



CITY OF WESTMINSTER NOTICE OF VACANCIES COMMISSIONS AND COMMITTEES

NOTICE IS HEREBY GIVEN THAT THE CITY OF WESTMINSTER HAS VACANCY/IES ON THE COMMISSIONS AND COMMITTEES, as listed below, and we are currently accepting applications for the various vacancies.

<u>LEGISLATIVE BODY</u>	<u>TERM EXPIRES</u>
Community Services & Recreation Commission	<i>December 2022</i>
Citizens Oversight Committee (Measure SS)	<i>Upon Disbanding</i>
Commission on Aging	<i>December 2022</i>
Cultural Arts Commission	
Personnel Board	<i>December 2022</i>
Traffic Commission	<i>December 2022</i>

INFORMATION:*

Community Services & Recreation Commission

The Community Services and Receptions Commission advises Council on matters pertaining to the acquisition and development of parks, recreational and human service facilities; the beautification and improvement of the environment of the city; the promotion of recreational programs within the city; plan and coordinate all activities and human service needs and programs for the community; solicit to the fullest extent possible the cooperation of the school authorities and public and private agencies interested in youth program activities; and perform such other duties as may be prescribed by the City Council.

Citizens Oversight Committee (Measure SS)

The Citizens Oversight Committee reviews the City's budgeting and accounting practices with regards to the receipt and expenditure of the fiscal year's one cent (1%) transactions and use (sales) tax generated by the passage of Measure SS, the Essential Services ballot measure.

Commission on Aging

The Commission on Aging works to identify the needs of Westminster Seniors within the City and to create a citizen awareness of these needs; to encourage improved standards of services to Westminster Seniors and to encourage establishment of needed new services for seniors, both public and private; to encourage coordination among organizations providing services to seniors within the City and Orange County, and to provide advice and assistance where appropriate; and to advise the City Council on all matters affecting senior services within the City.

Cultural Arts Commission

The Cultural Arts Commission is advisory to the City Council. The Commission makes recommendations on policies pertaining to arts programs, cultural affairs, the Cultural Arts Center and fund development. Interpret the cultural needs of the community and stimulate community interest in cultural arts (visual and performing).

Personnel Board

The Personnel Board shall hold hearings and make recommendations on any matter pertaining to personnel administration within the limits of the request. The Personnel Board shall hear written appeals

from disciplinary actions, dismissal, demotion, suspension or alleged violation of the rules and regulations, including but not limited to the rules set forth in the City's Personnel Manual adopted by Resolution No. 2566 and any amendments thereto, when such appeal is made by any person in the classified service, and shall certify its findings and recommendations to the City Manager and the City Council.

Traffic Commission

The Traffic Commission reviews and studies all traffic matters within the city and make recommendations to the City Council. Some of these matters include minor street striping; traffic, except regulatory signs; and crosswalk designation.

Each member of a commission *may* receive a stipend for each attendance at a regular or adjourned regular meeting, provided that compensation does not exceed a certain number of meetings per year, which may vary by commission.

ADDITIONAL INFORMATION:

Each member may be required to file Fair Political Practices Commission Form, Statement of Economic Interest (SEI – Form 700).

For additional information, please visit the Westminster Municipal Code, Chapter 2.

<http://qcode.us/codes/westminster>

INVITATION TO APPLY:

If you are interested, we invite you to complete, sign, and submit an application to the City Clerk's Office by any of the following:

Email: CityClerksCSR@westminster-ca.gov

U.S. Mail: City of Westminster
ATTN: City Clerk's Office
8200 Westminster Blvd.
Westminster, CA 92683

In Person: City of Westminster
City Hall – City Clerk's Office
8200 Westminster Blvd.
Westminster, CA 92683
During Regular Posted Business Hours.

REQUIREMENTS:

The public is welcome and invited to comment apply with the following requirements:

- Applicants must be Westminster residents, 18 years of age or older, and shall not be a current or former elected official or anyone who is related to a current public official pursuant to City policy (Ordinance).
- Fully completed and signed application for each Commission/Committee/Board.
- Submit all required documents, attached to the respective application(s).
 - A copy of a utility bill or other bill with applicant's name and address.*
 - A copy of driver's license or state-issued identification card.*
- Signed Code of Ethics
- Complete and Submit separate applications for each separate Commission/Committee.

Feel free to visit the City's Website to review past and recent agendas and/or meetings at www.westminster-ca.gov.

DEADLINE:

Completed applications should be submitted to the City Clerk's Office for consideration.

/S/

Lucie Colombo, CMC, CPMC
Interim City Clerk of the City of Westminster

**Copies of certain documents are not subject to public disclosure.*

DATED: April 20, 2022