

Ordinance No. 1019

MEDINA CITY COUNCIL

AN ORDINANCE OF THE CITY OF MEDINA, WASHINGTON, AMENDING MEDINA MUNICIPAL CODE (MMC) CHAPTER 2.24 (PARKS AND RECREATION BOARD) TO ALLOW FOR HYBRID MEETINGS AND CLARIFY THE NUMBER OF PARKS AND RECREATION BOARD MEETINGS, AND MMC CHAPTER 2.28 (PLANNING COMMISSION) TO ALLOW FOR HYBRID MEETINGS; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, Title 2 of the Medina Municipal Code (“MMC” or “Code”) contains the City of Medina’s (“City”) meeting rules for the Parks and Recreation Board and the Planning Commission; and

WHEREAS, during the COVID-19 Pandemic, the City Council, the Parks and Recreation Board, and the Planning Commission all utilized remote and hybrid meeting options to conduct City business; and

WHEREAS, in 2022, the Washington Legislature passed Engrossed Substitute House Bill (“ESHB”) 1329 encouraging municipalities to provide remote and hybrid options for members of the public, elected officials, and appointed officials to attend meetings and conduct City business; and

WHEREAS, MMC 2.04.010 already allows City Councilmembers to participate in City Council meetings via teleconferencing or video conferencing; and

WHEREAS, the Parks and Recreation Board have advised that, in addition to hybrid options, reducing the frequency of Parks and Recreation Commission meetings is in the best interests of the City; and

WHEREAS, the City Council finds that allowing a hybrid option for Parks and Recreation Board and Planning Commission meetings is in the best interest of the City; and

WHEREAS, the City Council finds that reducing the frequency of Parks and Recreation Board meetings is in the best interest of the City; and

WHEREAS, the City Council desires to adopt the amendments as set forth herein.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF MEDINA, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. Findings. The City Council adopts the foregoing recitals as its findings and conclusions concerning the matters described therein, also intending thereby to provide a record of the facts, issues and process involved in its consideration.

Section 2. Amendment to MMC 2.24.030. The Medina Municipal Code Section MMC 2.24.030 is hereby amended as follows:

2.24.030. - Meetings.

A. *Election of officers.* The parks and recreation board shall elect from among its voting members a chairperson, who shall preside at all meetings, and a vice chairperson, who shall preside in the absence of the chairperson. The chairperson and vice chairperson shall be elected each January.

B. *Quorum.* A majority of the parks and recreation board voting members appointed as set forth in this chapter shall constitute a quorum for the transaction of the board's business. In the case where the voting members are an even number, half of the voting members plus one additional voting member shall constitute a quorum for the transaction of business. A majority vote of those present shall be necessary to carry any motion.

C. *Rules and regulations.* The parks and recreation board shall adopt such rules and regulations as are necessary for the conduct of its business.

D. *Time.* The regular meeting of the parks and recreation board will be held on the third Monday of ~~each month~~ January, March, May, July, September, and November of each year, commencing at 5:00 p.m.

E. *Place.* The regular meeting place of the parks and recreation board will be at Medina City Hall located at 501 Evergreen Point Road.

F. *Remote Participation.* Members of the parks and recreation board may attend any meeting either in person or remotely via videoconferencing or teleconferencing unless such attendance is otherwise restricted or prohibited by legislative or governor's proclamation/order, or other emergency order. Members attending remotely shall so advise the city clerk or staff liaison not later than 2:00 p.m. the day of the meeting so that appropriate technical or other arrangements are in place for proper conduct of the meeting.

~~F.G.~~ *Special meetings.* The parks and recreation board may, from time to time, provide for special meetings in accordance with Chapter 42.30 RCW, the Open Public Meetings Act.

~~G.H.~~ *Staffing.* Staff provided to the parks and recreation board shall be advisory.

~~H.I.~~ *Documentation.* The parks and recreation board shall ensure its meetings are recorded and a monthly summary of its actions and decisions are reflected in the board's minutes.

Section 3. Amendment to MMC 2.28.035. The Medina Municipal Code Section MMC 2.28.035 is hereby amended as follows:

2.28.035. – Meetings.

A. *Time.* The regular meeting of the planning commission will be held on the fourth Tuesday of each month, commencing at 6:00 p.m.

B. *Place.* The regular meeting place of the planning commission will be at Medina City Hall located at 501 Evergreen Point Road.

C. Remote participation. Members of the planning commission may attend any meeting either in person or remotely via videoconferencing or teleconferencing unless such attendance is otherwise restricted or prohibited by legislative or governor's proclamation/order, or other emergency order. Members attending remotely shall so advise the city clerk or staff liaison not later than 2:00 p.m. the day of the meeting so that appropriate technical or other arrangements are in place for proper conduct of the meeting.

Ⓔ. *Special meetings.* The commission may, from time to time, provide for special meetings in accordance with Chapter 42.30 RCW, the Open Public Meetings Act

Section 4. Corrections. The City Clerk and codifiers of the ordinance are authorized to make necessary corrections to this Ordinance including, but not limited to, the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 5. Severability. If any section, subsection, paragraph, sentence, clause or phrase of this Ordinance is declared unconstitutional or invalid for any reason, such invalidity shall not affect the validity or effectiveness of the remaining portions of this Ordinance.

Section 6. Effective Date. This Ordinance or a summary thereof consisting of the title shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after publication.

PASSED BY THE CITY COUNCIL OF THE CITY OF MEDINA ON THE 13TH DAY OF FEBRUARY 2023 BY A VOTE OF __ FOR, __ AGAINST, AND __ ABSTAINING, AND IS SIGNED IN AUTHENTICATION OF ITS PASSAGE THE 13TH DAY OF FEBRUARY 2023.

Jessica Rossman, Mayor

Approved as to form:
Ogden Murphy Wallace, PLLC

Attest:

Scott M. Missall, City Attorney

Aimee Kellerman, City Clerk

PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NO.:1019 / AB