ITEM NO. 21

STAFF REPORT

CITY OF OCEANSIDE

DATE: November 19, 2008

TO: Honorable Mayor and City Councilmembers

FROM: Neighborhood Services Department

SUBJECT: **ADOPTION OF A RESOLUTION AMENDING THE BYLAWS OF THE COMMUNITY RELATIONS COMMISSION; APPROVAL OF THE COMMUNITY RELATIONS COMMISSION WORKPLAN FOR FY 2008-2010**

SYNOPSIS

Staff and the Community Relations Commission recommend that the City Council adopt a resolution amending the Bylaws of the City of Oceanside Community Relations Commission, and approve the Commission Workplan for 2008-2010.

BACKGROUND

The Community Relations Commission was created by the City Council in 1991 (R91-70) to "consider and make recommendations to the City Council on policies pertaining to programs and projects which address the needs and promote the diversity of the community." The Bylaws of the Commission were revised in 1998 to include as the purpose, to "promote understanding and eliminate community tension, conflict, discrimination and prejudice based on race, religion, sex, national origin, age, disability, or any other arbitrary factor. The Commission shall inform the community about community relations issues and recommend actions and programs to eliminate prejudice and discrimination." The Commission endeavors to promote a positive image of the City and to enhance community relations through community education and celebration of the special characteristics of the people of Oceanside. The Neighborhood Services Department provides staff support for the Commission.

The Commission has reviewed its workplan and recommended it to the City Council each year for approval with few, if any changes. The Commission has not reviewed its bylaws since 1998. The bylaws follow the City's Standardized Bylaws for City Commissions.

ANALYSIS

The Community Relations Commission was established by the City Council in 1991 as a citizen advisory body with nine members. All commission workplans must be approved by the City Council. Since the Commission's workplan changes very little from year to year, the Commission requests that its bylaws be amended to allow for a

two-year workplan matching the City's two-year budget cycle. This change will not impact the Commission's activities nor restrict its ability to fulfill its purpose in service to the community. Any amendments to the bylaws must be approved by the City Council.

The Commission has reviewed its purpose as stated in the Bylaws and proposes to revise one section in the statement of purpose in the Bylaws as follows:

~~The Community Relations Commission shall consider and make recommendations to the City Council on policies pertaining to programs and projects which address the needs and promote the diversity of the community (including but not limited to senior citizens, youth, minority groups and disabled persons).~~

The Community Relations Commission shall consider and make recommendation to the City Council on policies and programs that promote better understanding and harmony among all people of the City of Oceanside regardless of race, ethnicity, national origin, gender, sexual orientation, age, religion, disability or any other arbitrary factor. The Commission shall endeavor to promote a positive image of the City and to enhance community relations through education and celebration of the special characteristics of the people of Oceanside.

The Commission Bylaws with proposed amendments are attached (Attachment 2). Any amendment to bylaws of a commission must be approved by the City Council.

The workplan for the Commission includes a number of special programs:

- The Commission manages the City of Oceanside Martin Luther King, Jr. Civic Award Program, which recognizes a resident of the City of Oceanside or Marine Corps Base Camp Pendleton who has devoted volunteer time and energy to improve the community. The award is presented at the annual commemoration of Dr. King in January.
- The Commission manages the City of Oceanside Martin Luther King, Jr. Scholarship Program, which awards one-year college scholarships to deserving high school seniors who follow the ideals and teachings of the late civil rights leader. Any graduating high school senior living in Oceanside is eligible to apply for the scholarship. In 2008, the program awarded $50,000 in scholarships to fifteen students from five different high schools; the scholarship program has raised $442,367 since its inception in 1989. All funds for the scholarship program come from community donations; no public funds are used for the scholarship program. There are no racial, ethnic, gender, religious or other arbitrary criteria for either the Civic Award Program or the Scholarship Program.
- The Commission supports and encourages appropriate celebrations and events portraying the cultural heritage of the diverse ethnic groups in the City toward fulfillment of the City's Vision and Mission Statements.

