

BOARD of SUPERVISORS



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## MEMORANDUM

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Date: November 30, 2020

To: The Honorable Members, Board of Supervisors

From: *ACC* Angela Calvillo, Clerk of the Board

Subject: Revisions to the African American Arts and Cultural District Community Advisory Committee (File No. 201189)

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Board of Supervisors Rules of Order 2.21 establishes certain criteria that must be included in legislation creating and establishing, or reauthorizing, new bodies (boards/commissions/task forces/advisory bodies) and requires the Clerk of the Board to advise the Board on certain matters. In order to fulfill these requirements, the following is provided:

**File No. 201189 Administrative Code – African American Arts and Cultural District**

- Does a current body address the same or similar subject matter?

*No. There is no other body charged with addressing the same subject matter.*

- Language requiring the body to meet at least once every four months

*Yes. Page 3, Lines 4-6, Sections 5.30-5 entitled "Meeting and Procedures" states "Following the inaugural meeting, the Committee shall hold a regular meeting not less than four times a year until the sunset date set forth in Section 5.30-6."*

- Language indicating members serve at the pleasure of the appointing authority

*Yes. Section 5.30-3(a) states that "Members of the Committee shall serve at the pleasure of the Board of Supervisors and may be removed by the Board at any time."*

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- Language establishing attendance requirements

*Yes. Section 5.30-3(c) states that “Any member who misses three regular meetings of the Committee within a six-month period without the express approval of the Committee at or before each missed meeting shall be deemed to have resigned from the Committee ten days after the third unapproved absence.”*

- Number of seats and qualifications

*The Ordinance proposes to amend the current membership to reduce the membership from 15 members down to 7, as follows:*

*Members shall be nominated by the Supervisor for District 10 and appointed by the Board of Supervisors. Members of the Committee shall reside within the boundaries of the African American Arts and Cultural District (the “District”), and shall have the following additional qualifications:*

*Seat 1 shall be held by an owner of a business located in the District.*

*Seat 2 shall be held by an employee of a nonprofit organization located in the District.*

*Seat 3 shall be held by a person with knowledge or expertise regarding the history or culture of the District.*

*Seat 4 shall be held by a youth between ages of 14 to 24, inclusive, at the time of appointment.*

*Seats 5, 6 and 7 shall have no additional requirements - qualifications to state that any positions on the Commission, not allocated to specific types of members, may be filled by persons with experience and knowledge of the mental health system representing the public interest, which may include, but need not be limited to, people who engage with individuals living with mental illness in the course of daily operations, such as representatives of county offices of education, large and small businesses, hospitals, hospital districts, physicians practicing in emergency departments, city police chiefs, county sheriffs, and community and nonprofit service providers.*

- Term limits (i.e., commencement date? staggered terms?)

*Yes. Section 5.30-3(a) states that “Each member may remain on the Committee until the termination of the Committee under Section 5.30-6, unless removed by the Board.”*



- Administering department

*Yes. Section 5.30-3 states “The Mayor’s Office of Housing and Community Development shall provide administrative support for the Committee.”*

- Reporting requirements

*The Advisory Committee was established to advise the Board of Supervisors, the Mayor, and the Mayor’s Office of Housing and Community Development regarding strategies to support and preserve the unique culture and heritage of the African American Arts and Cultural District, and provide input to all City agencies in the preparation of reports required under Administrative Code, Section 107A.2. These department reports shall contain assessments of relevant assets and needs in the District, recommendations on programs, policies, and funding sources that could benefit the District, and other recommendations that could serve the District to advance the goals of Administrative Code, Chapter 107A. The Committee shall also advise the Board of Supervisors, the Mayor, and the Mayor’s Office of Housing and Community Development regarding any potential need to re-examine the boundaries of the African American Arts and Cultural District.*

- Sunset date

*Unless the Board of Supervisors by ordinance extends the term of the Committee, this Article XXX shall expire by operation of law, and the Committee shall terminate, on January 31, 2023. After that date, the City Attorney shall cause this Article XXX to be removed from the Administrative Code.*