TITLE 2

BOARDS AND COMMISSIONS, ETC.¹

CHAPTER 1

MISCELLANEOUS

SECTION 2-101. Membership to boards and commissions; residency required.

2-101. **Membership to boards and commissions; residency required.** To be eligible for membership to all boards and commissions of the city, the individual shall be a resident of the city. The residency requirement is hereby waived for the three (3) designated local hotel/motel establishments' membership positions on the Oak Ridge Convention and Visitors Bureau Board of Directors, who shall not be entitled to an officer position on the board of directors unless such member is also an Oak Ridge resident. (1969 Code, § 2-7, as amended by Ord. #12-11, Aug. 2011)

¹Municipal code reference

Board of electrical examiners: title 12, chapter 4.
Board of plumbing examiners: title 12, chapter 8.
Equalization board: title 5, chapter 3.
Personnel advisory board: title 4, chapter 2.
CHAPTER 2

ENVIRONMENTAL QUALITY ADVISORY BOARD¹

SECTION
2-201. Definition.
2-203. Terms of members.
2-204. Designation and term of chairperson and vice-chairperson.
2-205. Compensation.
2-206. Functions.
2-207. Meetings; quorum.
2-208. Powers.
2-209. Annual report to council.
2-210. Availability of city facilities and personnel to assist the board.
2-211. Forfeiture of membership by failure to attend meetings; absences; appointment of successor.

2-201. Definition. As used in this chapter, the term board shall mean the environmental quality advisory board created by this chapter. (1969 Code, § 2-101)

2-202. Created; composition. There is hereby created an environmental quality advisory board for the city consisting of twelve (12) members who shall be appointed by the city council. Two members of the board shall be high school students and one member shall be nominated by the Oak Ridge Regional Planning Commission from the membership of said commission. All members shall have one vote for all actions of the board requiring a vote except the two (2) high school students shall share one vote, either from a consensus if both are present at the meeting or individually if only one student is present. If no consensus is possible, then no vote shall be recorded for the students. (Ord. #15-98, May 1998, § 1)

2-203. Terms of members. Of the members first appointed to the board, four (4) shall serve until September 30, 1974; three (3) until September 30, 1975; and three (3) until September 30, 1976. Thereafter all appointments to the board, with the exception of the high school student members, shall be for terms of three (3) years and all terms shall commence on October 1. The high school student members of the board shall serve two-year terms of office. Of the students first appointed after the adoption of this amendment, one (1) shall

¹Charter reference
Advisory boards: art. III, § 5.
serve until May 31, 1999, and one shall serve until May 31, 2000. Thereafter, all appointments of high school student members shall be for two years and all terms shall commence on June 1. If a successor has not been named at the expiration of a member's term, the member shall continue to serve until his or her successor is appointed. Whenever a vacancy occurs, an appointment shall be made for the remainder of the unexpired term. In no case shall the planning commission member serve when his or her term upon the planning commission has expired. In such a case, the planning commission shall nominate to city council a member of the board who shall upon appointment serve the remaining portion of the term of the planning commission member of this board.

As of April 1, 2011, all current members' terms (except for student members which shall remain unchanged) shall be extended through to the following December 31, and all subsequent terms shall commence on a date established by resolution of city council with the term lengths and staggered appointments remaining the same. (Ord. #15-98, May 1998, § 2, as amended by Ord. #3-11, March 2011)

2-204. Designation and term of chairperson and vice-chairperson. The board shall elect from its membership a chairperson, vice-chairperson and secretary. The member appointed from the Oak Ridge Regional Planning Commission shall be excluded from serving as an officer of the board. (1969 Code, § 2-104)

2-205. Compensation. Members of the board shall serve without compensation but may be reimbursed for all necessary expenses incurred in the course of their duties in accordance with the appropriations made by the city council. (1969 Code, § 2-105)

2-206. Functions. The function of the board shall be to serve as an advisory body to the city council. When requested by city council, the board shall give advice and assistance in matters contributing to a quality environment; and further, upon request, it shall advise the city manager and the regional planning commission on specific environmental matters. (1969 Code, § 2-106)

2-207. Meetings; quorum. The board shall hold public meetings at such regular intervals and places as it may designate. A majority of the board shall constitute a quorum for the transaction of business, and all action shall require the concurring vote of a majority of the members present. (1969 Code, § 2-107)

2-208. Powers. In the performance of its function, the board is authorized to adopt bylaws and rules of procedure for the conduct of its authorized activities; the board will recommend for approval and authorization
by the city council a proposed annual work program involving studies for the preservation and improvement of the environment, it shall issue reports and findings on such studies. The board is further authorized to make specific recommendations on environmental questions referred by the city council, city manager, or regional planning commission. (1969 Code, § 2-108)

2-209. **Annual report to council.** The board shall annually prepare a written report of its activities and recommendations and a recommended program of work for the ensuing year for submission to the city council by September 30, of each year which shall be published as a part of the official city records. (1969 Code, § 2-109)

2-210. **Availability of city facilities and personnel to assist the board.** Subject to the approval of the city manager, the facilities and personnel of the city shall be made available to assist the board in carrying out its functions. (1969 Code, § 2-110)

2-211. **Forfeiture of membership by failure to attend meetings; absences; appointment of successor.** Any member of the board who is absent without excuse for three (3) regular meetings during the board year shall cease to hold office as a member of the board. "Excused absence" shall be defined as an absence caused by illness or job requirement which necessitates absence from the city. In order to qualify for an excused absence, the member must notify the chairperson prior to the meeting for which the excused absence is requested. The majority of the members present shall be empowered to determine whether or not any particular absence shall be excused. Appointment of successor by city council shall be for the unexpired term of such member. (1969 Code, § 2-111)
CHAPTER 3

TREE BOARD

SECTION
2-301. Designation of a city tree board.
2-302. Duties and responsibilities of the city tree board.

2-301. Designation of a city tree board. The environmental quality advisory board shall serve as the city tree board. (1969 Code, § 16-1)

2-302. Duties and responsibilities of the city tree board. (1) It shall be the responsibility of the board to develop and update a plan to promote and encourage the care, planting and preservation of trees and shrubs within the community. Said plan shall be submitted to city council for review and approval.

(2) The board, when requested by the city council or city manager, shall consider, investigate, make findings, report and recommend upon any special matter or question coming within the scope of its work. (1969 Code, § 16-2)

1Municipal code reference
Tree topping, pruning, etc.: title 13, chapter 4.