The draft Commission Workplan for FY 2008-2010 is attached (Attachment 3); the Commission recommends adding a new activity [5. a) to its Workplan as follows:

The CRC shall, with assistance from staff of the Neighborhood Services Department and Human Resources Department, prepare and maintain a list of

organizations that promote a positive image of the diverse nature of the City and its residents, and that educate the residents as to the diversity of the City, together with a list of cultural activities and events sponsored each year by such organizations.

FISCAL IMPACT

The programs and activities of the Community Relations Commission are funded solely by community donations and have no impact on the General Fund.

COMMISSION OR COMMITTEE REPORT

The Community Relations Commission at a regular meeting on October 16, 2008, recommended that the City Council approve amendments to the Bylaws of the Commission and that the FY 2008-2010 workplan be presented to the City Council for approval.

CITY ATTORNEY'S ANALYSIS

The referenced documents have been reviewed by the City Attorney and approved as to form.

RECOMMENDATION

Staff and the Community Relations Commission recommend that the City Council adopt a resolution amending the Bylaws of the City of Oceanside Community Relations Commission, and approve the Commission Workplan for 2008-2010.

PREPARED BY:

John A. Lundblad
Management Analyst

SUBMITTED BY:

Peter A. Weiss
City Manager

REVIEWED BY:

Michelle Skaggs Lawrence, Deputy City Manager

Margery M. Pierce, Director, Neighborhood Services DM for MSL

Attachments

1. Resolution amending Bylaws of the Community Relations Commission
2. Bylaws of the Community Relations Commission with proposed amendments
3. Community Relations Commission Draft FY 2008-10 Workplan
4. Community Relations Commission Fact Sheet

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OCEANSIDE AMENDING THE BYLAWS OF THE CITY OF OCEANSIDE COMMUNITY RELATIONS COMMISSION

WHEREAS, the Community Relations Commission was created by the City Council in 1991 (R91-70) to "consider and make recommendations to the City Council on policies pertaining to programs and projects which address the needs and promote the diversity of the community."

WHEREAS, the Community Relations Commission endeavors to promote a positive image of the City and to enhance community relations through community education and celebration of the special characteristics of the people of Oceanside.

WHEREAS, the Community Relations Commission has reviewed the statement of purpose in its bylaws and desires to revise this statement to reflect the Vision and Mission Statements of the City of Oceanside and to address the current goals and objectives of the City with regard to diversity.

WHEREAS, the City's standardized bylaws for commissions include a provision (§ 5.3) calling for submission of an annual fiscal year workplan to the City Council for approval.

WHEREAS, the Community Relations Commission has determined that it can better serve the City Council and the people of Oceanside with the submission of a biennial workplan that matches the City's two-year budget cycle.

NOW, THEREFORE, the City Council of the City of Oceanside does resolve as follows:

SECTION 1. Section 5.3 (Workplan) of the Bylaws of the City of Oceanside Community Relations Commission is amended to provide for submission of biennial workplans to the City Council, the term of such workplans matching the City's two-year budget cycle.

SECTION 2. Section 1.2 (Purpose) of the Bylaws of the City of Oceanside Community Relations Commission is amended to read as follows:

The Community Relations Commission shall promote understanding and eliminate community tension, conflict, discrimination and prejudice based on race, ethnicity, religion,

gender, national origin, age, disability or any arbitrary factor. The Community Relations Commission shall inform the community about community relations issues and recommend actions and programs to eliminate prejudice and discrimination.

The Community Relations Commission will evaluate and consider programs and projects that come before the Commission which represent and address the needs of diverse community groups. To this end, the Commission shall also work toward arriving at amiable solutions.

The Community Relations Commission shall consider and make recommendation to the City Council on policies and programs that promote better understanding and harmony among all people of the City of Oceanside regardless of race, ethnicity, national origin, gender, sexual orientation, age, religion, disability or any other arbitrary factor. The Commission shall endeavor to promote a positive image of the City and to enhance community relations through education and celebration of the special characteristics of the people of Oceanside.

