



Board of Community Services Ordinance Update

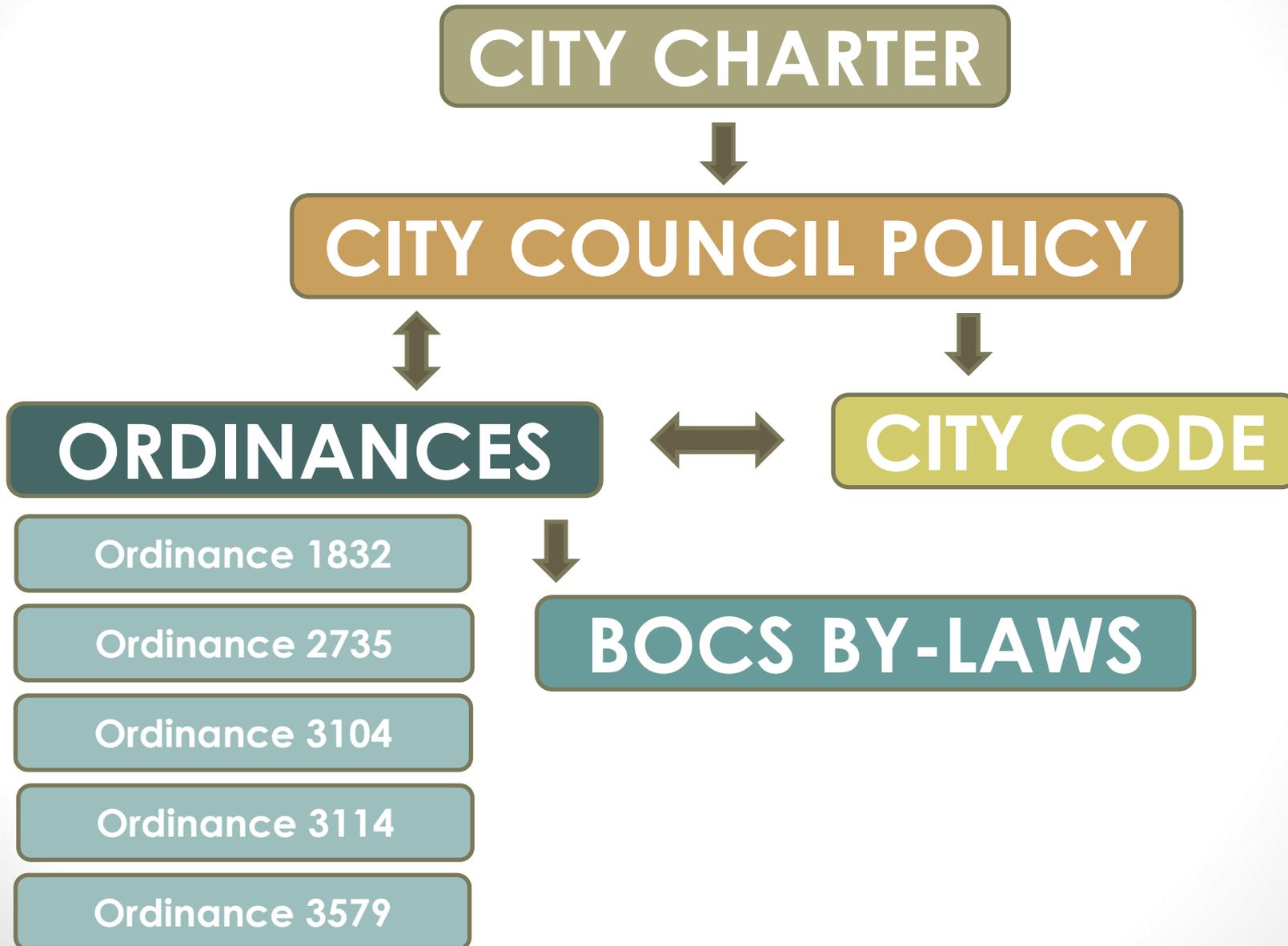
Board of Community Services
October 26, 2022

