

ORDINANCE NO. 4328

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF POMONA, CALIFORNIA, ADDING SECTION 2-526 ("STANDARD BYLAWS FOR ALL BOARDS, COMMISSIONS AND COMMITTEES") OF DIVISION I ("GENERALLY") OF ARTICLE V ("BOARDS AND COMMISSIONS") OF CHAPTER 2 ("ADMINISTRATION") OF THE POMONA CITY CODE RELATING TO THE ADMINISTRATION OF ALL CITY BOARDS, COMMISSIONS AND COMMITTEES

THE CITY COUNCIL OF THE CITY OF POMONA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. Chapter 2 (Administration) of Article V (Boards and Commissions) of Division I (Generally) will be amended to add the following Section as follows:

ARTICLE V. – BOARDS AND COMMISSIONS

DIVISION 1. - GENERALLY

Sec. 2-526. – Standard bylaws for all boards, commissions and committees.

I. MEMBERS.

A. Attendance.

1. Commissioners are expected to diligently attend and participate in all Commission meetings. As far in advance of the Commission meeting as practicable, a Commissioner requesting an excused absence shall submit said request to the Secretary. "Excused absence" means absence due to illness or injury, unexpected business, emergencies, important personal business, official City business, or any reasonable excuse that the Commissioners approve.
2. If a Commissioner has three (3) absences (excused or unexcused) within a calendar year (January 1 – December 31), the Secretary shall place on the Commission Agenda the recommendation to City Council for removal of the Commissioner.
3. If the Commission votes to recommend removal of the Commissioner, the Commission's recommendation should be placed on the City Council's agenda as soon as practicable.
4. City Council shall have final decision to remove the Commissioner. The Commissioner may continue to serve until final City Council action.
5. If the Commission or City Council do not recommend removal of the Commissioner, then upon the Commissioner's next absence (excused or unexcused) the Secretary shall place again on the Commission Agenda the recommendation to City Council for removal of the Commissioner.
6. This attendance policy using the Calendar Year will go into effect on January 1, 2024.