



WESTSIDE CITIES

- BEVERLY HILLS
- CULVER CITY
- LOS ANGELES
- SANTA MONICA
- WEST HOLLYWOOD

Date: May 31, 2007

To: Westside Cities Council of Governments

From: Jody Hall Esser, Executive Director

SUBJECT: Election of Chair, Vice Chair and Secretary; and Appointment of Treasurer for FY 2007-08.

The WSCCOG JPA and By-laws prescribe that officers shall be elected and appointed at the COG Annual Meeting in May. The Chair, Vice Chair and Secretary are elected positions; the Treasurer is an appointed position and is filled by the Treasurer of the City whose representative serves as Chair. (The Treasurer is the only position permitted to be filled by a staff member.)

Terms of office are for one year effective July 1. Duties and responsibilities of the officers are as follows:

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| Chair | The Chair of the Governing Board shall conduct all meetings of the Governing Board and perform other such duties and functions as required of such person by provisions of applicable law, these By-laws or by the direction of the Governing Board. |
| Vice Chair | The Vice Chair shall serve as Chair in the absence of the Chair and shall perform such duties as may be required by provisions of applicable law, these By-laws, or by the direction of the Governing Board or the Chair |
| Secretary | The Governing Board shall designate a Secretary. The Secretary shall keep a record of all proceedings and perform the usual duties of such office. |
| Treasurer | The Treasurer of the City whose representative is the Chair of the Governing Board shall serve as the Treasurer for the WSCCOG. The Treasurer shall have custody of all funds and have the powers of, and shall perform those functions required by Government Code sections 6505, 6505.5 and 6505.6, as may be subsequently amended, and shall have such other duties as may be prescribed by other applicable laws and regulations, the Agreement, these By-Laws or by the direction of the Governing Board. The Treasurer |

shall ensure strict accountability of all funds and reporting of all receipts and disbursements of the WSCCOG. The Treasurer shall annually cause an independent audit to be made in accordance with Government Code section 6505.

For the 2006-07 fiscal year, elected officers have been:

- Chair: Richard Bloom, City of Santa Monica
- Vice Chair: Linda Briskman, City of Beverly Hills
- Secretary: John Heilman, City of West Hollywood

The Treasurer position has been filled by the Finance Director from the City of Santa Monica.

Recommended Action:

- 1. That the Chair take the opportunity, if he desires, to comments regarding his past year as Chair of the COG.**
- 2. Call for nominations for the position of Chair; close the nominations; and call for the vote or declare the election by acclamation.**
- 3. Call for nominations for the position of Vice Chair; close the nominations; and call for the vote or declare the election by acclamation.**
- 4. Call for nominations for the position of Secretary; close the nominations; and call for the vote or declare the election by acclamation.**
- 5. Declare the name of the city/individual to fill the position of Treasurer.**