

Article 1. In General.

Sec. 3-01.01. Establishment of commissions.

- (a) Notwithstanding what may otherwise be provided in this Code, the following city commissions are hereby established:
- (1) Airport commission;
 - (2) Library and community services commission;
 - (3) Planning commission; and
 - (4) Traffic and transportation commission.
- (b) The city council may establish by resolution such advisory boards, committees, and other bodies as it deems appropriate in the conduct of the city's business.

(Ord. No. 2588(NCS), § 2, 2-7-2017)

Sec. 3-01.02. Composition; terms.

- (a) Members. Except as may otherwise be provided in this Code or through a resolution approved by the city council with respect to a particular city commission, committee, or board, each of the city commissions, committees, and boards shall consist of seven members.
- (b) Residency. Except as may be otherwise specifically provided in this Code or by resolution of the city council, all members of a city commission, committee, or board shall be residents of the city at the time of their appointment and continuously during their terms of office. A member who has moved residence from the city shall be considered to have resigned from the membership.
- (c) Qualified Elector. The mayor and each council member shall select a representative who is a qualified Salinas elector at the time of the appointment and continuously during the term of office.
- (d) Membership on Commissions and Boards. No person shall be a member of more than one city commission, committee, or board. In the event that a member of a commission, committee, or board is appointed to a second commission, committee, or board, then that person's membership on the first body shall be automatically vacated.
- (e) Terms. Except as may otherwise be specifically provided in this Code or by resolution of the city council, each member of a city commission, committee, or board shall serve until successors are appointed and qualified, unless removed sooner by action of the council or as otherwise hereinafter provided. Each member of a city commission, committee, or board serves at the pleasure of the appointing council member or the mayor and may be removed by that council member or the mayor at any time. At the time of the city council's certification of the results of each general municipal election, the continued term of each city commissioner and each member of a committee or board shall be subject to reconfirmation by the appointing council member or the succeeding council member.

(Ord. No. 2588(NCS), § 2, 2-7-2017)

Sec. 3-01.03. Powers and duties.

- (a) General Powers and Duties. The city commissions, committees, and boards established pursuant to this chapter shall have the general power and duty, within each bodies sphere of interest, to render advice and to make recommendations to the city council and the city manager.
- (b) Special Powers and Duties. In addition to the general powers and duties enumerated in subdivision (a) of this section and to the additional powers and duties ascribed to each by the city council, each city commission shall be empowered and obligated as follows:
 - (1) Airport Commission:
 - a. To study and make recommendations to the council on all matters relating to the technical operation, sale, lease, rental, improvement, development and beautification of any and all airports including all airport facilities and buildings owned or operated by the city.
 - b. To study and recommend ordinances and resolutions for the establishment of administrative rules and regulations governing the operation and use of airport facilities.
 - c. To prepare and recommend adoption of a current airport master plan.
 - d. To prepare annually, prior to the beginning of each fiscal year, a program of public improvements deemed necessary or desirable to be undertaken during the coming fiscal year and in line with the airport master plan.
 - (2) Library and Community Services Commission:
 - a. To study and recommend ordinances and resolutions for the establishment of administrative rules and regulations governing the operation and use of the Salinas public library facilities.
 - b. To make recommendations to the library and community services director on the library collection development policy and other policies, including, but not limited to, those related to the acquisition of books and other library materials and also including, but not limited to, those related to the study and the recommendation of facility improvements and facility policies.
 - c. To prepare annually, prior to the beginning of each fiscal year, a program of public improvements deemed necessary or desirable to be undertaken during the fiscal year and in line with the long range library development plan.
 - d. To study and make recommendations to the council on all matters relating to the sale, lease, rental, operation, improvement, development and beautification of any and all parks and park buildings and facilities owned or controlled by the city.
 - e. To advise the council and city manager on the promotion and planning of a comprehensive and adequate recreation-park program for the city.
 - (3) Planning Commission: The purpose of the planning commission is to promote and insure the comprehensive and adequate planning of the city. To fulfill that purpose, the planning commission shall have the power and it shall be its duty to consider and recommend to the city council the following:
 - a. The approval or disapproval of maps or plats of subdivisions or resubdivisions of lands, whether lying within the city or within three miles outside its corporate limits;
 - b. Land use or zoning plans and any proposed changes therein and any ordinances effectuating such plans;
 - c. Plans for sanitation and the proper service of all public utilities;

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- d. Plans and procedure for the improvement of housing standards, adequate housing, and regulations relating to housing and building codes;
 - e. The proper location of any proposed building, structure or works;
 - f. The adoption of any plan or plans for the physical development of the city, including lands outside the city, as may bear relation to the planning thereof.

No ordinance or resolution shall be adopted, nor shall any final action be taken, by the city council, relating to any of the foregoing matters contained in this section until the same shall first have been submitted to the planning commission and the planning commission shall have made its recommendations thereon.

The city planning commission shall review the general plan, or any portion, extension or amendment thereof, before the adoption of such plan, or any portion, extension or amendment thereof, by the city council.

(4) Traffic and Transportation Commission:

- a. To study and recommend to the council and city manager ways and means of improving traffic flow and safety on existing streets and public property within the city. The studies and recommendations shall include such matters as channelization of traffic, location of traffic control devices, speed zones and traffic islands.
- b. To render advice on the safe use of all public streets, crosswalks, sidewalks, alleys, parking lots, curb parking and other parking areas within the city.
- c. Working in conjunction with other community interest groups to prepare and recommend adoption of municipal off-street public parking improvement programs.
- d. To study and recommend to the council and city manager ways and means of improving the city operated municipal transportation system. The studies and recommendations shall include such matters as fares, routing and coordination of such fares and routes with those of other public transportation agencies.

(Ord. No. 2588(NCS), § 2, 2-7-2017)

Sec. 3-01.04. Quorum.

A majority of the appointed members of the city commission, committee, or board shall constitute a quorum. No action shall be taken except by the affirmative vote of the majority of the members present. In the event any member or members abstain from the determination of an item, said member or members shall be counted as present for the purpose of determining a quorum.

(Ord. No. 2588(NCS), § 2, 2-7-2017)

Sec. 3-01.05. Appointment; vacancies; removal.

- (a) Appointments. The mayor and each member of the city council shall appoint one member to each city commission, committee, or board. Except with respect to the police community advisory committee to which the mayor and each member of the city council shall appoint from residents of the city at-large; however, for the city councilmembers first preference shall be given to qualified electors who reside within the respective district of the appointing councilmember, members of each city commission, committee, or board may be selected from among residents of the city at-large. The mayor shall make an appointment from an established eligibility list if the appointing council member does not fill a vacancy within two months following notification by the city clerk.

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- (b) Vacancies. Vacancies shall be filled in the same manner as appointments. In the event the office the mayor or a council member becomes vacant during the term thereof, and until the office is filled, the city commission, committee, or board member appointed by such mayor or council member may be removed by a majority vote of the city council.
 - (c) Removal. Any member of any city commission, committee, or board may be removed from membership upon the affirmative vote of a majority of the members of the city council and any such action shall be final and not subject to review.

(Ord. No. 2588(NCS), § 2, 2-7-2017)

Sec. 3-01.06. Organization; officers; meetings; conduct of business.

Unless the city council determines otherwise through separate action, the city commissions, committees, and board shall organize and operate in accordance with uniform bylaws for city commissions, committees, and boards approved by the city council.

(Ord. No. 2588(NCS), § 2, 2-7-2017)