

BEAUTIFICATION COMMISSION BY-LAWS

PURPOSE

The Beautification Commission is established by the Taylor City Council to promote the beautification and visual improvement of the City of Taylor and its environs by recognizing and encouraging landscaping, planting and other methods of beautification in all areas; to recognize and encourage community improvements and create educational programs dealing with the beautification and quality of life in the City of Taylor and to encourage and recognize public and private sponsorship of such programs; and to otherwise promote the character, beauty and quality of life in the community.

JURISDICTION

The Taylor Beautification Commission shall operate under the jurisdiction of the City of Taylor Parks and Recreation Department and shall work under the supervision and with the assistance of the Executive Director of that department or his/her designee as an advisor. A city representative, as designated by the Executive Director of the Department of Parks and Recreation will attend all regularly scheduled meetings of the Commission.

MEMBERSHIP

The Taylor Beautification Commission shall consist of a minimum of seven (7) members as appointed by the Mayor with the consent and approval of the City Council. Initially, two (2) members shall serve for a period of one (1) year; two (2) members shall serve for a period of two (2) years; and three (3) members shall serve for a period of three (3) years, respectively. Thereafter, each member shall hold office for a full three (3) year term and any additional members appointed to the Commission shall serve a three year term from the date of appointment. All members of the Beautification Commission shall serve without compensation. All members shall be

qualified electors of the City of Taylor with at least two (2) members of the Commission being an owner or employee of an owner of commercial property in the City of Taylor. Members of the Commission shall be subject to removal by the Mayor at any time without cause. Any vacancy on the Commission shall be filled by appointment by the Mayor for the remainder of the unexpired term with the approval and consent of the Taylor City Council.

MEETINGS

The Beautification Commission shall meet at least once a month on the first Tuesday of each month unless otherwise agreed by a majority of the members of the Commission present at the previous regularly scheduled monthly meeting. Thereafter, meetings will again occur on the first Tuesday of each month. Notice of all meetings will be provided to the Executive Director of the Department of Parks and Recreation when and as scheduled.

If a Commission member misses three (3) consecutive meetings for reasons other than serious illness, the member may be removed from the Commission and the vacancy shall be filled in the same manner as the original appointment.

Minutes of all regular and special meetings of the Commission shall be maintained and transcribed and shall be filed with the Executive Director of the Parks and Recreation Department and the City Clerk prior to the next regularly scheduled meeting.

OFFICERS

At the regularly scheduled meeting of the Commission on the first Tuesday of each December, the members of the Commission shall elect the following officers for a one (1) year term to serve from January 1st to December 31st of each year with the following duties:

(a) Chairperson: The Chairperson shall preside over all meetings of the Commission, shall call special meetings as necessary, shall prepare a written agenda for each meeting prior to the meeting, shall supervise the functions and activities of the Commission, oversee and account

for donations for the benefit of the Commission and shall receive reimbursement for any expenditures from the Department of Parks and Recreation and shall disburse such funds as appropriate, to the Commission members. Any expenditures of the Commission or any of its members shall first be approved by a majority of the Commission and the Department of Parks and Recreation in order to be considered for reimbursement. Any donations to the Beautification Commission shall be made to the City of Taylor Department of Parks and Recreation and the Executive Director of said department or the Executive Director's designee will disburse and allocate donated funds to the Beautification Commission.

(b) Vice Chairperson: The Vice Chairperson shall assist the Chairperson and shall act in his or her place and stead in the absence of the Chairperson.

(c) Secretary: The Secretary shall be responsible for maintaining all records of the Commission, shall perform secretarial functions as requested and authorized by the Commission and shall be responsible for taking, maintaining, transcribing and filing of the minutes of all meetings of the Commission. Meeting minutes shall be prepared and transcribed by the Secretary prior to the next scheduled meeting of the Commission and the minutes shall be presented for approval by the Commission at the next scheduled meeting. Subsequent to approval of the minutes, a true and accurate copy of the minutes shall be filed with the Taylor City Clerk and with the Executive Director of the Department of Parks and Recreation.

EFFECTIVE DATE

These By-laws shall become effective immediately upon approval of the Taylor City Council.