



Chapter 2.100 CITIZEN-MEMBER BOARDS, COMMISSIONS AND ADVISORY COMMITTEES Revised 3/19 Revised 5/19

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(Ord. 7165 §2, 2018; Ord. 6886 §8, 2013; Ord. 6526 §8, 2008; Ord. 6499 §1, 2007).

2.100.040 Members Revised 3/19

- A. Number of Members. Except as may be otherwise be provided by ordinance, each 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 committee, the majority of members on each 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 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 committee members shall serve without compensation.
- 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 committee during the term of their employment with the City.
- E. Recruitment. The City Council's General Government Committee shall develop and implement a public process to recruit potential 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, and ethnicity on each committee. Except as may otherwise be provided by ordinance, no geographic, gender, age, profession, nor ethnicity restrictions shall be placed on applicant eligibility.
- G. Non-Partisan. All positions are non-partisan.

(Ord. 7165 §2, 2018; Ord. 6956 §2, 2015; Ord. 6499 §1, 2007).

2.100.050 Term of Office Revised 3/19

- A. The term of office for committee positions shall be three (3) years, and such terms shall commence on April 1.

- A. To promote and encourage public programs to further the development and public awareness of, and interest in, the fine and performing arts and the cultural heritage of the area; and
- B. To advise the City Council in connection with the artistic and cultural development of the Olympia area; and
- C. To provide local artistic and cultural services to citizens of the Olympia area by making available to the City and its citizens expertise on the subject of visual and performing arts and cultural heritage; and
- D. To encourage donations, grants or other support to further expand artistic, cultural programs and services for the citizens of the Olympia area; and
- E. To reach out to and work with the governments, institutions and citizens of neighboring jurisdictions in connection with these purposes, and ultimately to include representatives of said jurisdictions on the commission.

(Ord. 7034 §1, 2016; Ord. 6526 §8, 2008).

2.100.110 Duties of Commission

The Commission is empowered to take the following actions:

- A. To encourage, conduct, sponsor or cosponsor, on behalf of the City, public programs to further the development and public awareness of, and interest in, the fine and performing arts, and the area's cultural heritage;
- B. To provide recommendations to the City Council and other groups on cultural and artistic endeavors and projects in which the City becomes involved and to act as a representative of the community in such matters;
- C. To advise the City Council concerning the receipt of or purchase of works of art to be placed on municipal property;
- D. To encourage donations, grants and other support to further expand arts and cultural services and programs available to citizens of Olympia and the region;
- E. To encourage participation in local artistic and cultural events and programs by citizens and governments of neighboring jurisdictions;
- F. Review all proposed donations for art programs and services to ensure that such donations are consistent with the goals of the Commission and the authority of the City of Olympia. After such review, submit a recommendation on the proposed donation(s) to the director of Parks, Arts, and Recreation Department and the City Manager for formal acceptance or rejection;
- G. Prepare and recommend to the City Council a plan that outlines the expenditures of donations received and held in the Community Art Account for art programs and services;
- H. To take such other actions as the City Council may direct from time to time.

(Ord. 7034 §1, 2016; Ord. 6526 §8, 2008).

2.100.120 Budget

2. toward the City's Public Art, as provided in the Municipal Art Plan.

(Ord. 7034 §1, 2016; Ord. 6843 §2, 2013; Ord. 6526 §8, 2008).

2.100.160 Public Art--Definitions

- A. "Commission" means the Olympia Arts Commission.
- B. "Conservation" means those activities required to conserve, repair, or preserve the integrity of the art work and setting within which the art work is located.
- C. "Construction project" means any capital project paid for wholly or in part by the City to construct any building, structure, park, street, sidewalk, or parking facility, or any portion thereof, within the limits of the City.
- D. "Municipal Art Plan" means a plan outlining the City expenditures of designated funds for Public Art projects for a one-year period.
- E. "Public Art" includes visual and performing arts.
- F. "Routine maintenance" means:
 1. Those activities associated with keeping an art work and its setting clean and well-ordered; and
 2. The removal of graffiti, if it can be accomplished employing effective, pre-approved methods.

(Ord. 7034 §1, 2016; Ord. 6526 §8, 2008).

