

**CITY OF SAN MATEO  
ORDINANCE NO. 2013-2**

**REPEALING CHAPTER 2.22, “COMMUNITY IMPROVEMENT COMMISSION,” AND  
AMENDING CHAPTER 2.21, AND VARIOUS SECTIONS OF THE SAN MATEO  
MUNICIPAL CODE TO TRANSFER THE RESPONSIBILITIES OF THE FORMER  
COMMUNITY IMPROVEMENT COMMISSION TO THE COMMUNITY RELATIONS  
COMMISSION AND PROVIDE FOR A LIMITED TERM EXPANSION OF THE NUMBER OF  
COMMUNITY RELATIONS COMMISSION TO SIX MEMBERS**

THE CITY COUNCIL OF THE CITY OF SAN MATEO, CALIFORNIA, HEREBY ORDAINS  
that:

**Section 1.** Chapter 2.22, “Community Improvement Commission,” of Title 2, “Administration and Personnel,” of the San Mateo Municipal Code is repealed.

**Section 2.** Chapter 2.21, “Community Relations Commission,” of Title 2, “Administration and Personnel,” of the San Mateo Municipal Code is amended to read as shown in the attached Exhibit A.

**Section 3.** Sections 1.10.060, “Appeal of Administrative Citation,” 1.10.070, “Fees Assessed,” 1.11.010, “Civil Penalty,” 1.11.030, “Hearing,” 1.14.030, “Administrative Compliance Order,” 1.14.050, “Administrative Compliance Hearing,” 1.14.060, “Penalties and Fees Assessed,” 7.14.010, “Adoption,” 7.16.060, “Abatement – Referral to Community Improvement Commission,” 7.16.070, “Notice of Hearing by Community Improvement Commission on Public Nuisance or Violation,” 7.16.080, “Hearing by Community Improvement Commission on Public Nuisance or Violation,” 7.16.090, “Order of the Community Improvement Commission,” 7.16.100, “Appeal of Decision of Community Improvement Commission on Public Nuisance or Violation,” 7.16.120, “Direct Referral of Complaint to the City Council,” 7.16.130, “Council Hearing on Direct Referral of Complaint,” 7.16.210, “Administrative Fees,” 8.32.060, “Permit – Appeal,” 23.06.040, “Appeals,” 23.06.100, “Demolition Permit Conditions,” 27.02.215, “Community Improvement Commission – Review of Violations,” 27.04.257, “Community Improvement Commission,” 27.14.020, “Conditions for Relocation Assistance,” and 27.68.030, “Review for Compliance,” of the San Mateo Municipal Code are amended to replace all references to the “Community Improvement Commission” with the “Community Relations Commission.”

**Section 4. SEVERABILITY.** In the event any section, clause or provision of this Chapter shall be determined invalid or unconstitutional, such section, clause or provision shall be deemed severable and all other sections or portions hereof shall remain in full force and effect. It is the intent of the City Council that it would have adopted all other portions of this ordinance irrespective of any such portion declared to be invalid or unconstitutional.

**Section 5. PUBLICATION.** This Ordinance shall be published in summary in the Examiner Peninsula Edition, posted in the City Clerk’s Office, and posted on the City’s website, all in accord with Section 2.15 of the City Charter.

The foregoing ordinance was introduced on February 4, 2013, and adopted by the City Council of the City of San Mateo, State of California on the 19th day of February, 2013, by the following vote:

AYES: COUNCIL MEMBERS ROSS, GROTT, FRESCHET, MATTHEWS AND LIM

NOES: NONE

ABSENT: NONE

ATTEST:

(SEAL) /s/ PATRICE M. OLDS  
Patrice M. Olds, City Clerk

/s/ DAVID LIM  
David Lim, Mayor

## **EXHIBIT A**

### **Title 2**

#### **ADMINISTRATION AND PERSONNEL**

##### **Chapters:**

- 2.03 City Council
- 2.09 Officers
- 2.12 Code of Ethics for Officers
- 2.15 Library Board
- 2.21 Community Relations Commission
- 2.24 Planning Commission
- 2.25 Housing Rehabilitation Loan Committee
- 2.27 Park and Recreation Commission
- 2.28 Public Works Commission
- 2.29 Senior Citizens Commission
- 2.30 Department of Community Development
- 2.33 Department of Finance
- 2.36 Fire Department
- 2.39 Police Department
- 2.45 Department of Parks and Recreation
- 2.48 Department of Public Works
- 2.57 Personnel System
- 2.58 Equal Opportunity in Employment
- 2.66 Retirement System
- 2.69 Office Hours—Public Records
- 2.75 Funds
- 2.78 Emergency Services
- 2.80 Contributions and Loans to City Candidate Campaigns

