

ORDINANCE NO. 2222

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HAWTHORNE, CALIFORNIA, AMENDING CHAPTER 2.17 (YOUTH COMMISSION), CHAPTER 2.20 (SENIOR CITIZENS' COMMISSION) AND CHAPTER 2.22 (PARKS, RECREATION AND FINE ARTS COMMISSION) OF TITLE 2 (ADMINISTRATION, CIVIL SERVICE AND PERSONNEL) OF THE HAWTHORNE MUNICIPAL CODE TO MAKE CONSISTENT AND UPDATE THE PROVISIONS OF EACH CHAPTER AND TO MAKE OTHER NON-SUBSTANTIVE CHANGES IN FURTHERANCE OF THEIR UNIFORMITY

WHEREAS, the City of Hawthorne has, over the years, created commissions composed of residents of the City, with these commissions serving as advisory bodies to the City Council and managed under the leadership of various Department heads of the City;

WHEREAS, because these commissions were established at various times, the provisions of each commission are unique and these differences have created some confusion;

WHEREAS, the chapters creating these commissions are also in need of updating in order to reflect changes within the City;

WHEREAS, staff has determined that amending Chapters 2.17 (Youth Commission), 2.20 (Senior Citizens Commission) and 2.22 (Parks, Recreation and Fine Arts Commission) in order to make administration and procedures of each of commission uniform and to further update these chapters to reflect the City's structure would serve the City's interest and benefit the public;

WHEREAS, the City Council of the City of Hawthorne wishes to now adopt Ordinance No. 2222 in order to amend Chapters 2.17 (Youth Commission), 2.20 (Senior Citizens' Commission) and 2.22 (Parks, Recreation and Fine Arts Commission).

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF HAWTHORNE DOES ORDAIN AS FOLLOWS:

SECTION 1. The foregoing recitals are true and correct.

SECTION 2. Chapter 2.17 (Youth Commission) of Title 2 (Administration, Civil Service and Personnel) of the Hawthorne Municipal Code is hereby amended to read as follows:

“Chapter 2.17 YOUTH COMMISSION

- 2.17.010 Establishment.
- 2.17.020 Purpose.**
- 2.17.030 Appointment to office.
- 2.17.040 Terms of office.**
- 2.17.050 Organization.**
- 2.17.060 Ex officio member.
- 2.17.070 Meetings, quorum and procedure.**
- ~~2.17.060 Chairman.~~
- ~~2.17.070 Purpose-Duties and responsibilities.~~
- 2.17.080 Secretary and minutes.
- 2.17.090 Vacancy.
- 2.17.100 Compensation.

2.17.010 Establishment.

There is hereby established a youth commission consisting of five members. Three of the five members shall be qualified electors in the city. The other two members shall be teens between the ages of fourteen and eighteen who are also ~~both (A) representatives of the Hawthorne Teen Center; and (B) residents of the city of Hawthorne.~~

2.17.020 Purpose.

The youth commission shall act as an advisory body to the city council in all matters pertaining to ~~The purpose of the commission shall be to coordinate and direct the resources of the city and community to abate to the extent possible graffiti and gangs enhance the lives of all youth by providing them youth in the community with opportunities to grow and develop into responsible members of society. The commission shall have the duty, responsibility and discretion to make studies, investigations, reports and recommendations to the city manager or to the city council with regard to the abatement of graffiti and gangs positive development of youth, and such other matters as may be referred to the commission by the city council from time to time.~~

2.17.030 Appointment to office.

The mayor shall appoint a commissioner from the citizens at large, and such appointment shall be ratified and confirmed by a majority vote of the city council. Members of the commission shall serve at the pleasure of the city council and may be removed from office without cause, notice of hearing, by a majority vote of the city council. All members of the commission shall be qualified electors of the city.

2.17.040 Terms of office.

Teen members of the commission shall be appointed to a term of one (1) year. All other members shall be appointed to a four-year term.

2.17.050 Organization.

The youth commission shall elect a chairperson and a vice chairperson by majority vote from among its members. The term of office of the chairperson and the vice chairperson shall be for the calendar year, or for that portion of the calendar year remaining after he or she is designated or elected, or a term specified by the majority of the member of the commission.