2.100.170 Public Art--Funds for Public Art

Moneys for the Municipal Art Fund shall be secured through the following methods:

- A. An annual amount equaling up to one dollar per capita may be appropriated from the City's general fund for Public Art; and
- B. All requests for appropriations from the general fund for new construction projects visible and usable by the public, and exceeding five hundred thousand dollars shall include an amount equal to one percent of the estimated construction cost of such project for Public Art.
- C. The arts program manager, in consultation with city management and department directors, may suggest to the City Council other appropriate funds on a project basis.

(Ord. 7034 §1, 2016; Ord. 6678 §1, 2009; Ord. 6526 §8, 2008).

2.100.180 Public Art--Municipal Art Fund

There is established in the City treasury a special fund designated "Municipal Art Fund" into which shall be deposited funds appropriated as contemplated by Section 2.100.170, together with gifts or bequests to the City for such purpose, and other funds as the City Council shall appropriate for Public Art, and from which expenditures may be made for specific Public Art in accordance with the Plan specified in Section 2.100.140. Moneys in the Municipal Art Fund may also be used toward the creation of a live/work housing project for local artists. Separate accounts shall be established within the Municipal Art Fund to segregate receipts by source or, when so directed by the City Council, for specific works of art. A percentage of the Municipal Art Fund will be appropriated for administrative costs associated with the project. Arts program staff salaries will not be funded from the Municipal Art Fund, except where specifically provided for art

Sections [2.100.210](#), [2.100.230](#), [2.100.240](#) of this Chapter shall govern the receipt, holding and allocation of funds donated to the City only for the purpose of supporting community art programs and services.

(Ord. 7034 §1, 2016; Ord. 6526 §8, 2008).

2.100.230 Donations for Community Art Programs and Services; Community Arts Account Established

There is a special revolving account designated the "Community Arts Account" within the Special Accounts Control Fund. Donated funds received for community art programs and services pursuant to Sections [2.100.210](#), [2.100.230](#), and [2.100.240](#) shall be deposited into the "Community Arts Account." Funds held within the Community Arts Account shall be expended upon appropriation for arts programs and services set forth in the Municipal Art Plan for such programs and services approved by the City Council.

(Ord. 7034 §1, 2016; Ord. 6526 §8, 2008).

2.100.240 Appropriation of Donations for Art Programs and Services

Any donation given and received without conditions may be appropriated, pursuant to the Municipal Art Plan, for the enhancement or expansion of existing city art programs and services, or for the development of new art programs or services. If an approved donation is conditional, it shall be deposited in the Community Arts Account and may be used only for purposes set forth in the condition. In either event, a proper credit shall be given to the fund source, such as "this program sponsored by the City of Olympia Arts Commission with support provided by the Community Arts Account." Enhanced or expanded art programs and services funded from the Community Arts Account will continue only if funds are available to continue such programs.

(Ord. 7034 §1, 2016; Ord. 6526 §8, 2008).

Article III. BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE

2.100.250 Established--Purpose

There is hereby established a Bicycle and Pedestrian Advisory Committee of Olympia to advise the City Council on the encouragement and facilitation of the use of bicycles and walking as regular means of transportation or recreation, and provide for pedestrian and bicycle safety needs.

(Ord. 6526 §8, 2008).

2.100.270 Duties

The Bicycle and Pedestrian Advisory Committee shall have the following duties:

- A. Oversee the development of a bicycling master plan for approval by the council and propose plan amendments as appropriate based on an annual review. Oversee the development of a pedestrian master plan for approval by the City Council and propose amendments as appropriate based on an annual review;
- B. Establish a list of recommended bicycle and pedestrian facility priorities for consideration during the City's annual review of capital improvement projects;
- C. Review preliminary plans for creating/enhancing bicycle and pedestrian facilities;
- D. Make recommendations on roadway design standards;

B. The Lodging Tax Advisory Committee shall inform citizens and groups that its work is advisory in nature only, and that the City Council decides how to use the lodging tax.

(Ord. 6526 §8, 2008).

