

TO: City Council
FROM: John Doan, City Administrator
DATE: May 2, 2023
SUBJECT: Ordinance No. O2023-008, Amending Title 2 of the Tumwater Municipal Code, Adding Chapter 2.54, General Guidelines for Advisory Boards and Commissions

1) Recommended Action:

Adopt Ordinance No. O2023-008, amending Title 2 of the Tumwater Municipal Code, adding Chapter 2.54, General Guidelines for Advisory Boards and Commissions.

2) Background:

At the April 12th General Government Committee meeting, the Committee recommended adoption of Ordinance No. O2023-008. Current provisions for most of the City's boards and commissions do not provide authority or a process for removal of any member for failure to perform. The exception being the Planning Commission which is dictated by statute. The attached ordinance establishes a uniform process for removal of members of any advisory board, commission, task force, and other multi-member body created by the City Council. The action by the Mayor requires approval of the City Council.

This ordinance also clarifies that members are subject to applicable state and local laws, rules and regulations, including ethics provisions. This is important because City board and commission members are increasingly involved in activities (spending decisions, certificates of approval, budgets, artist commissions, etc.) which could create opportunities for conflicts of interest.

The City currently has vacancies on the Barnes Lake Management District Steering Committee, Civil Service Commission, Lodging Tax Advisory Committee and the Planning Commission. Interested residents are encouraged to apply. Information can be found at: <https://www.ci.tumwater.wa.us/departments/city-meetings/commissions-advisory-boards>.

3) Policy Support:

Strategic Priority: Refine and Sustain a Great Organization

4) Alternatives:

- ☐ Do not adopt Ordinance No. O2023-008
 - ☐ Modify the ordinance
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5) Fiscal Notes:

There is minimal cost to this ordinance and it avoids potential pitfalls at a later time.

6) Attachments:

- A. Ordinance No. O2023-008, Amending Title 2 of the Tumwater Municipal Code, Adding Chapter 2.54, General Guidelines for Advisory Boards and Commissions