2.17.060 Ex officio members.

To aid and assist the youth commission in its deliberations, two ex officio members are appointed. Said ex officio member shall be without vote. The two ex officio members shall be comprised of: (1) the director of community services or designee; and (2) the city manager or designee.

2.17.070 Meetings, quorum and procedure.

The youth commission shall adopt rules and regulations to govern procedure and shall by vote set a time for regular meeting which shall be held at least once each month. Special meetings may be held provided notice is given in accordance with the provisions contained in the Government Code. A majority of the regular members shall constitute a quorum. All meetings of the commission and all hearings required to be held by the commission shall be held in accordance with the Ralph M. Brown Act and shall be open to the public except as provided by law.

2.17.080 Secretary and minutes.

The city manager shall appoint a secretary to the senior citizen's commission who shall maintain accurate minutes of the activities of the commission. Minutes shall include the following subject matter:

- A. The time and place of each meeting of the commission;**
- B. The names of the commissioners present;**
- C. All official acts of the commission;**
- D. The votes given by commissioners except when the action is unanimous;**
- E. A summary of all proceedings before the commission. All minutes shall be reduced to writing and presented to the commission at its next regular meeting 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 city council, members of this commission, and any other public official requiring them.**

2.17.090 Vacancy.

A vacancy shall automatically occur in the office of any commissioner who without excuse fails to attend three consecutive commission meetings, who files or causes to be filed or who consents to the filing of nomination papers nominating such commissioner for an elective office of the city, or who moves his or her place of residence outside of the city limits or who ceases to be an elector of the city.

2.17.100 Compensation.

The members of the commission shall be compensated in an amount as established by resolution or budget of the city council.”

SECTION 3. Chapter 2.20 (Senior Citizens’ Commission) of Title 2 (Administration, Civil Service and Personnel) of the Hawthorne Municipal Code is hereby amended to read as follows:

“Chapter 2.20 SENIOR CITIZENS’ COMMISSION

2.20.010 Establishment~~and mission statement~~

2.20.020 Purpose.

~~2.20.030 Members~~ Appointment to office.

2.20.040 Terms of Office.

2.20.050 Organization.

2.20.060 Ex officio members.

2.20.070 Meetings, quorum and procedure.

2.20.080 Secretary and minutes.

2.20.090 Vacancy.

2.20.100 Compensation.

2.20.010 Establishment.

There is hereby established a senior citizen’s commission **composed of five members who are residents of the City. Each member shall be at least fifty years of age.**

2.20.020 Purpose.

The senior citizens’ commission shall act as an advisory body to the city council in all matters pertaining to the needs, concerns and quality of life of all seniors in the City of Hawthorne. The senior citizen’s commission shall: (1) Analyze and evaluate the needs of seniors; (2) Coordinate the available resources for senior form public agencies, non-profits and volunteer organizations; (3) Provide input in any new plans for programs, activities and events for seniors; and (4) Reach out publish, educate and/or disseminate relevant information pertaining to seniors. The commission shall have the discretion to make studies, investigations, reports and recommendations to the city manager or to the city council with regard to the (1) to (4) above, and such other matters as may be referred to the commission by the city council from time to time.

2.20.030 Appointment to office.

The mayor shall appoint a commissioner from the citizens at large, and such appointment shall be ratified and confirmed by a majority vote of the city council. Members of the commission shall serve at the pleasure of the city council and may be removed from office without cause, notice of hearing, by a majority vote of the city council.

2.20.040 Terms of Office.

All members shall be appointed to a four-year term.

2.20.050 Organization.

The senior citizen's commission shall elect a chairperson and a vice chairperson by majority vote from among its members. The term of office of the chairperson and the vice chairperson shall be for the calendar year, or for that portion of the calendar year remaining after he or she is designated or elected, or a term specified by the majority of the member of the commission.

