

**TOWN OF TRUCKEE
California**

ORDINANCE 2023-07

**AN ORDINANCE AMENDING SECTION 2.04 and 2.06 OF THE
TRUCKEE MUNICIPAL CODE REGARDING
BOARD AND COMMISSION MEMBER APPOINTMENTS AND ABSENCES FROM
MEETINGS**

WHEREAS, the Truckee Town Council directed staff to address the attendance and appointment method for the Town’s legislative bodies; and

WHEREAS, a Council committee of Mayor Romack and Council Member Zabriskie reviewed and provided feedback and edits to chapters 2.04 and 2.06 of the Truckee Municipal Code addressing attendance and appointments; and

WHEREAS, staff reviewed the policies of other California Cities and chose one that reflected the direction of Council;

The Town Council of the Town of Truckee Does Ordain as Follows:

Section 1. Sections 2.04.010, 2.04.020, 2.06.020, 2.06.050, 2.06.060, 2.06.070, and 2.06.090 of the Truckee Municipal Code are hereby amended to read as set forth in Exhibit 1, attached hereto.

Section 2. Section 2.06.040 of the Truckee Municipal Code is hereby deleted.

Section 3. If any section, subsection, sentence, clause or phrase of this ordinance is for any reason held by a court of competent jurisdiction to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of the ordinance. The Town Council of the Town of Truckee hereby declares that it would have passed this ordinance and each section, subsection, sentence, clause and phrase thereof irrespective of the fact that one or more sections, subsections, sentences, clauses or phrases may be held invalid or unconstitutional.

Section 4.

The Town Clerk is hereby directed to publish this ordinance in accordance with the law.

* * * * *

The foregoing Ordinance was introduced at a regular meeting of the Truckee Town Council held on the 26th day of September, 2023, and adopted at a regular meeting of the Truckee Town Council, on the __ day of __ 2023; ____, moved for the adoption, the motion was seconded by ____, and was carried by the following vote:

AYES:

NOES:

ABSENT:

Lindsay Romack, Mayor

ATTEST:

APPROVED AS TO FORM:

Kelly Carpenter, Town Clerk

Andy Morris, Town Attorney

CHAPTER 2.04 COUNCIL MEETINGS AND APPEALS

2.04.010 Time of Regular Meetings.

The regular meetings of the 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 the Town Manager, in consultation with the Town 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 the Town Council.

CHAPTER 2.06 BOARDS & COMMISSIONS: GENERAL PROVISIONS

2.06.020 Number of Members.

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

2.06.050 Appointment.

Each Council member shall appoint one member to the Planning Commission. 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 Town Council.

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 subject to 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 Council members have been appointed or elected, but have not yet taken office, appointments to boards and commissions shall be suspended until the new 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 is required).

2.06.090 *Absence From Meetings.*

If a board or commission member is absent from (i) three consecutive meetings of the board or commission; or (ii) one-fourth of all meetings of the board or commission in a 12-month period, that member shall automatically vacate the member's seat on the board or commission, unless otherwise directed by the Council.