Article V. PARKS AND RECREATION ADVISORY COMMITTEE

2.100.320 Established--Purpose

There is hereby established a Parks and Recreation Advisory Committee to advise the City Council on recreation matters enumerated in this chapter.

(Ord. 6526 §8, 2008).

2.100.340 Duties

The Parks and Recreation Advisory Committee shall have the following powers and duties:

- A. To make recommendations to the City Council concerning the future park, playground and other recreation resources of the City through the planning and development of a parks capital improvement plan;
- B. To update the Comprehensive Park Plan to comply with the Interagency Committee for Outdoor Recreation Grant in Aid programs;
- C. To make recommendations to the City Council regarding planning and development of public recreational facilities and programs;
- D. To cooperate with any departments and advisory bodies of the City and with public school authorities, Thurston County, the State of Washington, other cities and public and private entities in the furtherance of a well rounded parks and recreation program;
- E. To make recommendations to the City Council on rules and regulations regarding use of city recreational facilities to best serve the interests of the public;
- F. To serve as liaison between citizens and the City Council on parks and recreation related matters;
- G. To make recommendations to the City Council regarding any matters affecting parks and recreation programs;
- H. If requested by the City Council or City Manager, to provide advice regarding the employment of parks and recreation personnel;
- I. To carry out other parks and recreation related subjects assigned by the City Council or by ordinance.

(Ord. 6526 §8, 2008).

Article VI. PLANNING COMMISSION

2.100.350 Established – Membership – Purpose

There is hereby established in the City, pursuant to RCW 35A.63.020, a Planning Commission, consisting of nine (9) members, to advise the City Council on the long range growth and development of Olympia, including changes to the City's Comprehensive Land Use Plan and zoning ordinance.

beauty and other natural resources; to facilitate the adequate provision of transportation, water, sewerage, and other public uses and requirements.

(Ord. 6526 §8, 2008).

2.100.400 Comprehensive Plan--Public Hearing--Copy Filing

The Planning Commission may recommend to the City Council the plan so prepared as a whole, or may recommend parts of the plan by successive recommendations, said parts corresponding with geographic or political sections, divisions or subdivisions of the City, or with functional subdivisions of the subject matter of the plan; and may prepare and recommend any amendment or extension thereof or addition thereto. Before recommendation of the initial plan to the City, the Planning Commission shall hold at least one public hearing thereon, giving notice of the time and place by one publication in a newspaper of general circulation in the City and in the official gazette, if any, of the City. A copy of the ordinance or resolution adopting or embodying such plan or any part thereof or any amendment thereto, duly certified as a true copy by the City Clerk-Treasurer, shall be filed with the County Auditor. A like certified copy of any map or plat referred to or adopted by the ordinance or resolution shall likewise be filed with the county auditor. The Auditor shall record the ordinance or resolution and keep on file the map or plat.

(Ord. 6526 §8, 2008).

2.100.410 Comprehensive Plan--Modification Procedure

Any ordinance or ordinances, resolution or resolutions, adopting any such plan or regulations, or any part thereof, may be amended, supplemented, changed or modified by subsequent ordinance or resolution adopted by the City Council upon recommendation of the Planning Commission.

(Ord. 6526 §8, 2008).

Article VII. UTILITY ADVISORY COMMITTEE

2.100.420 Established--Purpose

There is hereby established a Utility Advisory Committee to act as a public advisor to the City Council, the City Manager's office and the Public Works Department on utility policy matters for the City's four public utilities: Water, Wastewater, Storm and Surface Water, and Waste ReSources. The Utility Advisory Committee shall also act to actively encourage broad public participation in the planning and construction of the utility infrastructure which sustains the community. In this advisory role the Committee shall:

- A. Develop an understanding of the range and depth of utility policy issues, the relationship utilities have in implementing the Comprehensive Plan, and the role the various utility master plans have in city development.
- B. Provide advice to the City Council, the City Manager's office, the Planning Commission, and the Public Works Department in developing the Capital Facility Plan.
- C. Provide policy advice and direction on the setting of utility rates.
- D. Review the variety of public involvement tools available to encourage community participation, and make recommendations to the City Council on what tools to use to ensure broad community involvement in the planning and the building of the utilities.

(Ord. 6526 §8, 2008).