



## RECOMMENDATION RESOLUTION

Human Services Advisory Board

Recommendation Number: (2022-01RR – HSAB)

A RECOMMENDATION RESOLUTION OF THE SAN MARCOS HUMAN SERVICES ADVISORY BOARD TO THE CITY COUNCIL TO REVISE THE BOARD'S MEETING REQUIREMENT.

WHEREAS, the San Marcos Code of Ordinances, Chapter 2, Article 3, Division 9, Section 2.232 contains the requirement that the Human Services Advisory Board will meet at least once a month; and

WHEREAS, In order to fulfill the duties of the Board required by the ordinance, the Board must meet weekly during the time of application review and as needed the remainder of the year;

NOW, THEREFORE, BE IT RESOLVED BY THE HUMAN SERVICES ADVISORY BOARD OF THE CITY OF SAN MARCOS, TEXAS:

That the Human Services Advisory Board requests that the San Marcos City Council change the language within the San Marcos Code of Ordinances, Chapter 2, Article 3, Division 9, Section 2.232, from "The Board will meet at least once a month." to "The Board will meet as needed to fulfill its duties."

Date of Approval: February 15, 2022

Record of the vote: 7-0

Attest: \_\_\_\_\_

JoAnn Parsons, Board Chair

**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 with experience in social service administration. All members will be committed to the development and enhancement of human services in the city. Members are appointed to three-year staggered terms, with four members being appointed in even-number years, and four members being appointed in odd-numbered years.

(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 ~~at least once a month~~ as needed to fulfill its duties. 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)*

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

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(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)*