PASSED AND ADOPTED by the City Council of the City of Oceanside, California, this _____day of _____, 2008, by the following vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

_____

MAYOR OF THE CITY OF OCEANSIDE

ATTEST:

_____

City Clerk

APPROVED AS TO FORM:

Barbara Hamilton, ABST.

City Attorney

BYLAWS OF THE CITY OF OCEANSIDE COMMUNITY RELATIONS COMMISSION

ARTICLE I. THE COMMISSION

Section 1.1 **Community Relations Commission**

The name of the Commission shall be the "City of Oceanside Community Relations Commission" (hereinafter referred to as "Commission").

Section 1.2 **Purpose**

The Community Relations Commission shall promote understanding and eliminate community tension, conflict, discrimination and prejudice based on race, **ethnicity,** religion, ~~sex~~ **gender**, national origin, age, disability or any arbitrary factor. The Community Relations Commission shall inform the community about community relations issues and recommend actions and programs to eliminate prejudice and discrimination

The Community Relations Commission will evaluate and consider programs and projects that come before the Commission which represent and address the needs of diverse community groups. To this end, the Commission shall also work toward arriving at amiable solutions.

~~The Community Relations Commission shall consider and make recommendations to the City Council on policies pertaining to programs and projects which address the needs and promote the diversity of the community (including but not limited to senior citizens, youth, minority groups and disabled persons).~~

The Community Relations Commission shall consider and make recommendation to the City Council on policies and programs that promote better understanding and harmony among all people of the City of Oceanside regardless of race, ethnicity, national origin, gender, sexual orientation, age, religion, disability or any other arbitrary factor. The Commission shall endeavor to promote a positive image of the City and to enhance community relations through education and celebration of the special characteristics of the people of Oceanside.

ARTICLE II. MEMBERSHIP

Section 2.1 **Composition**

The Commission shall consist of nine (9) regular voting members and two alternate members identified as alternate I and alternate II. All members must be residents of the City of Oceanside.

Section 2.2 **Terms of Membership**

The initial terms of membership for regular voting members shall be staggered, with the effective date of the Resolution establishing the Commission being the official date on which each term begins. Four (4) members shall serve an initial three (3) year term, four (4) members shall serve an initial two (2) year term, and three (3) members shall serve an initial one (1) year term. The initial term of membership for each commission member shall be determined by a draw of lots at the first regularly scheduled meeting of the commission. Thereafter, regular members shall serve terms of three (3) years.

Alternate members' terms are for two (2) years duration. Positions of alternates are determined by draw. Alternates are to take turns in filling the seats of any absent regular voting members. Alternates are expected to attend all meetings even if they are not filling in for an absent regular voting member.

Section 2.3 **Termination of Membership**

All members serve at the pleasure of the City Council and may be removed during a term. Membership in the commission shall automatically *be* terminated upon any of the following occurrences:

a. The expiration date of the term of membership;

b. The member has three (3) unexcused absences per fiscal year from regular commission meetings without cause and/or without notifying the Chairperson or City Staff.

c. The member has a less than 60% attendance record each fiscal year (includes excused and unexcused absences);

d. The member fails to attend one commission training each term;

e. Upon removal by a majority of the City Council, with or without cause;

f. The member fails to complete and submit the required financial interest disclosure forms to the City Clerk's Office by the specified due date.

Section 2.4 **Resignation**

Any Commission member may resign at any time by giving written notice to the Mayor of the City of Oceanside and the Chairperson of the Commission. Any such resignation shall be effective upon receipt or upon any date specified therein. The acceptance of such resignation shall not be necessary to make it effective.

Section 2.5 **Vacancy**

When a vacancy occurs, the Mayor shall appoint an applicant to fill the vacancy, subject to the provisions and appointment procedures outlined in Chapter 2, article 2.1 of the City code. All alternates will be considered for open regular voting member positions. Vacancies will be filled as expeditiously as is feasible.

ARTICLE III. OFFICERS

Section 3.1 **Officers**

The officers of the Commission shall consist of a Chairperson and a Vice-Chairperson, who each must be a regular voting Commissioner.

