



City of Gardena Recreation and Parks Commission Application

OFFICE of the CITY CLERK

Email: cityclerk@cityofgardena.org

1700 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3732 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9565

NAME (First/Last):		D.O.B:
ADDRESS (Apt/City/Zip Code):		
MAILING ADDRESS (if different then home address):		
HOME PHONE NO:	CELL PHONE NO:	
BUSINESS PHONE NO:	EMAIL:	
EMPLOYED BY:		
WORK ADDRESS:		
NATURE OF BUSINESS (describe duties):		
EDUCATION (High School/College Name & City):		
DEGREES & TITLES:		
MEMBERSHIP IN ORGANIZATIONS (Professional & Other):		
MILITARY SERVICE (Branch of Service):		
COMMUNITY SERVICE & PARTICIPATION:		

Do you have any concurrent obligations and/or responsibilities which could possibly be considered as a conflict of interest? If yes, what are they?

Please provide aspects of your employment and other experience that you feel would qualify you to serve on a Commission, Committee, or other, as indicated:

Do you have any relatives who work for the City of Gardena: Yes No

Have you continuously been a resident of the City of Gardena for the immediate past year? Yes No

Have you been a registered voter in the City of Gardena for at least one (1) year? Yes No

Reference of Gardena residents (Please do not list Mayor or Councilmembers):

Name:	Address:	Phone No:
Name:	Address:	Phone No:
Name:	Address:	Phone No:



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Membership Pursuant [GMC 2.44.020](#)

- A. The recreation and parks commission shall consist of five members. The mayor and each councilmember shall have the right to nominate a commissioner from the citizens at large and such nominations shall be honored by ratification and confirmation by a majority vote of the membership of the council. Each appointee shall be:
 - 1. A resident of the city for the period of one year immediately preceding appointment; and
 - 2. A registered elector of the city for the period of one year immediately preceding appointment.
- B. Officials of the city shall not be eligible to appointment as commissioners, except as may be provided in this chapter for ex officio officers. (Ord. 1477 § 1 (part), 1994).

Terms Pursuant [GMC 2.44.030](#)

- A. The term of office for each recreation and parks commissioner shall be two years after the date of appointment or coterminous with the expiration of the actual tenure of the member of the council who nominated the commissioner, whichever occurs first. Commissioners may be reappointed.
- B. Each commissioner shall serve at the pleasure of the Council, and any commissioner may be removed from office with or without cause by a majority vote of the membership of the Council.
- C. All commissioners shall serve until their respective successors are appointed and qualified.
- D. If a vacancy shall occur, the vacancy shall be filled by nomination by the member of the council having the right of nomination and shall be for the remainder of the unexpired term. (Ord. 1670 § 8, 2005; Ord. 1548 § 4, 1998; Ord. 1477 § 1 (part), 1994).

Forfeiture of office Pursuant [GMC 2.44.040](#) Notwithstanding any other provision of this chapter, any recreation and parks commissioner (excepting nonvoting members) who absents himself or herself from any three consecutive regular meetings of the recreation and parks commission or who is absent from a total of six regular meetings of the commission in any twelve month period shall thereby automatically forfeit his or her position or office as a member of the commission and the name of such person shall be automatically removed from the membership of the commission immediately after the adjournment of any such third consecutive regular meeting or of any such six regular meetings in any such twelve month period, as the case may be, at which such commissioner has not appeared. (Ord. 1477 § 1 (part), 1994).

I acknowledge and agree to the following: a) That any or all of information on this form may be verified; and b) that this document is a public record subject to disclosure under the California Public Records Act.

I declare under penalty of perjury that the information contained in this application is true and correct. I understand that any falsification or omission may be cause for disqualification. I further declare that if I am appointed, I will serve fairly, impartially, and to the best of my ability.

Signature:	Date:
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**Chapter 2.44
RECREATION AND PARKS COMMISSION**

Sections:

[2.44.010 Created.](#)

[2.44.020 Membership.](#)

[2.44.030 Terms.](#)

[2.44.040 Forfeiture of office.](#)

[2.44.045 Organization.](#)

[2.44.050 Powers and duties.](#)

[2.44.055 Quorum.](#)

[2.44.060 Recommendations to the council.](#)

[2.44.070 Recreation and human services director – Duties.](#)

[2.44.080 Ex officio member.](#)

[2.44.090 Compensation.](#)

[2.44.100 Secretary and minutes.](#)

[2.44.110 Meetings.](#)

Prior history: Prior code Sections 11-1.01 – 11-1.14.

2.44.010 Created.

Pursuant to the authority vested in the council, there is created a recreation and parks commission consisting of five members. (Ord. 1477 § 1 (part), 1994)

2.44.020 Membership.

A. The recreation and parks commission shall consist of five members. The mayor and each councilmember shall have the right to nominate a commissioner from the citizens at large and such nominations shall be honored by ratification and confirmation by a majority vote of the membership of the council. Each appointee shall be:

1. A resident of the city for the period of one year immediately preceding appointment; and
2. A registered elector of the city for the period of one year immediately preceding appointment.

