

**ORDINANCE NO. 14-21 N.S.**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RICHMOND  
AMENDING CHAPTER 3.50 TO THE CITY OF RICHMOND MUNICIPAL CODE  
ENTITLED "COMMISSION ON AGING"**

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Now, therefore, the City Council of the City of Richmond does ordain as follows:

**SECTION 1**

Chapter 3.50 entitled "**COMMISSION ON AGING**" of the City of Richmond Municipal Code is hereby amended as follows (~~strikeout text indicates deletion~~; underline text indicates insertion):

**CHAPTER 3.50**

**Sections:**

- 3.50.010      Creation.**
- 3.50.020      Purpose and Duties.**
- 3.50.030      Appointment and Qualifications of Members.**
- 3.50.040      Terms of Office.**
- 3.50.050      Meetings.**
- 3.50.060      Absence from Meetings.**
- 3.50.070      Officers.**
- 3.50.080      Rules and Records.**

**3.50.010 - Creation.**

There is 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 Mayor with the concurrence of the City Council. All members of the commission shall be at least fifty-five years old and shall reside in West Contra Costa County which shall include areas within the West Contra Costa Unified School District boundaries. Non-Richmond residents may occupy up to one-third of the commission's total membership. 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 four years. Each member may serve an unlimited number of consecutive terms.

### **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, treasurer and secretary who shall serve in such capacity for two years, 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**

If any section, subsection, paragraph, sentence, clause or phrase of this Ordinance is for any reason held by a court of competent jurisdiction to be unconstitutional or invalid, the remaining portions of this Ordinance shall remain in full force and effect. The City Council hereby declares that it would have passed each section, subsection, paragraph, sentence, clause or phrase of this Ordinance irrespective of the unconstitutionality or invalidity of any section, subsection, paragraph, sentence, clause or phrase.

## **SECTION 3**

This Ordinance becomes effective thirty (30) days after its final passage and adoption.

First introduced at a regular meeting of the City Council of the City of Richmond held November 2, 2021, and finally passed and adopted at a regular meeting held November 23, 2021, by the following vote:

AYES: Councilmembers Bates, Jimenez, Martinez, McLaughlin, Willis, and Vice Mayor Johnson III, and Mayor Butt.

NOES: None.

ABSTENTIONS: None.

ABSENT: None.

**PAMELA CHRISTIAN**  
 CLERK OF THE CITY OF RICHMOND  
 (SEAL)

Approved:  
**TOM BUTT**  
 Mayor

Approved as to form:  
**TERESA STRICKER**  
 City Attorney

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

I certify that the foregoing is a true copy of **Ordinance No. 14-21 N.S.**, passed and adopted by the City Council of the City of Richmond at a regular meeting held on November 23, 2021.

  
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 Pamela Christian, City Clerk of the City of Richmond