Section 3.2 **Chairperson**

The Chairperson shall preside at all meetings of the Commission and shall work with the staff who serve the Commission to submit such agendas, recommendations, and information at such meetings that are reasonable and proper for the conduct of business affairs and policies of the Commission.

Section 3.3 **Vice-Chairperson**

The Vice-Chairperson shall perform the duties of the Chairperson in the absence of the Chairperson. In the event of the resignation, death or removal of the Chairperson, the Vice-Chairperson shall assume the Chairperson's duties until such time as the Commission shall elect a new Chairperson, pursuant to Section 3.6 concerning vacancies.

Section 3.4 **Additional Duties**

At times, officers of the Commission shall perform duties and functions at the request of the Commission or staff, incidental to the offices held by such officers.

Section 3.5 **Election**

The Chairperson and Vice-Chairperson shall be elected by the Commission at one of its initial meetings and annually thereafter at a designated regular meeting from among the Commission members, who shall each hold office for a term of one (1) year or until their successors are elected and qualified. An officer may serve successive terms of office.

Section 3.6 **Vacancies**

Should the office of Chairperson or Vice-Chairperson become vacant, the Commission shall elect a successor from among its members at the next regular or special meeting, and the office shall be held for the unexpired term of office.

ARTICLE IV. MEETINGS

Section 4.1 **Regular Meetings**

Regular meetings hall be held monthly. In the event that the regular meeting date is a legal holiday of the city, then any such regular meeting shall be held on the next business day or as agreed upon by the Commission members at a prior meeting.

Section 4.2 **Special Meetings**

Special meetings may be held upon call of the Chairperson or the Vice-Chairperson acting on the behalf of the Chairperson or of the majority of the membership of the Commission, for the purpose of transacting any business designated in the call, after notification of all members of the Commission by written notice personally delivered or mailed at least 72 hours before the time specified in the notice of the meeting. At such special meeting, no business other than that designated in the call should be considered.

Section 4.3 **Adjourned Meetings**

Any meeting of the commission may be adjourned to another meeting providing the adjournment indicates the date, time, and place of the adjourned meeting. Commission members absent from the meeting at which adjourned decision is made shall be notified by the Chairperson of the continued meeting.

Section 4.4 **Meetings to be Open and Public**

All meetings of the Commission and its standing committees shall be open and public to the extent required by the California State Brown Act. All persons shall be permitted to attend any such meetings, except as otherwise provided by law.

Section 4.5 **Quorum**

A majority of the Commission membership, including any seated alternate(s), shall constitute a quorum for the purpose of conducting the Commission business, exercising its powers and all other purposes, but less than a majority of the

Commission membership may adjourn the meeting from time to time until a quorum is obtained.

Section 4.6 **Attendance at Meetings**

All members of the Commission, regular voting and alternate, shall be required to attend all Commission meetings unless such member has been excused from participation.

Section 4.7 **Excused Absences**

A member's absence from a meeting shall be excused if, prior to the meeting from which a member will be absent, the member notifies the Chairperson or City staff of his/her intent to be absent. At each meeting, after the meeting has been called to order, the Chairperson shall report to the commission the name of any member who has so notified the Chairperson or staff of his or her intent to be absent.

Section 4.8 **Absence of Regular Member**

When a regular voting member is absent from a meeting, an alternate shall be seated and will participate in the Commission proceedings in place of the absent regular voting member. Alternate members will take turns filling in for an absent regular voting member. An alternate member shall have voting privileges only when acting in the stead of an absent regular member.

Section 4.9 **Order of Business**

The order of business shall be established by the Commission. Agendas shall be published and posted in compliance with applicable state and local laws and rules. Provisions will be made for citizens with disabilities by contacting City staff.

Section 4.10 **Rules of Order**

All business and matters before the Commission shall be transacted in conformance with Article I of Chapter 2 of the Oceanside City Code to the extent applicable to the business of this commission.

Section 4.11 **Off-Agenda Items**

No off-agenda items shall be acted upon or discussed by the commission. Commission members, staff and/or public may announce off-agenda matters of concern. Each off-agenda matter shall be automatically referred to staff for resolution or placed on the next available Commission agenda.

