

7.4 Appointments of Commissioners, City Representatives, and Advisory Bodies (City Council Only).

(a) Charter § 602 requires that members of City commissions and advisory boards be appointed by the Mayor, with the approval of the City Council. This appointment and approval process shall proceed as follows:

(1) The Mayor will open nominations, at which point any member of the City Council may nominate a member or members to the commission or board in question.

(2) Once all nominations have been made, the Mayor will close nominations.

(3) The Mayor will then present each nominee for a straw vote of the Council. The nominees will be voted on individually and in the order in which each nominee's application was received.

(4) The straw voting will continue until the vacancy or vacancies have been filled by majority straw vote of the City Council.

(5) The Mayor will then present the names of those proposed for appointment and request a vote of the City Council to approve the Mayor's proposed appointments.

(b) From time to time the Council may be required to assign a representative of the City to non-City boards, commissions or organizations (e.g., boards or commissions of another agency or joint powers authority). Except as otherwise required by law or by the policies of the non-City organization, the Mayor shall make all such appointments of City representatives on non-City organizations after consultation with the City Council similar to appointment process as outlined in Charter § 602.

(c) The City Council shall have the power to establish advisory committees, commissions, other Legislative Bodies and Non-Governing Bodies (Charter §600). Any committee which is (i) established by ordinance, resolution or other formal action, or (ii) has a fixed regular meeting schedule, or (iii) has continuing subject matter jurisdiction over a non-temporary issue, or (iv) which continues to conduct business in excess of 180 days, or (v) has a majority membership of officials from other Legislative Bodies, shall be subject to the provisions of the Brown Act.

(d) Advisory bodies and committees may take the following form:

(1) The Council may, as the need arises, authorize the appointment of "ad hoc" Council committees composed of two members. Except where otherwise specifically provided by law, the Presiding Officer shall appoint the members of the Council committees, subject to the approval of the Council. Any committee so created shall cease to exist upon the accomplishment of the special purpose for which it was created or when abolished by a majority vote of the Council.

(2) The Council may, subject to the Brown Act, create other committees, boards, and commissions, whether Legislative Bodies or Non-Governing Bodies, to assist in the conduct and operation of the City government with such jurisdiction and duties as the Council may specify. The Mayor shall make appointments of members to such committees, boards or commissions subject to the approval of the Council. The procedure of filling vacancies and provision of notice thereof shall be subject to the provisions of the Maddy Act (Charter §§ 602 and 605, G.C. §§ 54970-54974). Absent any other provision to the contrary, members of committees, boards and commissions may be removed by the Council without cause by a majority vote of the whole Council body. Any member of the City Council may place the question of such removal on the agenda. Any committees, boards, or commissions so created may be abolished by a majority vote of the whole Council body by repeal of the enacting ordinance or resolution.

(d) Sub-Legislative Bodies, including Non-Governing Bodies, shall be responsible for reporting the Body's activities to the City Council. The members of a Sub-Legislative Body or Non-Governing Body shall operate within the jurisdiction established by the Council and shall not have authority to make subcommittees unless specifically granted such authority by action of the full City Council. Staff members may be assigned to assist any Council-created committee by the City Manager. Staff members so assigned shall not be members of the committee unless specifically appointed as such by action of the full Council.