



City of Santa Ana
20 Civic Center Plaza, Santa Ana, CA 92701
Staff Report
August 6, 2024

TOPIC: Boards and Commissions Biannual Attendance Report

AGENDA TITLE

Receive and File Boards and Commissions Biannual Attendance Report for January Through June 2024 and Make Vacancy Determination(s)

RECOMMENDED ACTION

1. Receive and file Boards and Commissions Biannual Report;
2. Declare that the Section 8 Tenant Seat on the Community Development Commission is vacant due to numerous absences by the previous incumbent; and
3. Provide other direction to staff, if/as needed.

GOVERNMENT CODE §84308 APPLIES: No

DISCUSSION

The Boards and Commissions Attendance Report is prepared biannually to inform the City Council regarding member attendance at board and commission meetings. This report covers the period of January through June 2024.

Pursuant to Santa Ana Municipal Code Section 2-326(c), if a member of a board or commission absents themselves from two regular meetings of such board or commission, consecutively, unless by permission of such board or commission expressed in its official minutes, or fails to attend at least one-half of the regular meetings of such board or commission within a calendar year, or is convicted of a crime involving moral turpitude, or ceases to be a resident of the City, the office shall become vacant and shall be so declared by the City Council.

Should the City Council find that any member of a board or commission meets the above noted absence thresholds, City Council may declare such vacancy and remove the board or commission member from their appointment. Any such vacancy would then be subject to appointment to fill the unexpired portion of the existing term, pursuant to

Santa Ana Municipal Code Section 2- 326(b) and following the required noticing procedures of Government Code Section 54974(a).

On the Community Development Commission, Vince Frazier, the Section 8 Tenant representative, has missed every meeting, without notice, during this reporting period despite numerous and varied attempts by staff to contact him. This is the third consecutive reporting period with the same absences. Staff recommends that City Council declare this position vacant in accordance with the above-referenced Municipal Code section.

For the Rental Housing Board, enough appointees to meet quorum was only obtained over halfway through this reporting period. No meetings have been held and there is no attendance information to report.

All Youth Commission meetings for this reporting period were canceled. Five new appointments have been made since March 2024; the next regularly scheduled meeting of the Youth Commission is planned for Wednesday, August 7, 2024.

ENVIRONMENTAL IMPACT

There is no environmental impact associated with this action.

FISCAL IMPACT

There is no fiscal impact associated with this action.

EXHIBIT(S)

1. Biannual Attendance Reports
2. Roster of Current Vacancies and Expired Terms

Submitted By: Jennifer L. Hall, City Clerk

Approved By: Alvaro Nuñez, Acting City Manager