2.20.060 Ex officio members.

To aid and assist the senior citizens' commission in its deliberations, two ex officio members are appointed. Said ex officio member shall be without vote. The two ex officio members shall be comprised of: (1) the director of community services or designee; and (2) the city manager or designee.

2.20.070 Meetings, quorum and procedure.

The senior citizen's commission shall adopt rules and regulations to govern procedure and shall by vote set a time for regular meeting which shall be held at least once each month. Special meetings may be held provided notice is given in accordance with the provisions contained in the Government Code. A majority of the regular members shall constitute a quorum. All meetings of the commission and all hearings required to be held by the commission shall be held in accordance with the Ralph M. Brown Act and shall be open to the public except as provided by law.

2.20.080 Secretary and minutes.

The city manager shall appoint a secretary to the senior citizen's commission who shall maintain accurate minutes of the activities of the commission. Minutes shall include the following subject matter:

- A. The time and place of each meeting of the commission;
- B. The names of the commissioners present;
- C. All official acts of the commission;
- D. The votes given by commissioners except when the action is unanimous;

E. A summary of all proceedings before the commission. All minutes shall be reduced to writing and presented to the commission at its next regular meeting 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 city council, members of this commission, and any other public official requiring them.**

2.20.090 Vacancy.

A vacancy shall automatically occur in the office of any commissioner who without excuse fails to attend three consecutive commission meetings, who files or causes to be filed or who consents to the filing of nomination papers nominating such commissioner for an elective office of the city, or who moves his or her place of residence outside of the city limits or who ceases to be an elector of the city.

2.20.100 Compensation.

The members of the commission shall be compensated in an amount as established by resolution or budget of the city council.”

SECTION 4. Article 1 (Park and Recreation Commission) of Chapter 2.22 (Park, Recreation and Fine Arts Commission and Department) of Title 2 of the Hawthorne Municipal Code is hereby amended to read as follows:

“Article I. Park and Recreation Commission

2.22.010 Establishment.
2.22.020 Purpose.
2.22.030 Appointment to office.
2.22.040 Terms of office.
2.22.050 Organization.
2.22.060 Ex officio members.
2.22.070 Meetings, quorum and procedure.
~~2.22.050 Chairman.~~
2.22.080 Secretary and minutes.
~~2.22.080 Duties and responsibilities.~~
2.22.090 Vacancy.
2.22.100 Compensation.

2.22.010 Establishment.

There is **hereby established** a park, recreation and fine arts commission composed of seven members **who are residents of the city.**

2.22.020 Purpose

The park, recreation and fine arts commission shall act as an advisory body to the city council and community services department in all matters pertaining parks and public recreation and may cooperate with other governmental agencies and civic groups in the advancement of sound park and recreation planning and programming. In addition, it is authorized to:

- A. Formulate policies on recreation services for approval by the city council;
- B. Advise the city council as to the minimum qualifications for the position of director of ~~parks and recreation~~ community services ;
- C. Advise the city manager on problems of administration, development of recreation areas, facilities, programs and improved recreation services;
- D. Recommend the adoption of standards on organization, personnel, area and facilities, program and financial support;
- E. Make periodic inventories of recreation services that exist or may be needed and interpret the needs of the public to the city council and to the city manager;
- F. Aid in coordinating the recreation services with the programs of other governmental agencies and voluntary organizations;
- G. Make periodic appraisals of the effectiveness of the department of ~~parks and recreation~~ **community services** and staff in administering the program;
- H. Interpret the policies and functions of the ~~department of parks and recreation~~ **community services department** to the public;
- I. Advise the city manager and director of ~~parks and recreation~~ **community services** in the preparation of the annual budget and a long range recreation capital improvement program;
- J. Coordinate and promote all avenues of fine arts within the city and to recommend specific programs in fine arts activities to be sponsored by the city. For this purpose, “fine arts activities” is defined as oil painting, watercolor painting, drawing, glassblowing, ceramics, metal sculpture, clay sculpture, jewel-making serigraphs, creative stitchery, wire sculpture, candle-making, lapidary, leather craft, paper-mache, theater arts, instrumental music, chorale music, language arts, dance and other associated activities.
- K. Make studies, investigations, reports and recommendations to the ~~parks and recreation~~ **community services** director or to the city council with regards to the promotion of fine arts, the coordination of fine arts activities, and such other matters as may be referred to the commission by the city council from time to time.

