



# Board of Community Services Ordinance Update

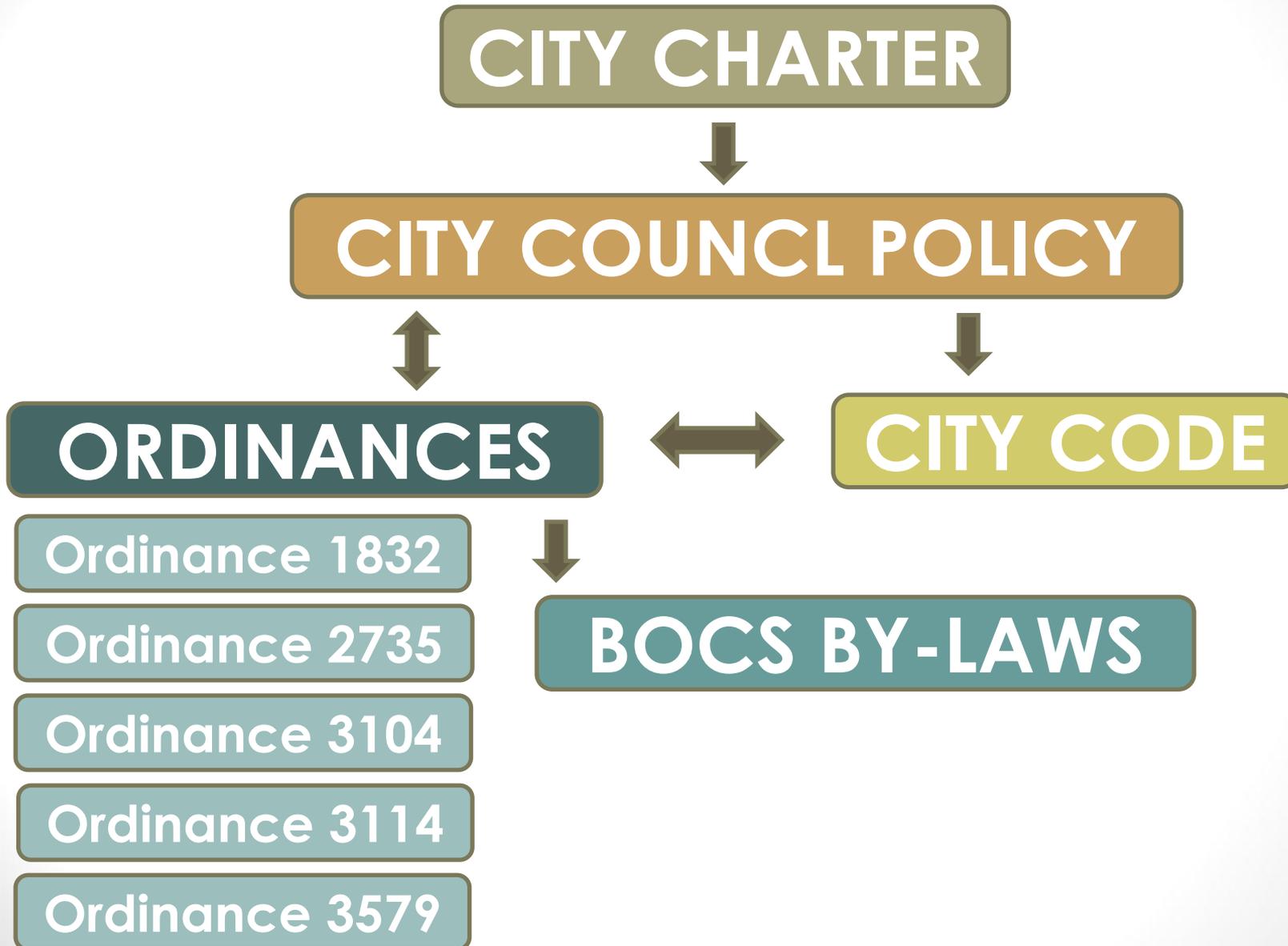
Board of Community Services  
October 26, 2022

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# BACKGROUND

- **Current Ordinance requires 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 RELATED 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 changes made in Ordinance

# CURRENT ORDINANCES

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## 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

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## **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**
- **No updates**
- **3 pages**
- **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 3759	YES
BOCS By-laws	YES

# GOAL & OBJECTIVES

**GOAL:** Update Ordinance so that it aligns with the City Charter and City Council Policy 000-06 and reflects what the BOCS does

## OBJECTIVES

1. Create one Ordinance
2. Update Santa Rosa City Code Chapter 2-04
3. Update BOCS By-laws

# OBJECTIVE 1

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## Create One Ordinance

- All information related to the BOCS would be contained within one ordinance. Currently there are five.
- Number of members would return to seven (7). Quorum would return to four (4)
- Any other changes deemed appropriate by the BOCS would be included

# OBJECTIVE 2

## Update City Code Chapter 2-04

- 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)

# OBJECTIVE 3

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## 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 to reflect changes**

# DISCUSSION

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Staff seeks preliminary discussion and feedback regarding an update of the *Board of Community Services Ordinance* and requests establishing a subcommittee of the BOCS to guide the update.

# Questions