City Council Report

Subject: Community Recognition Commission

Submitted by: City Council Ad Hoc Committee for Community Recognition (Councilmember Yuill, Councilmember Gayaldo)

Date: March 27, 2018

Department: City Council Ord. No. 1091

Recommendation:

Adopt an ordinance of the City Council of the City of Rocklin adding Chapter 2.45 to the Rocklin Municipal Code establishing a Community Recognition Commission

The proposed ordinance was introduced at the regular City Council meeting on March 13, 2018.

DISCUSSION

The City Council established an Ad Hoc committee for the purpose of developing a proposed ordinance to create a Community Recognition Committee, and to lead the efforts of restoring the Ruhkala awards program and building a Wall of Recognition.

A proposed ordinance is presented for the consideration of the City Council. The proposed ordinance is summarized as follows:

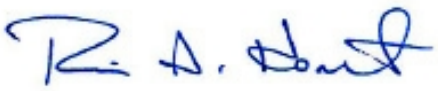
1. Establishes the Community Recognition Commission.
2. The commission will act in an advisory capacity to the City Council on matters pertaining to community recognition, and shall coordinate the Ruhkala awards event and Wall of Recognition event.
3. Provides that members must be residents and registered voters of the City, and would serve four year terms. Two founding members will have two year terms in order to create a staggered rotation of the membership.
4. The commission shall consist of five members, preferably with a broad array of backgrounds and areas of expertise. Members serve at the pleasure of the City Council.
5. The commission will hold regular meetings on a quarterly basis, and have special meetings if needed.
6. Compensation for members of the commission will be set by resolution to be presented at an upcoming meeting.

FINANCIAL IMPACT

There is no fiscal impact from the adoption of this ordinance. However, the ordinance provides that the compensation of the Commission members will be set by resolution. The proposed compensation in the fee resolution is $100 per regular quarterly meeting per member, which will result in an annual expense of approximately $2,000.

ALTERNATIVES

1. Make modifications to the proposed ordinance.
2. Provide further direction to the Ad Hoc Committee.
3. No action.



Ricky A. Horst, City Manager
Reviewed for Content

Steven P. Rudolph, City Attorney
Reviewed for Legal Sufficiency

ORDINANCE NO. 1091

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ROCKLIN
ADDING CHAPTER 2.45 TO THE ROCKLIN MUNICIPAL CODE
ESTABLISHING A COMMUNITY RECOGNITION COMMISSION

The City Council of the City of Rocklin does ordain as follows:

Section 1. Purpose. The purpose of this ordinance is to establish the Community Recognition Commission, and rules and regulations relating to the functioning of the Commission.

Section 2. Authority. The City Council enacts this ordinance under the authority granted to cities by Article XI, Section 7 of the California Constitution.

Section 3. New Chapter. Chapter 2.45 of the Rocklin Municipal Code, titled "Community Recognition Commission", is adopted to read in full as follows:

2.45.010 - Established.

The Community Recognition Commission is established as set forth in this chapter and shall be governed by the rules and regulations set out in this chapter.

2.45.020 - Composition.

The commission shall consist of five (5) members. The City Council, when selecting persons to serve on the commission, shall seek outstanding individuals whose commitment and talents will contribute to the purposes and functions of the commission and who represent a broad array of backgrounds and areas of expertise (such as youth sports organizations, service clubs, local businesses, education sector, arts and culture groups, public safety, civic service clubs, citizens at-large, and philanthropic organizations).

2.45.030 - Residency required.

In order to be eligible to hold office on the commission, a person must be a resident and registered voter of the city. If, during his or her term of office, a member of the commission moves his or her residence outside the city limits, or ceases to be a registered voter of the city, such member's office shall immediately become vacant.

2.45.040 - Term of office.

Members of the Community Recognition Commission shall serve four year terms and until their successor is appointed, unless the term is modified by the Mayor with the consent of the city council. Two of the founding members of the commission shall be appointed to a two year term, so as to stagger the terms of the members.

The members of the commission serve at the pleasure of the City Council and may be removed from office by the vote of a majority of the members of the City Council.

2.45.050 - Compensation.

Compensation for a member of the Community Recognition Commission shall be in an amount established by resolution of the City Council.

2.45.060 - Failure to attend meetings.

In the event a member has three (3) consecutive unexcused absences from regular meetings of the commission, the city council may declare the office of such member vacant. The secretary to the commission shall advise the Mayor through the City Clerk of any member with three (3) consecutive unexcused absences. The chair of the commission has the discretion to determine whether absences are excused or unexcused. Absences should be excused if due to situations such as illness, religious observances, family emergencies, work conflicts, and vacations.

2.45.070 - Meetings.

The commission shall meet quarterly in January, April, July and October on the third Wednesday of the month at 4:00 p.m. or such other time as approved by the City Council, unless that date falls on a legal holiday, in which case the following day shall be the meeting date.

A quorum shall be a majority of the commission. No action of the commission shall be valid without the affirmative vote of at least three members.

All meetings of the commission shall be conducted in accordance with the latest edition of Robert's Rules of Order as published by Webster’s New World, unless the particular rule or matter is otherwise provided for by city ordinance or the commission’s rules and regulations.

A permanent change in the date and time of the regularly scheduled meetings of the commission shall be submitted to the City Council for approval. Such change may be approved by motion, without the need to amend this chapter.

The commission shall keep a record, which shall be available for public inspection, of all of its resolutions, proceedings, and other actions.

The commission may adopt and amend, by the affirmative vote of a majority of its members, rules and regulations for the conduct of the commission's business consistent with this chapter. Such rules and regulations shall be submitted to the City Council and shall not become effective until approved by the City Council.

2.45.080 - Organizational meeting – Officers.

The first regular meeting in January of every year shall be an organizational meeting, at which time the commission shall elect its own chairman and vice chairman, who shall serve in such positions for a period of one year or until their successors are chosen.

2.45.090 - Special meeting.

Special meetings of the commission may be called by the chairman or upon the request of the city council acting through either the mayor or the city manager. Notice of special meeting shall be given at least twenty-four hours in advance of such special meeting.

2.45.100 - Brown Act compliance.

All meetings of the commission shall be held in accordance with the Ralph M. Brown Act and shall be open to the public except as provided by law.

2.45.110 – Purpose and Duties.

The Community Recognition Commission shall act in an advisory capacity to the City Council in matters pertaining to community recognition. The Commission is charged with performing the following specific functions:

1. Coordinate the Ruhkala Awards event in April to coincide with National Volunteer Month of each year. Tasks include, but are not limited to:

    a. Promote, publicize and encourage community awareness and participation in the Ruhkala Awards process and event;
    b. Plan the Ruhkala Awards event;
    c. Develop tools and selection criteria for determining worthy recipient(s);
    d. Solicit nominations for recipient(s) and inform City Council of the opening date of the call for nominations;
    e. Evaluate nominations and select recipient(s);
    f. Recommend recipient(s) to the City Council via Council agenda. During this time Council may provide comments and additional direction to the Commission;
    g. Organize and honor recipient(s) at City Council meeting.

2. Coordinate the Wall of Recognition event in the fall of each year. Tasks include, but are not limited to:

    a. Promote, publicize and encourage community awareness and participation in the Wall of Recognition process and event;
    b. Plan the Wall of Recognition event;
    c. Develop tools and selection criteria for determining worthy recipient(s);
    d. Solicit nominations for recipient(s) and inform City Council of the opening date of the call for nominations;
    e. Evaluate nominations and select recipient(s);
    f. Recommend recipient(s) to the City Council via Council agenda. During this time Council may provide comments and additional direction to the Commission; and
    g. Organize and honor recipient(s) at City Council meeting.

3. Other duties as may be assigned by the City Council, from time to time.

Section 4. Severability. If any section, subsection, sentence, clause or phrase of this Ordinance is determined by a court of competent jurisdiction to be unlawful, unenforceable or otherwise void, that determination shall have no effect on any other provision of this Ordinance. The City Council hereby declares that it would have passed this Ordinance and each section, subsection, clause or phrase hereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared unlawful.

Section 5. Effective Date. Within fifteen days of passage of this ordinance, the City Clerk shall cause the full text of the ordinance, with the names of those City Councilmembers voting for and against the ordinance, to be published in the Placer Herald. In lieu of publishing the full text of the ordinance, the City Clerk, if so directed by the City Attorney and within fifteen days, shall cause a summary of the ordinance, prepared by the City Attorney and with the names of the City Councilmembers voting for and against the ordinance, to be published in the Placer Herald, and shall post in the office of the City Clerk a certified copy of the City Councilmembers voting for and against the ordinance. The publication of a summary of the ordinance in lieu of the full text of the ordinance is authorized only where the requirements of Government Code section 36933(c)(1) are met.

INTRODUCED at a regular meeting of the City Council of the City of Rocklin held on March 13, 2018, by the following vote:

AYES: Councilmembers:
NOES: Councilmembers:
ABSENT: Councilmembers
ABSTAIN: Councilmembers

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Rocklin held on March 27, 2018, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

ABSTAIN: Councilmembers:

_____
Kenneth Broadway, Mayor

ATTEST:

_____
Barbara Ivanusich City Clerk

First Reading: 3/13/18
Second Reading: 3/27/18
Effective Date: 4/26/18