

## LA MIRADA COMMUNITY SERVICES COMMISSION

### BYLAWS

#### SECTION 1.

There is hereby established for the City of La Mirada a Community Services Commission consisting of five City Council-appointed voting members and five City Council-approved voting members. The Community Services Commission is an advisory body to the City Council of the City of La Mirada.

#### SECTION 2.

The term of office of the City Council-appointed members of the Commission shall be for a period of four (4) years. The terms of office shall be as follows:

- a. Two members, each member having a term of office which shall expire on the second Tuesday in June 2009, and every four (4) years thereafter.
- b. Three members, each member having a term of office which shall expire on the second Tuesday in June 2011, and every four (4) years thereafter.

A member may be removed from office, prior to expiration of the member's term, upon expiration of the term of their appointing Councilmember where the member's term shall automatically expire the following June and no action by the City Council shall be necessary.

#### SECTION 3.

In addition to the five voting members appointed by the City Council there shall be five (5) additional voting members approved by the Council. These additional Commission Members shall be made up of the following:

- a. One Commission Member shall be the presiding president of the La Mirada Athletic Council. In the event the president is unable to fulfill the obligations of membership to this Commission, the president may appoint a representative from the Athletic Council to serve in this capacity upon approval of the City Council. In the event a representative is appointed and approved, he/she will be the only representative to the Commission from this organization.
- b. One Commission Member shall be the presiding president of the La Mirada Community Foundation. In the event the president is unable to fulfill the obligations of membership to this Commission, the president may appoint a representative from the Community Foundation to serve in this capacity upon

approval of the City Council. If a representative is appointed and approved, he/she will be the only representative to the Commission from this organization.

Members of the Community Services Commission who serve as designated representatives of the organizations referenced above **shall not be eligible** to serve as officers of the Community Services Commission.

#### **SECTION 4.**

The Commission shall meet the first Wednesday of each month at 6:30 p.m. in the City Hall Council Chambers, La Mirada City Hall. If a second meeting is required in any given month, the third Wednesday of the month is recommended and would be called in accordance with the provisions of the California Government Code.

#### **SECTION 5.**

The Community Services Commission shall be responsible for the following:

- Visiting all City parks annually and making recommendations for capital projects and improvements;
- Prioritizing park upgrades while leaving the prioritizing of park maintenance issues to City staff;
- Reviewing applications for funding submitted by social services agencies, visiting agencies, conducting interviews, analyzing facts such as the number of clients served and the cost/benefit of the program, identifying potential duplication of services, and making recommendations to the City Council on funding;
- Prioritizing programs as funding becomes an issue;
- Evaluating special events by providing input and suggestions prior to the event and evaluating the event at the conclusion to make suggestions for future changes;
- Issuing advisory statements to the City Council after reaching consensus on issues as part of the meeting minutes;
- Assessing the effectiveness of the Commission in achieving these objectives periodically. The discussion will involve an agenda item that asks the members to identify what the Commission is doing well, what the Commission could be doing better and a summary of the Commission's accomplishments. This report shall be published as part of the meeting minutes.

#### **SECTION 6.**

In addition to these bylaws, all members are expected to abide by the City Council Advisory Body Procedural Manual.

## **BYLAWS – COMMUNITY SERVICES COMMISSION**

**Page 3**

Established by Resolution 00-70 adopted August 22, 2000  
Amended by Resolution 00-84 adopted October 3, 2000  
Amended by Resolution 00-99 adopted December 12, 2000  
Amended by Resolution 01-06 adopted January 23, 2001  
Amended by Resolution 01-32 adopted April 10, 2001  
Amended by Resolution 02-22 adopted May 28, 2002  
Amended by Resolution 02-57 adopted October 8, 2002  
Amended by Resolution 08-10 adopted February 26, 2008  
Amended by Resolution No. 12-03 adopted January 24, 2012