Attachment 2

## CHAPTER 2.04 COUNCIL MEETINGS AND APPEALS

#### 2.04.010 Time of Regular Meetings.

The regular meetings of the Truekee-Town Council shall be held on the second and fourth Tuesday of each month at the time of 5:00 p.m., unless otherwise directed by <u>the</u> Town Manager, in consultation with <u>the Town</u> Council.

## 2.04.020 Place of Regular Meetings.

The regular meetings of the Town Council shall be held at the Town Administrative Center, 10183 Truckee Airport Road, Truckee, California, unless otherwise directed by the Town Manager, in consultation with <u>the Town</u> Council.

### CHAPTER 2.06 BOARDS & COMMISSIONS: GENERAL PROVISIONS

### 2.06.020 Number of Members.

<u>Unless otherwise specifically provided in a resolution establishing the board or commission or as</u> set forth herein, each board or commission shall consist of five (5) members.

#### 2.06.050 Appointment.

(a) For the Town of Truckee Planning Commission appointments. Each council Council member shall appoint one commission member which shall serve at the pleasure of the appointing Council Member.

(b) <u>to the Planning Commission.</u> For appointments to all other boards and commissions, unless otherwise specified by resolution or ordinance, each member shall be appointed by majority vote of the <u>council Town Council</u>.

#### 2.06.060 Term.

Unless otherwise specified by resolution or ordinance, each board or commission member shall serve a term of four (4) years, or for an expired term if appointed to fill a vacancy-<u>subject to</u> removal at any time at the pleasure of the appointing Council member (for members of the Planning Commission) or the Town Council (for members of all other boards and commissions). If one or more new <u>eouncilCouncil</u> members have been appointed or elected to the eouncil, but have not yet taken office, appointments to boards and commissions shall be suspended until the new <u>eouncil members have taken office</u>. Regardless of the term of service, all board and <u>commission members serve at the pleasure of the appointer</u>. Council members have taken office.

## 2.06.070 Vacancies.

If vacancies in any board or commission occur, other than by expiration of term, such vacancies shall be filled by appointment for the unexpired portion of the term as soon as reasonably possible in accordance with section 2.06.050.

#### 2.06.080 Meetings/Quorum.

Unless otherwise specified by resolution or ordinance, the Town Council shall establish meeting schedules for each board and commission. A quorum of a simple majority of the membership shall be required for the transaction of any business (except where law specifies a super majority vote

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# is required).

# 2.06.090 Absence From Meetings.

Should any<u>If a</u> board or commission member <u>beis</u> absent from (i) three consecutive meetings forof the board or commission; or (ii) one-fourth of all meetings of the board or commission in a 12-<u>month period</u>, that member shall automatically vacate the member's seat on the board or commission, unless otherwise directed by the Council. Absence from no more than two consecutive unexcused absences from meetings that have been called pursuant to law, or absences from one fourth of all meetings that have been called pursuant to law in a twelve-month period, shall be deemed good cause for removal from office. The vacancy shall be filled in the same manner as any other vacancy.