

ORDINANCE NO. 4300

AN ORDINANCE OF THE CITY OF HUNTINGTON BEACH
AMENDING THE HUNTINGTON BEACH MUNICIPAL CODE BY
AMENDING CHAPTER 2.106 THEREOF RELATED TO
FOURTH OF JULY EXECUTIVE BOARD

The City Council of the City of Huntington Beach does hereby ordain as follows:

SECTION 1. That the title to Chapter 2.106 of the Huntington Beach Municipal Code entitled is hereby amended to read as follows:

Chapter 2.106 INDEPENDENCE DAY BOARD

- 2.106.010 Established
- 2.106.020 Composition
- 2.106.030 Operating Policies
- 2.106.040 Staff Cooperation
- 2.106.050 Meetings
- 2.106.060 Funding
- 2.106.070 Officers
- 2.106.080 Reserved
- 2.106.090 Reserved
- 2.106.100 Duties of Committee Chairpersons
- 2.106.110 Attendance
- 2.106.120 Quorum
- 2.106.130 Bylaws

SECTION 2. That Section 2.106.010 of the Huntington Beach Municipal Code entitled Established is hereby amended to read as follows:

There is hereby established an Independence Day Board which shall be an advisory body to the City Council, implementing policy as set by the City Council, and shall work with staff and volunteers to assist in coordinating the City's annual Fourth of July parade and celebration.

SECTION 3. That Section 2.106.020 of the Huntington Beach Municipal Code entitled Composition is hereby amended to read as follows:

The Board shall consist of nine to 15 members, appointed by Council upon the recommendation of the Council Liaisons to the Board. The Board may establish committees with committee chairs as necessary to fundraise and provide support for successful coordination of the Fourth of July activities.

SECTION 4. That Section 2.106.030 of the Huntington Beach Municipal Code entitled Operating Policies is hereby amended to read as follows:

Except as otherwise provided in this Chapter, the Board shall conform to the operating policies for boards and commissions as set forth in Chapter 2.100 of this Code.

SECTION 5. That Section 2.106.040 of the Huntington Beach Municipal Code entitled Staff Cooperation is hereby amended to read as follows:

2.106.040 Staff Liaison

The Community and Library Services Department shall provide a staff liaison(s) to the Board. The staff liaison(s) shall be responsible for preparing and posting agenda, taking and distributing minutes, developing and processing the budget, processing contracts/material requisitions, obtaining permits, and coordinating activities among City departments.

SECTION 6. That Section 2.106.050 of the Huntington Beach Municipal Code entitled Meetings is hereby amended to read as follows:

The Board shall establish meeting dates as needed in the Civic Center or a posted location subject to the Brown Act.

SECTION 7. That Section 2.106.060 of the Huntington Beach Municipal Code entitled Funding is hereby amended to read as follows:

All revenues and expenses by the Board and from the Fourth of July parade and all the festivities shall be managed in a pre-determined account(s) by the City, subject to City purchasing and contracting policies and procedures.

SECTION 8. That Section 2.106.070 of the Huntington Beach Municipal Code entitled Officers is hereby amended to read as follows:

The officers of the Board shall be a chair and vice chair. The Board shall elect Officers from its members and such officers shall serve for one year or until their successors are elected.

SECTION 9. That Section 2.106.080 of the Huntington Beach Municipal Code entitled Duties of Officers and Committees is hereby amended to read as follows:

A. Chair. The chair shall:

1. Serve as the chief officer of the Independence Day Board and shall preside at all meetings of the Board.
2. With the advice of the Board, select all committee chairpersons.
3. With the advice of the Board, assign responsibilities subject to approval of the Board.
4. Be the official spokesperson for the Board.

B. Vice Chair. The vice chair shall:

1. Serve as an officer of the Independence Day Board.

2. In the absence or disability of the chair, to perform all the duties of the chair and, when so acting, shall have all the powers of and be subject to all the restrictions upon the chair. The vice chair shall have other powers and perform such other duties as may be prescribed from time to time by the Board.

C. **Committee Chair.** The Ad Hoc and Standing Committees of the Board shall elect Committee Chairpersons to serve as a leader of the committee, hold meetings as needed, and present recommendations to the Board for action with approval of committee members.

SECTION 10. That the title of Section 2.106.090 of the Huntington Beach Municipal Code entitled Duties of Executive Board Members is hereby amended to read as follows:

2.106.090 Reserved.

SECTION 11. That the title of Section 2.106.100 of the Huntington Beach Municipal Code entitled Duties of Committee Chairperson is hereby amended to read as follows:

2.106.100 Reserved.

SECTION 12. That Section 2.106.110 of the Huntington Beach Municipal Code entitled Attendance is hereby amended to read as follows:

Regular attendance at meetings is required to enable the board to discharge its duties. Unless excused, any member who is absent from more than two consecutive meetings, or who is absent from more than one third of the scheduled meetings during a calendar year, shall automatically vacate the office. The chair shall notify and request the Council Liaisons to appoint a new member. All members are encouraged to attend regular Board meetings so their knowledge and expertise may be utilized to the fullest and they can keep abreast of the Board's plans and activities.

SECTION 13. That Section 2.106.120 of the Huntington Beach Municipal Code entitled Quorum is hereby amended to read as follows:

A. At any meeting of the Independence Day Board, a simple majority shall constitute a quorum for the transaction of business.

B. In the event there is no quorum at a meeting, the chair shall adjourn said meeting or shall adjourn to a date certain.

SECTION 14. That this Ordinance shall become effective thirty (30) days after its adoption.

ORDINANCE NO.

