

City of San Marcos, Texas, Code of Ordinances, General Ordinances, Chapter 2 – Administration, Article 3. - Boards, Committees, and Commissions, Division 9. - Human Services Advisory Board

Cross reference— Human relations, Chapter 46.

Sec. 2.231. - Established; appointment of members; organization.

(a) There is established the human services advisory board. The board consists of eight citizens of the city, appointed by the city council. Seven members will be voting members and the eighth member will be a non-voting member, and will be a person with a degree in social work or with experience in social service administration. All members will be committed to the development and enhancement of human services in the city. Regardless of the original terms of office of the members serving on the board in March 2025, two voting members and the non-voting member shall serve for one year from March 1, 2025, two voting members shall serve for two years from March 1, 2025, and three voting members shall serve for three years from March 1, 2025. As terms expire according to this schedule, all future appointments or reappointments shall be for three years in accordance with the staggered appointment schedule.

(b) The board will annually, at its first meeting following annual appointments, elect a chairperson and vice-chairperson. The board may elect other officers and form committees as it may determine is necessary for the proper performance of its duties.

(Code 1970, § 2-160; Ord. No. 2002-19, § 1, 3-4-02; Ord. No. 2004-69, § 4, 10-25-04 ; Ord. No. 2014-03, § 5, 1-21-14 ; Ord. No. 2018-48 , § 1, 11-20-18)

Sec. 2.232. - Rules and regulations.

The human services advisory board will adopt rules and regulations as it deems best to govern its actions subject to city, state and national laws. The board will meet as needed to fulfill its duties. The regular meetings of the board shall be set on a calendar approved by the board for the upcoming calendar year at the last scheduled meeting of the year. A majority of the board constitutes a quorum, and the concurrence of a majority of the voting members present is required for the determination of matters within its jurisdiction.

(Code 1970, § 2-161; Ord. No. 2002-19, § 1, 3-4-02) Revised per Ordinance 2022-38 3/17/22

Sec. 2.233. - Duties.

The human services advisory board will:

- (1) Conduct an advertised public hearing each year on or before June 15 regarding the proposed application and funding process for human services funding.
- (2) Prepare human services funding application forms and packets.
- (3) Review human services funding applications.
- (4) Make recommendations to the city council about human services funding.

City of San Marcos, Texas, Code of Ordinances, General Ordinances, Chapter 2 – Administration, Article 3. - Boards, Committees, and Commissions, Division 9. - Human Services Advisory Board

(5) Design a form for **quarterly annual** reports to be completed by city-funded human services agencies for the city.

(6) Review **quarterly annual** reports from human services agencies.

(7) Make reports and recommendations to the city council concerning the activities of human services agencies.

(8) Monitor **quarterly** payments to human services agencies.

(9) Conduct hearings on appeals from decisions to terminate funding of human services agencies and render decisions on the appeals.

(10) Take further actions necessary to satisfy the terms of human services contracts between the city and the various agencies and to carry out this division.

(Code 1970, § 2-162)