



CITY COUNCIL AGENDA REPORT

MEETING DATE: April 5, 2004

ITEM NUMBER:

SUBJECT: AMENDMENTS TO COSTA MESA COMMUNITY FOUNDATION BY-LAWS

DATE: March 22, 2004

FROM: CITY MANAGER'S OFFICE

PRESENTATION BY: ANN C. SHULTZ/LEGISLATIVE AND PUBLIC AFFAIRS MANAGER

FOR FURTHER INFORMATION CONTACT: ANN C. SHULTZ – 754-5667

RECOMMENDATION:

That the City Council adopt the amendments to the Costa Mesa Community Foundation by-laws.

BACKGROUND:

In April of 1998, the Costa Mesa City Council approved the formation of the Costa Mesa Community Foundation; a non-profit foundation whose purpose is to receive and distribute donations for projects that benefit the community. In December of 1998, the Foundation was formally incorporated as a non-profit foundation (501C3). In January of 1999, the Council appointed the Foundation's first nine member Board. These first members were appointed for staggered terms to lend continuity to the new Board.

ANALYSIS:

The Foundation Board has been meeting regularly since its appointment in 1999. The membership has changed since that time due to original members leaving and new members being appointed to fill the vacancies.

As the by-laws reflect, it was always the Council's intention that the Foundation operate as an independent non-profit. Since its incorporation, the Board has received and distributed over \$250,000 in funds for city projects. Most of these funds have been earmarked for specific projects. Due to this, the Board has had very little in the way of discretionary funds to disperse. The discretionary fund balance currently stands at \$8,358.61. For this reason, the Board has relied on City staff for professional, financial, legal and clerical support. The Board continues to explore ways to become more independent both now and in the future. In keeping with this goal, the Board wishes to amend the Foundation by-laws (see Attachment 1). The proposed amendments have been highlighted. This is one more step towards gaining eventual independence as a non-profit.

ALTERNATIVES CONSIDERED:

1. Do not adopt amendments to the by-laws.

FISCAL REVIEW:

No fiscal review required.

LEGAL REVIEW:

No legal review required.

CONCLUSION:

Staff recommends that the City Council approve the amendments to the Costa Mesa Community Foundation by-laws.

ANN C. SHULTZ
LEGISLATIVE/PUBLIC AFFAIRS
MANAGER

ALLAN L. ROEDER
CITY MANAGER

DISTRIBUTION: Costa Mesa Community Foundation Board

ATTACHMENTS: 1 [Amended By Laws](#)