ARTICLE V. RECORDS, REPORTS, AND ANNUAL WORKPLAN

Section 5.1 **Meeting Records**

The Commission shall keep minutes of all meetings, which shall be open for inspection by any member of the public. Minutes should contain detailed voting records by Member, and by specific action. Upon approval of meeting minutes by the Commission, copies of such minutes shall be distributed to the City Council and City Manager.

Section 5.2 **Reports Submitted to City Council**

The Commission shall submit copies of all written reports, studies, and correspondence sent to public agencies to the City Manager and City Council upon distribution of the original document.

Section 5.3 **Presentation of ~~Annual~~ Biennial Workplan**

The Commission shall submit to the City Council, no later than three (3) months after the initial seating of the commissioners, and no later than June 30 of each following **even-numbered** year, a comprehensive workplan indicating specific goals and objectives proposed for the **subsequent two** fiscal years to support the purpose and scope of responsibilities as described in Section 1.2. The Commission will have ~~an annual~~ **biennial** workshop with the City Council to discuss the proposed ~~fiscal year~~ **two-year** workplan.

ARTICLE VI. REPRESENTATION BEFORE PUBLIC BODIES

Section 6.1 **Representation**

Any official representations on behalf of the commission before the City Council, or any public body, shall be made by the Chairperson, the Vice-Chairperson in the Chairperson's absence, or a member of the Commission specifically designated by the Commission.

Section 6.2 **Statement of Minority Views**

All reports by City staff and all official representation on behalf of the Commission pursuant to Section 4.1 and 4.2 on matters that have been approved or disapproved by the Commission shall, in addition to a statement of majority vote,

include a brief statement of any minority opinions on the matter, as incorporated in the Official Minutes of the Commission.

ARTICLE VII. COMMITTEES

Section 7.1 **Establishment**

The Commission shall have the authority to and may establish standing or ad-hoc committees as necessary to accomplish the purposes set forth in Section 1.2 herein. Committees may meet to discuss specific issues within the scope of responsibility for the Commission and to make recommendations for action by the Commission. Membership composition and terms shall be determined by the Commission for any committee created; however, no committee shall consist of more than four (4) Commission members, as not to cause a majority of Commission members to serve on one (1) committee.

Section 7.2 **Appointment of Committee Members**

Members on a standing or ad-hoc committee shall be appointed by the Chairperson with the approval of a majority of the Commission members.

Section 7.3 **Committee Reports**

Committee(s) shall from time to time make reports, written or verbal, to the Commission.

ARTICLE VIII. MISCELLANEOUS

Section 8.1 **Councilmember Liaisons to Commission**

The Mayor shall appoint to the Commission, subject to approval of the City Council, one (1) member of the City Council to serve as a non-voting ex-officio member of the Commission. Said ex-officio member shall serve as a liaison between the City Council and the commission, shall from time-to-time inform the City Council of the activities and issues addressed by the Commission, and shall assist the Commission in promoting recommendations made to the City Council. Council liaisons will make every effort to attend all commission meetings.

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Section 8.2 **City Assistance to Officers and Commission**

The City Manager shall appoint staff to assist the Commission officers and members, as necessary in such activities as setting and conducting meetings, preparing meeting agendas and minutes and responding to requests for assistance from Commission members.

Section 8.3 **Procedural Situations Not Addressed**

In procedural situations not addressed in the body of the Commission bylaws, the determination of the situation shall be subject to the jurisdiction of the City Attorney's Office.

City Of Oceanside
Community Relations Commission

2008-2010 COMMISSION WORKPLAN

A. Vision and Mission Statements

The City of Oceanside will be a safe, culturally diverse community that empowers its citizens to provide an environment that promotes economic development, supports quality education, fosters the cultural arts and preserves its natural resources.

The City of Oceanside's mission is to enhance the quality of life through outstanding service to its diverse community

The Oceanside Community Relations Commission works to promote understanding and harmony among all people of the City regardless of race, ethnicity, national origin, gender, sexual orientation, age, religion, disability or any other arbitrary factor. The Commission endeavors to promote a positive image of the City and enhance community relations through community education and celebration of the special characteristics of the people of Oceanside.