PASSED AND ADOPTED by the City Council of the City of Huntington Beach at a regular meeting thereof held on the _____ day of _____, 2023.

Mayor

REVIEWED AND APPROVED:

City Manager

APPROVED AS TO FORM:



City Attorney

INITIATED AND APPROVED:



Assistant City Manager

**LEGISLATIVE DRAFT
HBMC 2.106**

Chapter 2.106 INDEPENDENCE DAY BOARD ~~FOURTH OF JULY EXECUTIVE BOARD~~

2.106.010 Established

There is hereby established an ~~Fourth of July Executive Board~~ Independence Day Board which shall be an advisory body to the City Council, implementing policy as set by the City Council, and shall work with staff and volunteers to assist in coordinating the City's annual Fourth of July parade and celebration.

2.106.020 Composition

The ~~b~~Board shall consist of nine to 15 members, appointed by Council upon the recommendation of the Council ~~L~~Iaisons to the Bboard. ~~All members of the board shall be residents and electors of the City of Huntington Beach. Council liaisons shall possess the power to remove appointees to the board at any time and without cause, and appoint new board members subject to the approval of City Council. The b~~Board ~~will~~may establish committees with committee chairs as necessary to ~~implement~~ implement, fundraise and provide support for successful coordination of the Fourth of July activities.

2.106.030 Operating Policies

Except as otherwise ~~stated herein provided in this chapter~~, the ~~b~~Board shall conform with to the operating policies ~~established for boards and commissions as set forth in Chapter 2.100 of this Code.~~

2.106.040 Staff Liaison Cooperation

The Community and Library Services Department shall provide a staff liaison(s) to the Board. The staff liaison(s) shall be responsible for preparing and posting agenda, taking and distributing minutes, developing and processing the budget, processing contracts/material requisitions, obtaining permits, and coordinating activities among City departments.

~~The board will coordinate with Community Services Department staff whose responsibility it will be to prepare and post agenda, take and distribute minutes, develop and process the budget, process contracts/material requisitions, obtain permits, and coordinate activity among City departments. The Community Services Department shall provide a staff liaison to the board.~~

2.106.050 Meetings

The ~~b~~Board shall establish meeting dates as needed in the ~~City Council Chambers~~ Civic Center or a posted location subject to the Brown Act.

2.106.060 Funding

~~All funds generated by the board will be deposited by the City. All expenses will be paid by the City for the Fourth of July parade and celebration subject to City purchasing and contracting policies and procedures.~~

All revenues and expenses by the Board and form the Fourth of July parade and all the festivities shall be managed in a pre-determined account(s) by the City, subject to City purchasing and contracting policies and procedures.

2.106.070 Officers

The officers of the ~~h~~Board shall be a chair and vice chair. ~~City Council shall appoint the chair and vice chair on an annual basis based upon the recommendations of the Council liaisons and the board.~~ The Board shall elect Officers from its members and such officers shall serve for one year or until their successors are elected.

2.106.080 Duties of Officers and Committee

A. **Chair.** The chair shall:

1. Serve as the chief officer of the ~~Fourth of July Executive Board~~ Independence Day Board and shall preside at all meetings of the ~~h~~Board.
2. With the advice of the ~~h~~Board, select all committee chairpersons.
3. With the advice of the ~~h~~Board, assign responsibilities subject to approval of the ~~h~~Board.
4. Be the official spokesperson for the ~~h~~Board.

B. **Vice Chair.** The vice chair shall:

1. Serve as an officer of the ~~Fourth of July Executive Board~~ Independence Day Board.
2. In the absence or disability of the chair, to perform all the duties of the chair and, when so acting, shall have all the powers of and be subject to all the restrictions upon the chair. The vice chair shall have other powers and perform such other duties as may be prescribed from time to time by the ~~h~~Board.

C. **Committee Chair.** The Ad Hoc and Standing Committees of the Board shall elect Committee Chairpersons to serve as a leader of the committee, hold meetings as needed, and present recommendations to the Board for action with approval of committee members.

2.106.090 Reserved. Duties of Executive Board Members

~~Members shall:~~

~~A. Attend all meetings unless excused by the chair.~~

~~B. Execute all duties as assigned.~~

~~C. Recommend to Council liaisons the removal of any member who has not complied with this chapter of the Municipal Code. (3298-9/95, 3760-2/07)~~

2.106.100 Reserved. Duties of Committee Chairpersons

~~Chairpersons shall:~~

~~A. Serve as leader of committee.~~

~~B. Hold meetings as needed.~~

C. ~~With approval of committee members, present recommendations to the board for action.~~

D. ~~Present written year end report to the board at the first meeting following the Fourth of July each year. (3298-9/95, 3435-11/99)~~

2.106.110 Attendance

Regular attendance at meetings is required to enable the board to discharge its duties. ~~Any member absent from three consecutive meetings without securing the consent of the chair, or the designee of the chair, shall be deemed to have resigned from the board. Unless excused, any member who is absent for more than two consecutive meetings, or who is absent more than one third of the scheduled meetings during a calendar year, shall automatically vacate the office.~~ The chair shall notify the Council liaisons of such resignation and request the Council Liaisons to appoint a new member. All members are encouraged to attend regular board meetings so their knowledge and expertise may be utilized to the fullest and they can keep abreast of the Board's plans and activities. (3298-9/95, 3435-11/99, 3760-2/07)

2.106.120 Quorum

A. ~~At any meeting of the Fourth of July Executive Board Independence Day Board,~~ a simple majority shall constitute a quorum for the transaction of business.

B. In the event there is no quorum at a meeting, the chair shall adjourn said meeting or shall adjourn to a date certain.