2.22.030 Appointment to office.

The mayor shall appoint a commissioner from the citizens at large, and such appointment shall be ratified and confirmed by a majority vote of the city council. Members of the commission shall serve at the pleasure of the city council and may be removed from office without cause, notice of hearing, by a majority vote of the city council.

2.22.040 Terms of office

All members shall be appointed to a four-year term.

2.22.050 Organization.

The parks, recreation and fine arts commission shall elect a chairperson and a vice chairperson by majority vote from among its members. The term of office of the chairperson and the vice chairperson shall be for the calendar year, or for that portion of the calendar year remaining after he or she is designated or elected, or a term specified by the majority of the member of the commission.

2.22.060 Ex officio members.

To aid and assist the parks, recreation and fine arts commission in its deliberations, two ex officio members are appointed. Said ex officio member shall be without vote. The two ex officio members shall be comprised of: (1) the director of community services or designee; and (2) the city manager or designee.

2.22.070 Meetings, quorum and procedure.

The parks, recreation and fine arts commission shall adopt rules and regulations to govern procedure and shall by vote set a time for regular meeting which shall be held at least once each month. Special meetings may be held provided notice is given in accordance with the provisions contained in the Government Code. A majority of the regular members shall constitute a quorum. All meetings of the commission and all hearings required to be held by the commission shall be held in accordance with the Ralph M. Brown Act and shall be open to the public except as provided by law.

2.22.080 Secretary and minutes.

The city manager shall appoint a secretary to the parks, recreation and fine arts commission who shall maintain accurate minutes of the activities of the commission. Minutes shall include the following subject matter:

- A. The time and place of each meeting of the commission;**
- B. The names of the commissioners present;**
- C. All official acts of the commission;**
- D. The votes given by commissioners except when the action is unanimous;**
- E. A summary of all proceedings before the commission. All minutes shall be reduced to writing and presented to the commission at its next regular meeting 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 city council, members of this commission, and any other public official requiring them.

2.22.090 Vacancy.

A vacancy shall automatically occur in the office of any commissioner who without excuse fails to attend three consecutive commission meetings, who files or causes to be filed or who consents to the filing of nomination papers nominating such commissioner for an elective office of the city, or who moves his or her place of residence outside of the city limits or who ceases to be an elector of the city.

2.22.100 Compensation.

The members of the commission shall be compensated in an amount as established by resolution or budget of the city council.”

SECTION 5. CEQA. The City Council finds and determines that there is no possibility that the adoption of this Ordinance will have a significant effect on the environment. Accordingly, this Ordinance is not subject to the requirements of the California Environmental Quality Act (CEQA) pursuant to Sections 15061(b)(3) and 15378 of Division 6 of Title 14 of the California Code of Regulations.

SECTION 6. SEVERABILITY. If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of any competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance, and each and every section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional without regard to whether any portion of the Ordinance would be subsequently declared invalid or unconstitutional.

SECTION 7. AUTHORIZATION TO PUBLISH SUMMARY OF ORDINANCE. Pursuant to Government Code Section 36933(c)(1), the City Attorney is authorized to prepare a summary of this ordinance. The City Clerk is also authorized to publish a summary of the text of this ordinance in the Herald Tribune at least five days prior to the adoption of this ordinance. Within 15 days after adoption of the ordinance, the City Clerk is directed to publish a summary of this ordinance in the Herald Tribune.

SECTION 8. EFFECTIVE DATE. This ordinance shall take effect thirty (30) days after passage thereof.

PASSED, APPROVED AND ADOPTED this ____ day of _____ 2021.

ALEX VARGAS, Mayor

City of Hawthorne, California

ATTEST:

**PAUL JIMENEZ, City Clerk
City of Hawthorne, California**

APPROVED AS TO FORM

**RUSSELL I. MIYAHIRA,
City Attorney
City of Hawthorne, California**