B. Approval

The Community Relations Commission (CRC) adopted the FY 2008-09 and 2009-10 workplan, goals and objectives on October 16, 2008. The workplan was submitted to and approved by the City Council on _____, 2008. The workplan will be revised, updated or expanded as necessary or as directed by the City Council. All goals, objectives and activities shall reflect the Mission and By-Laws of the Commission.

C. General Goals

1. The CRC shall focus its attention on identifying and celebrating positive relationships among groups and individuals within the community and encouraging community participation in CRC activities and programs.

2. The CRC may educate and inform community groups and special-need groups (e.g., persons with disabilities, ethnic minorities, etc.) of available services and assistance programs.

3. The CRC may prepare and distribute educational literature and public information materials to educate and promote positive human relations among individuals, community groups and the City.

4. Members of the CRC are encouraged to attend seminars and conferences that offer training in community relations issues in order to educate themselves on methods and means of promoting positive community relations within the City of Oceanside. Attendance at such conferences, training events or other activities shall be at member's own expense. The CRC will also provide information on such conferences to members of the City Council and the City Manager.

   a) City staff will provide information to Commissioners concerning training and/or workshop opportunities.

5. Members of the CRC are encouraged to attend and participate in the various events, activities, special programs and celebrations sponsored by different ethnic and/or national groups, neighborhood groups or other organizations that highlight the variety of cultural backgrounds and heritage of Oceanside residents.

   a) City staff will provide information and announcements to the Commissioners regarding various events and special programs in the City and region.

6. The Chair or other commissioners shall meet regularly with the City Council Liaison to the Commission to discuss the work of the Commission. The CRC shall report on its activities to the City Council on an as-needed basis through the City Council Liaison to the Commission.

D. <u>Specific Objectives for 2008-10</u>

1. The Commission shall elect a Chair and vice-Chair who will serve until the election of their successors, and shall appoint members of the Commission to committees as listed below. All activity of the Commission shall be governed by its Charter and By-laws as approved and/or amended by the City Council.

2. The CRC shall assist with the annual Community Development Block Grant (CDBG) Program application and review process.

   a) The CRC shall, with the City CDBG staff person(s), review the CDBG program application and review process prior to the application period and recommend revisions as necessary to the Neighborhood Services Department.

   b) The CRC shall appoint members to a CDBG application review committee to make funding recommendations to the City Council; the number of members and their responsibilities shall be determined by the City Council. These members shall also report the recommendations to the CRC.

   c) The CRC shall review the Consolidated Annual Performance Evaluation Report (CAPER) and the annual Action Plan for each Program Year of the

2005-2010 Consolidated Plan for Housing and Community Development, and provide comments to the Neighborhood Services Department.

3. The CRC shall review annually the City's Equal Employment Opportunity (EEO) policy and make recommendations as necessary pertaining to the policy and to the City's implementation of the policy.

   a) Individual commissioners may identify concerns and suggestions pertaining to the policy for staff and Commission review.

   b) The CRC may, as requested by the City, assist in reviewing compliance with the Americans with Disabilities Act (ADA) and shall act in an advisory capacity to City staff charged with ADA oversight and compliance activities.

   c) The CRC shall appoint an EEO/ADA Committee composed of no more than four commissioners. The chair of this committee shall serve as a liaison between the Commission and the City Personnel Department.

   d) Commissioners may, as requested by the Human Resources Department, sit on citizen interview panels.

