



# CITY OF SANTA BARBARA

## ORDINANCE COMMITTEE AGENDA REPORT

**AGENDA DATE:** February 23, 2010

**TO:** Ordinance Committee

**FROM:** Recreation Division, Parks and Recreation Department

**SUBJECT:** Procedures For The Appointment And Service Of A Youth Member To The Parks And Recreation Commission

### **RECOMMENDATION:**

That the Ordinance Committee approve and recommend to City Council an amendment to Section 2.08.020 of the Santa Barbara Municipal Code establishing procedures for the appointment and service of a youth member on the Parks and Recreation Commission.

### **DISCUSSION:**

On November 3, 2009, voters of the City of Santa Barbara overwhelmingly approved Measure C. The ballot measure amends language in the City Charter in order to form a new combined City "Parks and Recreation Commission" with seven members. The powers and duties of the new Commission will be the same as that of the former separate Park Commission and Recreation Commission, except that the amendment grants the new Commission authority to advise the City Council on matters concerning creeks within the City, since the Department has oversight and responsibility for the Creek Restoration and Clean Water Program.

The measure also authorizes, but does not require, the City Council to appoint a youth member, 16 years of age or older, who resides within the City, to serve on the Parks and Recreation Commission. The manner of appointing the youth member and the term of office for the youth member, are to be established by an Ordinance of the City Council. A Subcommittee of 2 Parks and Recreation Commissioners and 2 Youth Council members was formed at the November 18, 2009, Parks and Recreation Commission meeting to develop recommendations for City Council on both.

### **Subcommittee Recommendations**

On January 11, 2010, the Subcommittee met to review the current guidelines for all City advisory committees including recruitment, eligibility, appointment process, and term. The "Guidelines for the City of Santa Barbara Advisory Groups" and a draft ordinance provided by the City Attorney were shared with the Subcommittee. The Subcommittee

determined that the manner of appointment and service of a youth member should follow the process of appointment and service of other members of the Parks and Recreation Commission. For example, applicants must follow instructions to submit an application through the City Clerk's Office and appear for an interview before Council.

The Subcommittee had additional concerns about appointing a youth member that were addressed as follows:

- If a four-year term was decided upon, would youth be dissuaded from applying, knowing they may not be able to fulfill the full term? – Ideas were discussed on ways to encourage applicants including outreach and recruitment through the Youth Council and other community leadership programs. The Guidelines for City Advisory Groups, including service and term, could be shared with interested applicants. The Parks and Recreation Director also explained that she meets with each applicant to explain the role of commissioners and to understand their personal interests in the position. These talks provide a good opportunity to answer questions that a youth applicant may have including ability to fulfill a four-year term.
- What criteria would be used to select a youth member if there were several youth applicants? - Commissioners are interviewed and appointed by City Council, and though decisions may be difficult, it is their responsibility to select the best candidate. The Council utilizes a list of questions (which are also supplied to the applicant) for the interview process. The Subcommittee recommended that an interview question on youth issues be added to the suggested questions that Council may use when interviewing all potential Parks and Recreation Commissioner applicants to assist Council in their decision-making.
- Does the term “youth member” imply a designated commission member category similar to other boards and commissions which have designated representation such as an architect or background in environmental land use planning? - The Subcommittee discussed whether the “youth member” should be a dedicated “youth” representation, meaning that this appointee would specifically represent the youth voice or perspective. The Subcommittee did not interpret previous discussions at the Commission or City Council as direction to create a designated “youth” member position on the Commission. Rather, the intent was to allow a youth the opportunity to serve as a full voting member of the Commission, understanding that the youth would bring a youth perspective to the discussions similar to how other commissioners bring their backgrounds and experience to the position.
- Applicants to City boards and commissions are required to be “qualified electors” in the City of Santa Barbara. A “qualified elector” is a United States citizen, 18 years of age or older and living within the City limits of the City of Santa Barbara. What happens when the youth turns 18 years old? Are they then disqualified from service? Would the “youth” commissioner have to register to vote at age 18 to fulfill the “qualified elector” requirement? The City Attorney added provisions to the draft

ordinance that succinctly reflect what happens when a youth reaches 18 years of age, saying that "reaching the age of eighteen (18) should not disqualify a youth applicant who is appointed to the Parks and Recreation Commission from continuing to serve the balance of his or her term of office." Reasons for disqualification would not deviate from the current guidelines for advisory group members. The youth applicant would be required to live within the City of Santa Barbara.

### **Youth Council Recommendation**

At the January 19, 2010, meeting of the Youth Council, the draft ordinance was approved with a recommendation to forward to the Parks and Recreation Commission.

### **Parks and Recreation Commission Recommendation**

At the January 27, 2010, meeting of the Parks and Recreation Commission, the draft ordinance was approved with a recommendation to forward to the Ordinance Committee.

Staff supports approval of the draft ordinance and recommends the ordinance be forwarded to City Council for adoption.

