

Ordinance No. _____

AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON, RELATED TO COUNCIL COMMITTEES; AND AMENDING CHAPTERS 2.06 AND 2.100, AND SECTIONS 12.62.020, 12.72.055, AND 16.44.055 OF THE OLYMPIA MUNICIPAL CODE

WHEREAS, at its annual retreat on January 15, 2022, the Olympia City Council decided to change the name of its General Government Committee to Community Livability and Public Safety Committee to better reflect the nature of the committee and the topics it considers;

NOW, THEREFORE, THE OLYMPIA CITY COUNCIL ORDAINS AS FOLLOWS:

Section 1. Amendment of OMC 2.06. Olympia Municipal Code Chapter 2.06 is hereby amended to read as follows:

Chapter 2.06

COUNCIL COMMITTEES

2.06.000 Chapter Contents

Sections:

2.06.010 Created.

2.06.020 Performance of tasks.

2.06.030 Assignment of members – Chairperson.

2.06.050 Recommendation of advisory board and commission members.

2.06.060 Council appointment to interlocal or interjurisdictional boards and commissions.

2.06.070 Terms--Vacancy filling.

2.06.010 Created

There are created the following committees of the City Council along with a general description of topics for their consideration:

A. ~~General Government Committee: Public safety, operational policy, economic development, housing, general government issues, boards and commissions;~~ Community Livability and Public Safety Committee: Public health; public safety; social justice; diversity, equity, and inclusion; arts and recreation; general government issues, community-member advisory boards, commissions and committees;

B. Land Use and Environment Committee: Planning, housing, transportation, environment, utilities, parks, community development, neighborhoods;

C. Finance Committee: ~~finance/budget~~ Finance, budget, economic development.

2.06.020 Performance of tasks

The committees created in this chapter shall perform such tasks in line with the subjects described in Section 2.06.010, or as may be referred to them by the City Council.

2.06.030 Assignment of members – Chairperson

Councilmembers shall be assigned to a committee as determined by the City Council after each Council election. A chairperson for each committee shall be selected by the Council to preside over committee meetings. If necessary, each committee shall meet at least once a month or more, depending on the committee’s agenda, at date(s) and time(s) available to committee members.

2.06.050 Recommendation of advisory board and commission members

Repealed. Reference OMC 2.100.040.

2.06.060 Council appointment to interlocal or interjurisdictional boards and commissions

The City Council shall determine the Councilmember(s) to be appointed to the various boards and committees created by interlocal agreement or for interjurisdictional committees, commissions or boards.

2.06.070 Terms –Vacancy filling

The terms shall be for two-year periods, commencing on January 1st, of each even-numbered year. The terms for members of the Committee of the Chairs shall be co-extensive with the terms for members of the committees set forth in OMC Section 2.06.010. Vacancies occurring prior to the expiration of these terms shall be filled in the same manner as set forth in this chapter for regular appointments.

Section 2. Amendment of OMC 2.100. Olympia Municipal Code Chapter 2.100 is hereby amended to read as follows:

Article I. COMMUNITY-MEMBER ADVISORY BOARDS, COMMISSIONS AND COMMITTEES APPOINTED BY THE OLYMPIA CITY COUNCIL

2.100.010 Purpose

The purpose of this chapter is to create specific community-member advisory boards, commissions and committees appointed by the City Council, and provide uniform policies for the boards, commissions and committees enabled herein, to the extent possible. From time to time, the City Council may create advisory ad hoc boards, commissions and committees and appoint community members to such advisory groups. Ad hoc boards, commissions and committees shall be of a limited duration determined by the Olympia City Council. Community members appointed to the City Council’s ad hoc boards, commissions and committees shall serve without compensation unless specifically retained as consultants, except for the stipend provided in OMC [2.100.040.C](#) below.

2.100.020 Boards, Commissions and Committees Established

All community-member boards, commissions and committees appointed by the City Council shall be established by Ordinance of the City Council and which shall contain a statement of purpose and of duties. Except as may be otherwise provided by ordinance, the boards, commissions and committees appointed by Council are advisory in nature.

2.100.030 List--Community-Member Boards, Commissions and Committees Appointed by the Olympia City Council

The boards, commissions and committees appointed by the City Council are:

- A. Arts Commission (See OMC [2.100.100](#) - [2.100.240](#))
- B. Bicycle and Pedestrian Advisory Committee (See OMC [2.100.250](#) - [2.100.270](#))
- C. Design Review Board (See OMC [18.76](#))
- D. Heritage Commission (See OMC [18.12](#))
- E. Lodging Tax Advisory Committee (See OMC [2.100.280](#) - [2.100.310](#))
- F. Parks and Recreation Advisory Committee (See OMC [2.100.320](#) - [2.100.340](#))
- G. Planning Commission (See OMC [2.100.350](#) - [2.100.410](#))
- H. Utility Advisory Committee (See OMC [2.100.420](#) - [2.100.440](#))
- I. Home Fund Advisory Board (See OMC [2.100.450](#) - [2.100.480](#))

- J. Community Member Representatives for Police Use of Force Events (See OMC [2.100.500](#) - [2.100.530](#)).
- K. Social Justice and Equity Commission (See OMC 2.100.600-2.100.630)

2.100.040 Members

- A. Number of Members. Except as may be otherwise provided by ordinance, each board, commission or committee shall consist of nine (9) members appointed by the City Council.