4. The CRC shall support, encourage, and, when appropriate, coordinate or manage special events, programs and projects throughout the year that promote positive community relations and that celebrate individuals and groups representative of varying segments of the community. The Commission shall appoint program committees for projects and programs sponsored by the Commission.

   a) The CRC shall coordinate the annual Dr. Martin Luther King, Jr. Civic Award program and participate in appropriate celebrations around the Martin Luther King, Jr. commemorative holiday in January. The Commission shall appoint a Civic Award Selection Committee comprised of no more than four commissioners and up to five persons from the community, including a representative from MCB Camp Pendleton and a representative from the North San Diego County Branch of the NAACP.

   b) The CRC shall manage the annual Dr. Martin Luther King, Jr. Scholarship Program. The Commission shall appoint a Scholarship Selection Committee of no more than four commissioners and up to five persons from the community, including a representative from the North County Branch of the NAACP, to review applications and award the scholarships.

   c) The CRC shall host an annual fund-raising event for the Dr. Martin Luther King, Jr. Scholarship Program. The Commission as a whole together with interested members of the community shall assist the Resource Director in

planning the event. No public funds may be used in the scholarship program.

d) The CRC shall support local observance of holidays and encourage participation in local programs and activities that portray the cultural heritage of ethnic communities in Oceanside, including but not limited to Martin Luther King, Jr. Day, Cesar Chavez Day, Filipino Heritage Day, Juneteenth, and Samoan Flag Day. The Commission may appoint a Cultural Celebrations Committee of no more than four commissioners to encourage and support such programs for the community.

5. The CRC shall make efforts and undertake actions aimed at educating residents about positive community relations within the City.

   a) **The CRC shall, with assistance from staff of the Neighborhood Services Department and Human Resources Department, prepare and maintain a list of organizations that promote a positive image of the diverse nature of the City and its residents and that educate the residents as to the diversity of the City, together with a list of cultural activities and events sponsored each year by such organizations.**

6. The CRC shall encourage and support harmonious and positive relationships between racial and ethnic groups in the City, and the elimination of any forms of discrimination based on arbitrary factors. Complaints of discrimination brought to the attention of the Commission shall be referred to appropriate agencies.

7. The CRC may work with the Oceanside Sister Cities Foundation to assist with programs and the visits of delegations to and/or from Oceanside's four sister cities throughout the year.

8. The CRC shall undertake other objectives and activities as referred to the Commission by the City Council.

City of Oceanside

COMMUNITY RELATIONS COMMISSION

2008-10 Fact Sheet

Purpose

The Community Relations Commission considers and makes recommendations to the City Council on policies and programs that promote better understanding and harmony among all people of the City of Oceanside regardless of race, ethnicity, national origin, gender, sexual orientation, age, religion, disability or any other arbitrary factor. The Commission endeavors to promote a positive image of the City and to enhance community relations through community education and celebration of the special characteristics of the people of Oceanside.

Membership

Nine regular (voting) members are appointed by the Mayor with the approval of the City Council from applications filed by residents of the City. The Mayor may also appoint an unspecified number of non-voting alternate members to the Commission. Members (commissioners) serve three-year terms and may be re-appointed by the Mayor and City Council. Members must be residents of the City while serving on the Commission. State law requires members to file a California Statement of Economic Interests (form 700) upon appointment, annually while on the Commission, and at the end of service.

Meetings

The Commission regularly meets on the third Thursday of each month at 2:00 p.m. in the City Council Chambers or, when necessary, in another location in the Civic Center. Meetings are open to the public and are governed by applicable provisions of the Brown (open meeting) Act. Meeting agendas are posted at least 72 hours in advance on the Civic Center bulletin board and on the City website at http://www.ci.oceanside.ca.us.

Staff Assistance

The Neighborhood Services Department – Housing Division provides staff support for the Commission; for information about the Commission and its activities call (760) 435-3393 or e-mail jlundblad@ci.oceanside.ca.us.

Special Activities

The Commission annually sponsors these programs:

- The Dr. Martin Luther King, Jr. Civic Award recognizes residents of the City and military personnel stationed at MCB Camp Pendleton who exemplify the ideals and philosophy of the late civil rights leader.
- The Dr. Martin Luther King, Jr. Scholarship Program awards college scholarships to high school seniors living or attending high school in Oceanside who follow the ideals and teachings of Dr. King.

The Commission supports and encourages appropriate celebrations, activities and events that portray the cultural heritage of the diverse ethnic groups in the City.

DRAFT