

ORANGE COUNTY PARKS COMMISSION

STAFF REPORT

FROM: Dennis Shaffer, OC Parks

DATE: June 7, 2022

SUBJECT: Amendments to the Orange County Historical Commission Bylaws

On August 14, 1973, the Orange County (“County”) Board of Supervisors (“Board”) enacted Resolution No. 73-957, which outlined the creation, powers and duties, membership, and other aspects of the Orange County Historical Commission (“Commission”). This resolution established the objectives of the Commission and established procedures and bylaws under which to operate. Further guidance was issued under subsequent Board resolutions 77-280, 80-27, and 80-1744.

Since its establishment, the Commission’s bylaws have received several amendments over the past 50 years to comply with Board direction and Commission objectives.

On May 25, 2021, the Board approved a Boards, Commissions, and Committees (“BCCs”) Bylaws Template (“Template”), which was later amended on June 8, 2021 and on July 31, 2021. This Template was issued to all BCCs under the jurisdiction of the Board and the BCCs were instructed to amend their respective bylaws to conform with the provisions of the Template to promote more consistency of governance across the BCCs. As the Commission is a commission under the jurisdiction of the Board, its bylaws must be consistent with the Template.

Most of the proposed Amendments to the Commission’s bylaws consist of standard language in the Template that will not significantly affect or change the operation of the Commission. Proposed Amendments which will likely have a larger effect on the Commission’s operations consist of the following: requiring that all Commission’s bylaws amendments be approved by the Board; requiring that all members appointed to the Commission be registered to vote in the County; requiring that election of Commission officers take place during the last meeting of the year; requiring the adoption of regular meeting schedule during the first meeting of each year; and clarifying quorum and voting majority requirements.

Pursuant to the Template, these proposed Template-conforming Amendments to the Commission’s bylaws must, subsequent to the Commission’s approval, be reviewed and approved by the County Board prior to implementation.

RECOMMENDED ACTION:

Recommend proposed Amendments to the Commission’s Bylaws to the Orange County Board of Supervisors for approval.

Dennis Shaffer

ATTACHMENT(S):

Attachment A – Proposed Bylaw Amendments – Redlined

Attachment B – Boards, Commissions, and Committees Bylaws Template