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Rev 1/3/85

ORDINANCE NO. 1232

AN ORDINANCE OF THE CITY OF REDMOND, WASHINGTON, AMENDING CHAPTER 2.32 OF THE REDMOND MUNICIPAL CODE CONCERNING STANDING COMMITTEES OF THE CITY COUNCIL.

THE CITY COUNCIL OF THE CITY OF REDMOND, WASHINGTON, DO
ORDAIN AS FOLLOWS:

Section 1. Chapter 2.32 of the Redmond Municipal Code
is hereby amended to read as follows:

2.32.010 Creation. The following standing committees of the city council are created and established:

- (1) Finance;
- (2) Public Safety;
- (3) Public works;
- (4) Human resources;
- (5) Planning;
- (6) Public administration/Intergovernmental.

2.32.020 Function and Purpose. The standing committees shall function as an advisory body to the council as a whole in reviewing policy matters referred to them by the Council, and such other matters as the whole council by simple majority vote may direct, within their respective areas of responsibility and formulating recommendations to the council regarding action proposed to be taken. The committees shall have no power or authority to commit the city or to take any binding action on their part without the express authorization of the council as a whole. The committees shall be concerned primarily with policy matters and matters vested in the legislative body of the city and shall not become involved in the administration of the city government and city interests. In general, the purpose of each committee shall be to review matters within the following subject areas:

(1) Finance: The review, analysis and recommendation of financial policy. Analysis of the budget process, proposed budgets and other financial programs with respect to overall city policy;

(2) Public safety: Law enforcement and fire protection; health and safety regulations; animal control; civil defense; and questions involving the public health and safety;

(3) Public works: Street and right-of-way improvements, maintenance and operation; public utilities, including storm drainage, sanitary sewers, water, coordination with special purpose districts and other municipal utilities, and supervision over privately-owned public utilities; public buildings and improvements; construction and building codes and regulations; and, generally, projects and facilities within the area of public works;

(4) Human resources: Operation and function of city library facilities; parks and recreational needs; civil improvement needs and facilities; municipal cemetery; coordination of educational programs and facilities; programs and facilities for senior citizens, underprivileged and handicapped persons, minorities and low-income families; and, generally, areas involving the preservation, protection and advancement of human concerns;

(5) Planning: Comprehensive and coordinated land use planning and management; energy; subdivisions and plats; preservation and protection of greenbelts, floodplains, shorelines and natural amenities; annexation and area planning; and, generally, the supervision and control of the development and land use process;

(6) Public administration/intergovernmental: Function and operation of municipal government through its departments, boards, and appointive officers, both internally and through relationships with other governmental entities; personnel management policies, including salary and compensation plans, working conditions and employment benefits; public records and documents; public relations and information; inventory and control of municipally owned public property; comprehensive municipal insurance coverage; and, generally, policy areas dealing with public administration; council rules and procedure; matters relating to conflict of interest questions and code of ethics for public officials; campaign practices and expenditures; intergovernmental relations; and, generally, matter relating to the conduct of municipal affairs, its rules and ethics.

2.32.030 Membership. Each committee shall have a chairperson and at least two other members, to be elected and appointed by the council biannually upon the reorganization and seating of a new city council following regular municipal elections. Vacancies shall be filled when they occur by the council. Each councilperson shall be made chairperson of one committee and a member of two other committees (participation in the Puget Sound Council of Governments shall constitute membership on one committee.) Provided that the council president may elect not to serve on any committee.

2.32.040 Meetings. Committees shall meet at the call of the chairperson. The date, time and place of each meeting shall be announced at a preceding regular or special council meeting, and notice of the meeting shall be given in compliance with the State Open Public Meetings Act, provided that scheduling difficulties precluding compliance with Consideration shall be given to avoid having two same councilpersons as comembers of more than two committees or having three same councilpersons comembers of more than one the foregoing notice requirements shall not prevent the holding of a meeting. All committees are encouraged to meet at least once each quarter. A written agenda shall be prepared and made available to all in attendance at each committee meeting.

2.32.050 Duties and responsibilities.

A. The committees shall consider, review and make recommendations to the council concerning matters referred to them by the council. The mayor, committee chairpersons, and boards and commissions are encouraged to suggest items to the council which should be considered by a committee. Whenever any item is referred to a committee, the council should establish a date by which the committee should report back to the council. Each committee shall have general responsibility, as indicated in section 2.32.020, to investigate, collect and review appropriate information for the formulation of possible council action and to make recommendations to the council. Committees shall not have authority to take any action unless expressly authorized to do so by the affirmative votes of a majority of all council members.

B. In carrying out their duties and responsibilities, the committees shall have the power and authority to examine all records, registers, minutes and papers pertaining to the subject matter under review or consideration, including those kept by boards and commissions of the city. The city officers, department heads, board and commission chairpersons shall cooperate with and assist the committees in carrying out their duties and responsibilities and in furnishing necessary information, except where prohibited by law or excluded under Section 31, Chapter 1, Laws of 1973; provided, that in the event any city officer, department head or board or commission chairperson deems the release of requested information not in the best interests of the city, authority for that release shall be vested in the mayor.

C. In the event of a conflict as to which committee has the responsibility with respect to a particular subject matter or area, the question shall be referred to the council who, by majority vote, will determine which committee should take responsibility for the matter in question.

2.32.060 Reports. In the appropriate place on the council agenda, any appropriate reports from the standing committees shall be made by the committee chairperson or an alternate designated by the chairperson. A minority report may be given by any committee member who dissents from the report by the majority. Oral reports shall be sufficient, unless a council majority feels that a written report should be furnished.

2.32.070 Staffing. All requests for staff assistance to a committee shall be made to the mayor by the committee chairperson.

Section 2. This ordinance shall be in full force and effect thirty (30) days after passage and publication by posting as provided by law.

APPROVED:

Doreen Marchione
MAYOR, DOREEN MARCHIONE

ATTEST/AUTHENTICATED:

Doris A. Schaible
CITY CLERK, DORIS A. SCHAIBLE

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY:

BY Jerry C. Martin

FILED WITH THE CITY CLERK: January 3, 1985
PASSED BY THE CITY COUNCIL: January 8, 1985
SIGNED BY THE MAYOR: January 11, 1985
POSTED: January 11, 1985
EFFECTIVE DATE: February 10, 1985
ORDINANCE NO. 1232