- B. Residency. Except as may be otherwise provided in the Olympia Municipal Code regarding a specific board, commission or committee, the majority of members on each board, commission and committee shall reside within the corporate limits of the City of Olympia or the City of Olympia Urban Growth Area.
 - 1. This provision shall not apply to a board, commission or committee member when there is a member vacancy during a term of office resulting in less than a majority of the remaining members residing within the corporate limits of the City of Olympia or the Urban Growth Area. In this case, the residency requirement may be suspended for the remainder of the term that was vacated.

- C. Compensation. All board, commission and committee members shall serve without compensation, but shall receive a stipend of Twenty-Five and no/100 Dollars (\$25.00) per meeting attended to defray expenses such as transportation, meals and child care. A member may waive receipt of any stipend offered by the City of Olympia. If a member certifies in writing they are a low-income person, as administratively determined by the City of Olympia, the stipend shall be \$50.00 per meeting attended.

- D. Appointment.
 - 1. Members are appointed by majority vote of the Olympia City Council in an open public meeting.
 - 2. Members serve at the discretion of the City Council and may be removed from office for any reason by majority vote of the City Council in a public meeting.
 - 3. City employees are not eligible for appointment to a board, commission or committee during the term of their employment with the City.

- E. Recruitment. The City Council's ~~General Government~~ Community Livability and Public Safety Committee shall develop and implement a public process to recruit potential board, commission and committee members.

- F. Diversity. Given the applicant pool and qualifications at the time of member recruitment, the City Council shall strive, to the best of its ability, to achieve diversity in geographic residence within the City, gender, age, profession, race and ethnicity on each board, commission and committee. No geographic, gender, age, profession, race, nor ethnicity restrictions shall be placed on applicant eligibility.

- G. Non-Partisan. All board, commission and committee positions are non-partisan.

2.100.050 Term of Office

- A. The term of office for board, commission and committee positions shall be three (3) years, except as modified by the City Council, and such terms shall commence on April 1.

- B. The terms shall be staggered so that as near as possible one-third of each board's, commission's and committee's membership shall expire each year.

- C. Terms shall be limited to three (3) full terms, nine (9) years, on any one board, commission or committee (except for the Design Review Board and the Heritage Commission). Partial terms will not be counted toward the number of terms considered. Community Members or residents who have reached the term limit on any one board, commission or committee remain eligible to apply and serve on a

different board, commission or committee. Upon a motion properly made and seconded, the City Council may waive a term limit restriction upon a vote of a majority of the City Council.

2.100.060 Vacancies

A. Vacancies on boards, commissions or committees occurring during the term of office shall be filled based upon a timeline determined by the City Council's ~~General Government~~ Community Livability and Public Safety Committee.

B. Any person appointed to fill a vacancy shall be appointed for the remainder of the unexpired term.

2.100.070 Rules of Procedure and Bylaws

The ~~General Government~~ Community Livability and Public Safety Committee of the City Council shall establish Rules of Procedure and Bylaws for boards, commissions and committees.

2.100.080 Annual Work Plan

Each board, commission and committee, except the Design Review Board, and Community Member Representatives for Police Use of Force Events, shall present an annual work plan to the City Council for approval in a format and within parameters determined by the City Council's ~~General Government~~ Community Livability and Public Safety Committee. Substantive changes to the work plan after approval by the City Council shall be submitted to the ~~General Government~~ Community Livability and Public Safety Committee for consideration and recommendation to the full Council.

2.100.090 Staff Liaison Support

The City Manager, or designee, shall appoint a primary staff liaison for each board, commission and committee to ensure that meeting notifications and recordkeeping occurs consistent with applicable State laws; to provide professional guidance, issue analysis and recommendations; to assist the board, commission and committee with research, report preparation, and correspondence in keeping with the board's, commission's or committee's Council-approved work plan; and to perform other board, commission and committee liaison duties as may be assigned by the City Manager or designee.

Section 3. Amendment of OMC 12.62.020. Olympia Municipal Code Section 12.62.020 is hereby amended to read as follows:

12.62.020 Naming of City-owned Public Buildings and Properties – Procedure.

A. Whenever the City Council wishes to consider naming a City-owned building or property, the issue shall be referred to the City Council's ~~General Government~~ Community Livability and Public Safety Committee to establish the specific process and to make a recommendation(s) to the full Council.