## Chapter 2.21

### COMMUNITY RELATIONS COMMISSION\*

#### Sections:

- 2.21.010 Organization.
- 2.21.020 Meetings.
- 2.21.030 Powers—Duties.
- 2.21.040 Federal and State law.
- 2.21.050 Appeals.

\* Although not controlling, for statutory provisions pertaining to human relation commissions, see Cal. Gov. C.A. § 50260 et seq.

#### **2.21.010 ORGANIZATION.**

The community relations commission of the City shall consist of no more than six members appointed by the Council until no later than June 10, 2014, and thereafter shall have five members. In making appointments, the Council shall insure that the persons appointed are representative of the neighborhoods and ethnic communities to be served by the Commission as hereinafter provided.

Each member of the community relations commission shall serve at the pleasure of the Council and for a term of four years, or until the appointment and qualification of a successor. No member shall be eligible for reappointment after serving two consecutive four-year terms.

(Ord. 2006-2 § 1, 2006; Ord. 1977-23 § 1, 1977; Ord. 1973-18 § 1, 1973; Ord. 1972-20 § 1, 1972; Ord. 1971-31 § 1, 1971; Ord. 1970-39 § 1, 1970: prior code § 10.5.01).

#### **2.21.020 MEETINGS.**

The commission shall meet within a month of its formation and establish itself by electing a chairman and vice-chairman to serve at the pleasure of the commission. The commission may adopt reasonable rules and regulations for the conduct of its business. A regular time and place of meetings shall be established and adhered to in the manner of holding public meetings for legislative bodies in the state. All meetings shall be open to the public unless by law otherwise provided. (Ord. 1977-23 § 1, 1977: prior code § 10.5.02).

#### **2.21.030 POWERS—DUTIES.**

The commission shall have the following powers and duties:

- (a) To conduct public hearings pursuant to Chapter 7.16;
- (b) To hear appeals from any notice and order or any action of the Building Official issued pursuant to Chapter 7.14;
- (c) To hear requests from the Building Official, Zoning Administrator, or Senior Code Enforcement Officer for orders to abate violations of Title 25 or Title 27, as provided in Chapter 7.16;
- (d) To hear appeals for administrative citations pursuant to 1.10.060;
- (e) To study, investigate, mediate and hold public hearings on community-wide problems arising in this city, especially those which may result in intergroup tensions or discrimination because of race, religion, color, ancestry or place of birth;
- (f) To provide oversight of federal, state or other grant programs that implement public service, housing, and community development programs, and make recommendations on those programs which may be assigned to them by the Council.

- (g) To work with organizations of similar intent formulated by public agencies having jurisdiction within the City and with the human relations commission of the county. To this end, a member shall be assigned as liaison to each group and shall attend the meetings thereof and report thereon to the commission. Any person assigned as liaison from the county commission, or other such group, to this community relations commission shall be an ex officio member but shall have no vote.
- (h) Such other powers and duties as maybe prescribed from time to time by ordinance or resolution of the Council.

The commission shall make recommendations to the Council to correct, reduce or eliminate existing inequalities and disadvantages and prepare, encourage and coordinate programs of voluntary affirmative action to insure the complete utilization of the human resources of this community for the betterment of all its inhabitants. (Ord. 2006-2 § 1, 2006; Ord. 1977-23 § 1, 1977; Ord. 1973-18 § 2, 1973; Ord. 1972-20 § 2, 1972: prior code § 10.5.03).

#### **2.21.040 FEDERAL AND STATE LAW.**

It is the intent of the Council that the activities of the community relations commission shall not conflict with areas which are the exclusive jurisdiction of the federal government, the state, or any of its political subdivisions as established by statute. (Ord. 2006-2 § 1, 2006; Ord. 1977-23 § 1, 1977: prior code § 10.5.04).

#### **2.21.050 APPEALS.**

Decisions of the Community Relations Commission regarding violations of the ordinances on housing maintenance and public nuisances may be appealed to the City Council as set forth in Chapter 7.16.