by the city council in recreation and trail planning processes
2. The Vice-Chair's duties shall include:
    a. Supporting the Committee Chair in his/her duties, as assigned.
    b. Leading Committee meetings and business in the absence of the Chair. If the Chair and Vice-Chair are not available, the remaining committee members shall appoint a Temporary Chair to conduct the meeting.
3. The Secretary's duties shall include:
    a. Managing appropriate public outreach, noticing, social media, and other materials on behalf of the Committee.

2.18.070 Meeting Space and Equipment.

The city council shall establish and furnish suitable space for the meetings and the carrying on of the business and functions of the Committee.

2.18.080 Committee Meetings-Absence.

The Committee shall organize and conduct regular meetings at least quarterly, and more often if necessary. The date and time of the meeting shall be set by a majority vote of a quorum.

Absence of a committee member from twenty-five percent (25%) of the Committee's scheduled meetings during any twelve month period shall have the effect of vacating the office of the member unless such absence is authorized or approved by Committee action.

2.18.090 Voting.

The Committee shall vote to make recommendations regarding proposed improvements and activities in the Payson Forebay Recreation Area and the implementation of the Management Plan.

1. Each voting member shall have one (1) vote. A vote shall be taken and recorded by a yes, no, or abstain. Members must be present to vote.
2. A quorum shall consist of four (4) voting members. No meeting is official unless a quorum of members is present.
3. The minimum number of votes required to take any action shall be a majority of those present at the meeting, provided there is a quorum, but shall never be less than four.

The Committee shall have no authority to bind Payson City financially. All recommendations regarding grants, loans or other financial matters shall be determined by the city council. The city council shall make all policy decisions and will act upon all recommendations of the Committee.