B. Before taking action, the City Council shall provide an opportunity for public comment on the recommendation(s) from the ~~General Government~~ Community Livability and Public Safety Committee.

Section 4. Amendment of OMC 12.72.055. Olympia Municipal Code Section 12.72.055 is hereby amended to read as follows:

**Chapter 12.72
FESTIVAL EVENTS**

12.72.055 Appeal - Denial or Revocation or Permit

Any sponsor aggrieved by the action of the City in refusing to issue any permit or revoking a permit issued under this chapter shall have the right to appeal such to the ~~General Government~~ Community Livability and Public Safety Committee of the Olympia City Council, or such other hearing body as may

hereafter be established by the City Council, by filing a notice of appeal with the Council's Secretary within ten (10) calendar days of issuance of notice of the denial or revocation. Any appeal shall be accompanied by a statement indicating the grounds for such appeal. The hearing body shall set a date for hearing such appeal, to take place within twenty (20) calendar days of the date of receipt of the notice of appeal, unless the appellant agrees to a longer time frame. If the twentieth day falls on a weekend or holiday, the next business day would be the final day for holding a hearing. At such hearing the appellant and other interested persons may appear and be heard, subject to rules of the hearing body. The hearing body shall render its decision on the appeal within ten (10) business days following the close of the appeal hearing. The decision of the hearing body is final.

Section 5. Amendment of OMC 16.44.055. Olympia Municipal Code Section 16.44.055 is hereby amended to read as follows:

16.44.055 Excessive false alarms

A. Service charges for false alarms from any one location shall be assessed as follows:

1. For the first two false alarms within any continuous 90 day period, no charge will be assessed.
2. For the third false alarm within a continuous 90 day period, a charge of \$50.00 will be assessed.
3. For the fourth false alarm within a continuous 90 day period, a charge of \$75.00 per false alarm will be assessed.
4. For the fifth false alarm and every false alarm thereafter within a continuous 90 day period a charge of one hundred fifty dollars per false alarm over four will be assessed.

If the ~~chief of police~~ Chief of Police determines that a new system has been installed or adequate repairs have been made to an existing alarm system, a new continuous 90 day period, for purposes of this section, shall commence following the new installation or satisfactory repair.

Any false alarm involving a patrol response from the ~~police department~~ Police Department will be considered a billable alarm.

B. False alarm penalties referred to in this section will be billed directly by the ~~city~~ City to the alarm customer involved in the false alarm. A copy of the billing will be sent to the alarm company if applicable. If the ~~city~~ City does not receive payment of the penalty amount within 60 days from the date of the billing, the ~~city~~ City may terminate police response to the alarm until the penalty is paid.

C. There is created within the ~~city~~ City an alarm board consisting of the ~~police chief~~ Police Chief, or the ~~police chief's~~ Police Chief's designee, the ~~fire chief~~ Fire Chief, or the ~~fire chief's~~ Fire Chief's designee, two representatives of the alarm industry, and two members of the public-at-large. The public members of the board shall be appointed by the ~~city council~~ City Council upon the recommendation of the ~~General Government~~ Community Livability and Public Safety Committee.

D. The alarm board shall serve to review and make recommendations to the ~~chief of police~~ Chief of Police on theft detection and hold-up alarm matters and to the ~~fire chief~~ Fire Chief on fire alarms, including giving the ~~chief of police~~ Chief of Police a recommendation on any extenuating circumstances that the ~~chief of police~~ Chief of Police should consider in assessing a penalty for any billable false alarms.

E. Any alarm customer may, within 10 days of receiving notice of a service charge for a false alarm, appeal the charge to the ~~city manager~~ City Manager or the ~~city manager's~~ City Manager's designee if the alarm customer feels that the charge was improperly assessed. A decision by the ~~city manager~~ City Manager or the ~~city manager's~~ City Manager's designee on the appeal shall be final.

F. The Olympia Police Department will respond only to alarms approved by the ~~city~~ City of Olympia under Article II, Section ~~16.44.040~~(2). The ~~chief of police~~ Chief of Police may refuse to allow police response due to repeated failure of equipment or circuitry, multiple false alarms, or failure to comply with all the provisions of this chapter.

Section 6. Corrections. The City Clerk and codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance, including the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 7. Severability. If any provision of this Ordinance or its application to any person or circumstance is held invalid, the remainder of the Ordinance or application of the provisions to other persons or circumstances shall remain unaffected.

Section 8. Ratification. Any act consistent with the authority and prior to the effective date of this Ordinance is hereby ratified and affirmed.

Section 9. Effective Date. This Ordinance shall take effect five (5) days after passage and publication, as provided by law.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

Mark Barber
CITY ATTORNEY

PASSED:

APPROVED:

PUBLISHED: