

AN ORDINANCE OF THE CITY OF RICHMOND ADDING CHAPTER 3.50 TO THE MUNICIPAL CODE OF SAID CITY PERTAINING TO A CITY-WIDE COMMISSION ON AGING

The Council of the City of Richmond do ordain as follows:

Section 1. Chapter 3.50 is hereby added to the Municipal Code of the City of Richmond to read as follows:

Chapter 3.50

COMMISSION ON AGING

3.50.010 Creation. There is hereby created a City-wide Commission on Aging.

3.50.020 Purpose and duties. The purpose of this Commission is to improve and develop programs, services and opportunities for the elderly within the City of Richmond. To effectuate this purpose, the Commission shall:

- (1) Identify the problems and unmet needs of the elderly in the community;
- (2) Establish an Annual Plan which delineates the primary problems and unmet needs of the elderly and assign priorities to those problems and needs;
- (3) Enlist the interest and participation of individuals and organizations to assist in resolving the problems and needs in the Annual Plan;
- (4) Coordinate action which improves the resources for the elderly in housing, health, leisure time, rehabilitation, transportation, employment, social and volunteer services;
- (5) Work with the City Council, staff and other citizen advisory boards and commissions as appropriate to provide advice and input on all matters relating to the elderly;
- (6) Work cooperatively with the Contra Costa County Advisory Council on Aging where county-wide action is appropriate;
- (7) Assist others in expediting action and obtaining funds for projects that benefit the elderly;
- (8) Provide a channel of communication between various groups which are or could be providing resources and services to the elderly -- particularly in relation to a county-wide referral information service;
- (9) Perform any other duties as requested by the City Council.

3.50.030 Appointment and qualifications of members. The Commission shall consist of thirteen members who shall not be officers or employees of the City and who shall be appointed by the City Council. All members of the Commission shall be at least sixty years old and residents of the City. All vacancies on the Commission shall be filled by appointment by the City Council for the unexpired term of the appointee's predecessor.

3.50.040 Terms of Office. The term of each member of the Commission shall be for two years; provided, however, that of the members first appointed after the effective date of this section, seven shall be appointed to serve for two years, and six shall be appointed to serve for one year, as determined by lot by such members at the first regularly scheduled meeting following the adoption of this chapter. No member shall serve on the Commission for more than four consecutive years.

3.50.050 Meetings. The Commission shall hold its first meeting within thirty days after all of its members have been appointed. At such meeting, the Commission shall fix the time and place of regularly scheduled meetings which shall not be less than once each month. All meetings of said Commission shall be open to the public.

3.50.060 Absence from meetings. The absence of any member of the Commission from more than three regularly scheduled meetings of the Commission within any twelve-consecutive-months period shall constitute an automatic resignation from the Commission. Such a resignation shall not, however, disqualify an individual from subsequently being appointed to the same, or any other city committee, board or commission. In the event of any such resignation, the vacancy shall be filled by appointment for the unexpired portion of the term of the appointee's predecessor in the manner prescribed in Section 3.50.030.

3.50.070 Officers. The Commission shall elect from among its members a chairperson, vice-chairperson and secretary who shall serve in such capacity for one year, or until the successors are duly elected. In case of a vacancy in any of these positions, the Commission shall elect a successor who shall serve for the unexpired balance of the predecessor's term.

3.50.080 Rules and records. The Commission shall adopt rules for the transaction of business of the Commission which rules shall, among other things, include the manner of calling and giving notice of special meetings and hearings and the appointment and powers of standing subcommittees. Said standing subcommittees may be formed to work on various topics within the scope of public housing. The Commission shall keep records of its resolutions, rules, transactions, motions, orders, findings, recommendations and determinations which shall be open to the public.

Section 2. This ordinance shall take effect and be in force on and after its final passage and adoption.

First read at a regular meeting of the Council of the City of Richmond held December 10, 1979, and finally passed and adopted at a regular meeting thereof held December 17, 1979, by the following vote:

- Ayes: Councilmen Allen, Silva, Greco, Bates, Washington, Wagerman, Livingston, and Corcoran.
- Noes: None.
- Not Voting: Councilman Campbell.
- Absent: None.

Approved:
THOMAS J. CORCORAN

Mayor

HARLAN J. HEYDON
Clerk of the City of Richmond
Approved as to form:
MALCOLM HUNTER
City Attorney

EBC171

State of California)
County of Contra Costa : ss.
City of Richmond)

I certify that the foregoing is a true copy of Ordinance No. 63-79 N.S., finally passed and adopted by the Council of the City of Richmond at a regular meeting December 17, 1979, and published in accordance to law.

Harlan J. Heydon
Clerk of the City of Richmond