**ATTACHMENT:** Draft Ordinance Amending Section 2.08.020 Of The Santa Barbara Municipal Code

**PREPARED BY:** Sarah Hanna, Recreation Programs Manager

**SUBMITTED BY:** Nancy L. Rapp, Parks and Recreation Director

**APPROVED BY:** City Administrator's Office

**ATTACHMENT**

**ORDINANCE COMMITTEE DISCUSSION DRAFT 2/23/10  
SHOWING CHANGES FROM THE CURRENT CODE**

**AN ORDINANCE OF THE COUNCIL OF THE CITY OF SANTA BARBARA AMENDING SECTION 2.08.020 OF THE SANTA BARBARA MUNICIPAL CODE AND ESTABLISHING PROCEDURES FOR THE APPOINTMENT AND SERVICE OF A YOUTH MEMBER TO THE PARKS AND RECREATION COMMISSION.**

THE COUNCIL OF THE CITY OF SANTA BARBARA DOES ORDAIN AS FOLLOWS:

**SECTION ONE.** Section 2.08.020 of Chapter 2.08 of Title 2 of the Santa Barbara Municipal Code is amended to read as follows:

**2.08.020 Enumeration and Index.**

A. **BOARD OF AIRPORT COMMISSIONERS:** The appointment of members and their function is delineated in Chapter 18.44 of the Santa Barbara Municipal Code and Section 812 of Article VIII of the City Charter.

B. **ARCHITECTURAL BOARD OF REVIEW:** The appointment of members and their function is delineated in Chapter 22.68 of the Santa Barbara Municipal Code and Section 814 of Article VIII of the City Charter.

C. **BOARD OF CIVIL SERVICE COMMISSIONERS:** The appointment of members and their function is delineated in Section 808 of Article VIII of the City Charter.

D. BOARD OF HARBOR COMMISSIONERS: The appointment of members and their function is delineated in Section 811 of Article VIII of the City Charter and Chapter 17.06 of the Santa Barbara Municipal Code.

E. LIBRARY BOARD: The appointment of members and their function is delineated in Section 807 of Article VIII of the City Charter.

F. ~~PARKS AND RECREATION COMMISSION~~: The appointment of members and their function is delineated in Section 809 of Article VIII of the City Charter.

Deleted: BOARD OF PARK COMMISSIONERS

G. BOARD OF FIRE AND POLICE PENSION COMMISSIONERS: The appointment of members and their function is delineated in Section 815 of Article VIII of the City Charter.

H. PLANNING COMMISSION: The appointment of members and their function is delineated in Section 806 of Article VIII of the City Charter.

I. BOARD OF FIRE AND POLICE COMMISSIONERS: The appointment of members and their function is delineated in Section 816 of Article VIII of the City Charter.

J. ~~BOARD OF WATER COMMISSIONERS~~: The appointment of members and their function is delineated in Section 813 of Article VIII of the City Charter.

Deleted: RECREATION COMMISSION: The appointment of members and their function is delineated in Section 810 of Article VIII of the City Charter.¶  
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**SECTION TWO.** Section 809 of the City Charter allows for the appointment of a person under the age of eighteen (18) to the Parks and Recreation Commission (a “youth member.”) This ordinance supplements the provisions of Article VIII of the City Charter as it concerns the nomination, appointment, and service of any person who is appointed as a youth member to serve on the Parks and Recreation Commission.

**A. PARKS AND RECREATION COMMISSION - APPOINTMENT AND**

**SERVICE.** Members of the Parks and Recreation Commission are appointed and serve terms in office as provided in Article VIII of the City Charter. In general, members of the Parks and Recreation Commission are appointed and serve their terms of office in accordance with Section 802 of the City Charter. Notwithstanding the eligibility requirements specified in Section 802 of the City Charter, Section 809 of the City Charter, as amended by the voters of the City in November 2009, allows one (1) member of the Parks and Recreation Commission to be an individual of age sixteen (16) years or older. The City Council may, but is not required to, appoint a youth member to the Parks and Recreation Commission.

**B. PERSONS UNDER THE AGE OF EIGHTEEN (18) - APPOINTMENT**

**AND SERVICE.** The City Council chooses to consider applicants for appointment as a youth member of the Parks and Recreation Commission in the following manner:

1. The application process for a youth applicant shall follow the process applicable to other applicants for membership on the Commission (as specified in Article VIII of the City Charter and supplemented by resolution of the City Council), except as otherwise provided in this ordinance.

2. A youth applicant need not be eighteen (18) years of age at the time of appointment or during his or her term in office.

3. A youth applicant shall be a resident of the City of Santa Barbara and a citizen

of the United States at the time of appointment and during his or her term in office.

4. Reaching the age of eighteen (18) shall not disqualify a person appointed as a youth member on the Commission from continuing to serve the balance of his or her term in office.

5. If a vacancy is created by the resignation, disqualification, or removal of a youth member on the Commission, the City Council may, but is not required to, appoint a youth applicant to the vacant position on the Commission.

6. If a youth member on the Commission reaches the age of eighteen (18) during his or her term in office, the City Council may, but is not required to, appoint a youth applicant to another vacant position on the Commission.