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BACKGROUND

- **Current City Code & Ordinance require BOCS to have 8 members**
 - Only 7 BOCS Members
 - Only 7 Council Members
- **Higher burden on members to achieve quorum**
- **Does not align with the City Charter or Council Policy 000-06**

BOCS GOVERNING DOCUMENTS



CITY CHARTER

Section 11(b): Participation & Diversity in Boards & Commissions

- Individual council members shall appoint one member
- Terms shall coincide with the term of the appointing council member
- Any board or commission with less than 7 members shall be increased to 7

Changes:

- No updates are needed

COUNCIL POLICY 000-06

Policy 000-06: Appointments to Boards / Commissions / Committees

- Section G covers BOCS
- Adopted in 1976
- Updated 12 times
- Most recent update 2021

Changes:

- No updates are needed

CITY CODE CHAPTER 2-04

Chapter 2-04: Board of Community Services

- **2-04.010: Established**
 - **Change:** Update number of members from eight (8) to seven (7)
- **2-04.020: Meetings – Rules of Procedure**
 - **Change:** Update number of members from five (5) to four (4) to achieve quorum
- **2-04.030: Powers and Duties**
 - **Change:** Reflect any other changes made in new Ordinance

CURRENT ORDINANCES

Ordinance No. 1832 (1976)

Established the BOCS

- Abolished Recreation & Parks Commission and the Community Relations Committee
- Number of Members - 7
- Length and Staggering of Terms
- Rules of Procedure
- Powers and Duties
- Meetings

CURRENT ORDINANCES

Ordinance No. 2735 (1988)

- Reduced the number of Powers and Duties from ten (10) to five (5)

Ordinance No. 3104 (February 1994)

- Established uniform four (4) year terms

Ordinance No. 3114 (April 1994)

- Established procedure for removing members

CURRENT ORDINANCES

Ordinance No. 3579 (2002)

- Amended City Code Chapter 2-04
- Increased number of members from seven (7) to eight (8)
- Combined *Rules of Procedure and Meetings*
- Defined number of members for a quorum as 5

BOCS BY-LAWS

- **Created and approved in 1989**
- **3 pages**
- **No updates**
- **Provides highest level of detail of the BOCS related documents**
 - Powers and Duties
 - Membership
 - Officers
 - Committees
 - Meetings
 - Parliamentary Authority
 - Quorum
 - Amendments

CHANGES

DOCUMENT	CHANGES
City Charter	NO
City Code Chapter 2-04	YES
Council Policy 000-06	NO
Ordinance 3579	YES
BOCS By-laws	YES

GOAL & OBJECTIVES

GOAL: Update City Code, via a new BOCS Ordinance, so that it aligns with the City Charter and City Council Policy 000-06 and reflects what the BOCS does

OBJECTIVES

1. Update Santa Rosa City Code Chapter 2-04
2. Update BOCS By-laws

OBJECTIVE 1

Update City Code Chapter 2-04 via a new BOCS Ordinance

- Number of members would change from eight (8) to seven (7)
- Number of members needed for a quorum would change from five (5) to four(4)
- Any other changes deemed appropriate by the BOCS would be included

OBJECTIVE 2

Update BOCS By-laws

- Reflect the changes deemed appropriate by the BOCS in sufficient detail

NEXT STEPS

- **Form a subcommittee of the BOCS**
 - Name of Board
 - Member Qualifications
 - Committees / Subcommittees
 - Frequency of Review of By-laws
 - Powers and Duties
 - Youth Membership
- **Subcommittee & staff meet regularly**
- **Regular reports to the full BOCS & community**
- **BOCS recommends Ordinance to Council**
- **Council approves Ordinance in 2-meeting process**
- **City Code updated**

DISCUSSION

Staff seeks preliminary discussion and feedback regarding an update to City Code Chapter 2-04 via a new Board of Community Services Ordinance and requests establishing a subcommittee of the BOCS to guide the update.

Questions