

ORDINANCE NO. 94-06

**AN ORDINANCE OF THE RIDGECREST CITY COUNCIL
AMENDING THE RIDGECREST MUNICIPAL CODE
RELATING TO APPOINTMENTS TO COMMISSIONS AND
COMMITTEES**

BE IT ORDAINED BY THE RIDGECREST CITY COUNCIL as follows:

Section 1. Purpose

This Ordinance changes the date for certain council appointments to coincide with the November General Municipal Elections.

Section 2. Amendment

Section 2-2.101 of the Ridgecrest Municipal Code is hereby amended and reenacted to read as follows:

"Section 2-2.101 General

(a) This Article deals with city commissions. This section sets forth provisions which are common to all commissions. Unless otherwise indicated, the term "commission" shall also include boards and committees.

(b) Commissions shall consist of five (5) commissioners who shall be registered voters within the City and who shall be appointed on the basis of their qualifications for their duties. Each member of the Council shall nominate one Commissioner. The Council shall confirm or reject the nomination.

(c) Commissioners shall serve for two (2) year terms which expire on the last day of November of even numbered years. Each Council Member shall nominate a commissioner who shall be confirmed by a majority of the City Council. Should a vacancy occur, either by resignation or by Council action, the vacancy shall be filled by a nomination from the Council Member whose Commissioner position is vacant and confirmed by a majority of the City Council. Commissioners may be removed at any time, without cause, by a 4/5 vote of the Council.

(d) The City Administrator shall appoint a secretary for each commission who shall maintain the records of the commission and the minutes of the meetings. The secretary shall receive such compensation as may be fixed from time to time by the Council by resolution.

(e) At its first meeting in the month of December of each even-numbered year, each commission shall elect one (1) of its members as chairman and one (1) of its

Ordinance No. 94-06

Page 2

members as Vice-Chairman. If the chairman is absent or unable to act, the Vice-Chairman shall conduct the meeting of the Commission and exercise the powers of the Chairman.

(f) Each commission shall provide for the time and place of holding of its regular meetings. Adjourned regular and special meetings shall be called in accordance with the provisions of the Ralph M. Brown Act. All meetings shall be conducted in accordance with the Act.

(g) Each commission shall act only by resolution or motion. A majority of the Commissioners shall constitute a quorum for the transaction of the Commission's business; however, no motion or resolution shall be passed and become effective without the affirmative vote of at least a majority of the Commissioners.

(h) From time to time each commission shall adopt rules and regulations of procedure consistent with the provisions of this Code and State law. Each commission shall keep written records of its proceedings which shall be open at all times for public inspection. Each commission shall also file its recommendations with the Council. Each commission shall also file an annual report with the Council setting forth the transactions and recommendations of the Commission.

(i) The Council shall approve the budget for the work of each commission.

(j) Upon request by the Commission, city employees shall furnish to each commission within a reasonable time, such information as may be required for the work of the Commission. Each commission shall cooperate with Commissions of other agencies charged with similar responsibilities in the formulation of its plans and recommendations to the Council.

(k) Whenever a person requests a special meeting by any commission to consider a matter or take an action for that person's private benefit, then such person shall reimburse the City for any compensation paid by the City to the Commissions for attendance at such meeting. The Board of Commission Chairperson shall determine whether a special meeting is requested for "private benefit" within the meaning of this section.

(l) On or before December 31 of each year, the Council shall prepare an appointments list of all regular and ongoing board commissions and committees which are appointed by the Council. The list shall identify all appointed terms which will expire during the next calendar year with the name of the incumbent, the date of the appointment, the date the term expire and the necessary qualifications for the position. The list shall also include all boards, commissions and committees whose members

serve at the will of the Council.

(m) Whenever an unscheduled vacancy occurs in any board, commission or committee for which the Council has the appointing power, whether due to resignation, death, termination or other causes, a special vacancy notice shall be posted in the office of the City Clerk and not earlier than twenty (20) days before nor later than twenty (20) days after the vacancy occurs. Final appointment to the Board, Commission, or Committee shall not be made by the Council for at least ten (10) working days after the posting of the notice unless the Council finds that an emergency exists. A person appointed to fill a vacancy in an emergency shall serve only on an acting basis until the final appointment is made pursuant to this section."

Section 3. Other

Except as provided herein, the Ridgecrest Municipal Code is hereby reaffirmed and readopted.

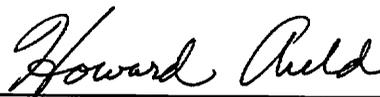
APPROVED AND ADOPTED THIS 15th day of June, 1994, by the following vote:

Ayes: Vice Mayor Auld, Council Members Bitney and Parode.

Noes: None.

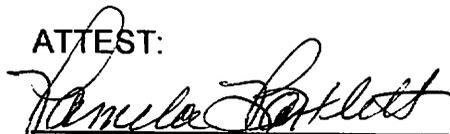
Abstain: None.

Absent: Mayor Corlett and Council Member Bryan.



Kevin S. Corlett, Mayor by
Howard Auld, Vice Mayor

ATTEST:



Pamela Bartlett, City Clerk