

ORDINANCE NO. O2023-008

AN ORDINANCE of the City Council of the City of Tumwater, Washington, amending Title 2, Administration and Personnel, of the Tumwater Municipal Code, adding a new Chapter 2.54, General Guidelines for Advisory Boards and Commissions, to provide general guidelines governing City advisory boards and commissions and creating a uniform process for removal of members as more particularly described herein.

WHEREAS, the City has authority to create boards and commissions; and

WHEREAS, the City has established the following Boards and Commissions: Planning Commission, Historic Preservation Commission, Tree Board, Civil Service Commission, Board of Park Commissioners, LEOFF Plan I Disability Board, and Lodging Tax Advisory Committee; and

WHEREAS, the City wishes to ensure boards and commissions have rules to govern their proceedings and to create a uniform process to govern the removal of members of advisory boards and commissions;

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

Section 1. A new Chapter 2.54, General Guidelines for Advisory Boards and Commissions, is hereby added to the Tumwater Municipal Code to read as follows:

Chapter 2.54

GENERAL GUIDELINES FOR ADVISORY BOARDS AND COMMISSIONS

Sections:

- 2.54.010 Applicability of Chapter.
- 2.54.020 Creation of Rules
- 2.54.030 Removal of Members.

2.54.010 Applicability of Chapter.

The provisions of this chapter shall apply to each advisory board, commission, committee, task force, or other multi-member body created by the city council, except as otherwise provided by city code or where in conflict with state law.

Each member of a board, commission, committee, task force or other multi-member body appointed by the city council shall comply with applicable state and local laws, rules, and regulations including the City of Tumwater Employee Code of Ethics.

2.54.020 Creation of Rules.

Each advisory board, commission, committee, task force, or other multi-member body shall establish, adopt and comply with its own rules of procedure.

2.54.030 Removal of Members.

- A. The mayor may remove a member of a board, commission, committee, task force, or other multi-member body at any time with approval of a majority of the city council.
- B. Vacancies for the remainder of an unexpired term shall be filled in the same manner in which the original appointment was made.

Section 2. Section 2.72.030, Terms of commissioners – Filling vacancies, of the Tumwater Municipal Code shall be amended as follows:

2.72.030 Terms of commissioners – Filling vacancies.

The first commissioners appointed and those appointed to newly created positions shall determine by lot whose term shall expire in one, two and three years respectively, and their terms shall begin after their appointment has been approved by the city council, and upon taking the usual oath of qualification. The terms of office, except the first, shall begin on the first Monday in June, and, at the expiration of each commissioner's term, the mayor shall appoint, with the consent of the city council, one member for a three-year term. ~~Members of the board may be removed at any time by the mayor, with the approval of five members of the council, and vacancies for the remainder of unexpired terms shall be filled in the same manner in which the original appointments are made.~~

(Ord. O2007-011, Amended, 07/17/2007; Ord. 636, Added, 02/06/1973)

Section 3. Corrections. The City Clerk and codifiers of this 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 4. Ratification. Any act consistent with the authority and prior to the effective date of this ordinance is hereby ratified and affirmed.

Section 5. Severability. The provisions of this ordinance are declared separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section, or portion of this ordinance or the invalidity of the application thereof to any person or circumstance, shall not affect the validity of the remainder of the ordinance, or the validity of its application to other persons or circumstances.

Section 6. Effective Date. This ordinance shall become effective thirty (30) days after passage, approval and publication as provided by law.

ADOPTED this _____ day of _____, 2023.

CITY OF TUMWATER

Debbie Sullivan, Mayor

ATTEST:

Melody Valiant, City Clerk

APPROVED AS TO FORM:

Karen Kirkpatrick, City Attorney

Published:_____

Effective Date:_____