B. Officials of the city shall not be eligible to appointment as commissioners, except as may be provided in this chapter for ex officio officers. (Ord. 1477 § 1 (part), 1994)

2.44.030 Terms.

A. The term of office for each recreation and parks commissioner shall be two years after the date of appointment or coterminous with the expiration of the actual tenure of the member of the council who nominated the commissioner, whichever occurs first. Commissioners may be reappointed.

B. Each commissioner shall serve at the pleasure of the Council, and any commissioner may be removed from office with or without cause by a majority vote of the membership of the Council.

C. All commissioners shall serve until their respective successors are appointed and qualified.

D. If a vacancy shall occur, the vacancy shall be filled by nomination by the member of the council having the right of nomination and shall be for the remainder of the unexpired term. (Ord. 1670 § 8, 2005; Ord. 1548 § 4, 1998; Ord. 1477 § 1 (part), 1994)

2.44.040 Forfeiture of office.

Notwithstanding any other provision of this chapter, any recreation and parks commissioner (excepting nonvoting members) who absents himself or herself from any three consecutive regular meetings of the recreation and parks commission or who is absent from a total of six regular meetings of the commission in any twelve month period shall thereby automatically forfeit his or her position or office as a member of the commission and the name of such person shall be automatically removed from the membership of the commission immediately after the adjournment of any such third consecutive regular meeting or of any such six regular meetings in any such twelve month period, as the case may be, at which such commissioner has not appeared. (Ord. 1477 § 1 (part), 1994)

2.44.045 Organization.

The Recreation and Parks Commission shall develop its own bylaws, which shall set forth the organization of the commission. (Ord. 1670 § 9, 2005)

2.44.050 Powers and duties.

The recreation and parks commission may recommend to the council and the planning and environmental quality commission the acquisition of lands for recreation and park purposes. In addition, the commission shall have the following powers and duties:

- A. To consider, advise, or recommend to the council the needs of the city pertaining to the acquisition,

development and use of facilities, buildings, and structures for recreation and park purposes;

B. To review the proposed annual capital outlay budget for recreation and park purposes and make recommendations to the council concerning its adoption;

C. To prepare annually, prior to the beginning of the fiscal year, a program of public improvements and land acquisitions which it deems necessary or desirable to be undertaken during the forthcoming ten year period;

D. To promote public interest in and understanding of the recreation and park program and regulations relating thereto. It may consult and confer with public officials and agencies, civic, educational, professional and other organizations, and with the citizens generally with relation to the effects of such program;

E. To have such other powers and duties as the council may, by ordinance or resolution, confer upon it. (Ord. 1477 § 1 (part), 1994)

2.44.055 Quorum.

Three voting members of the commission shall constitute a quorum of the commission for the transaction of business. (Ord. 1670 § 10, 2005)

2.44.060 Recommendations to the council.

Prior to taking final action on the adoption of any ordinance or resolution relating to any of the matters contained in Section [2.44.050](#), the council shall submit the same to the recreation and parks commission for its recommendations thereon unless such action was in the first instance recommended to the council. The commission shall make its recommendations relative thereto within thirty days after such submission or such extension thereof as may be granted by the council. Should the commission fail to make such recommendations within the time so limited, it shall be deemed to have approved the same. Whenever the commission shall make a recommendation relative to any of the foregoing matters, the council shall take final action. (Ord. 1477 § 1 (part), 1994)

2.44.070 Recreation and human services director – Duties.

The recreation and human services director shall manage and supervise the public recreation of the city within or without its corporate limits; shall aid, promote and supervise all public functions of a public recreational nature or character; shall, subject to the recommendation and approval of the council, have supervision and control of all equipment, apparatus, buildings, portions of buildings, parks and playgrounds devoted to public recreation; and shall issue permits for the use of playgrounds and other public recreation areas, equipment, and facilities. (Ord. 1477 § 1 (part), 1994)

2.44.080 Ex officio member.

To aid and assist the recreation and parks commission in its deliberations, the recreation and human services director, or his designated representative, shall serve as an ex officio member of said commission and shall

have no voting power. (Ord. 1477 § 1 (part), 1994)

2.44.090 Compensation.

The members of the recreation and parks commission shall be compensated in an amount as established by resolution of the council. (Ord. 1477 § 1 (part), 1994)

2.44.100 Secretary and minutes.

A. The recreation and human services director, or his designee, shall be the secretary to the recreation and parks commission and shall maintain accurate minutes of the activities of the commission. Minutes shall include the following subject matters;

1. The time and place of each meeting of the commission;
2. The names of the commissioners present;
3. All official acts of the commission;
4. The votes given by commissioners, except when the action is unanimous; and
5. A summary of all proceedings before the commission.

B. All minutes shall be reduced to writing and shall be presented to the commission at the earliest reasonable time for approval, amendment, or correction. The minutes, or true copies thereof, shall be open to public inspection. Copies of the minutes shall be furnished to the council, members of the commission and any other public official requiring them. (Ord. 1477 § 1 (part), 1994)

2.44.110 Meetings.

The Recreation and Parks Commission shall meet regularly once per month at a time and place in the city to be determined by the commission. Meetings falling upon legal holidays of the city shall not be scheduled. (Ord. 1670 § 11, 2005; Ord. 1477 § 1 (part), 1994)