

ORDINANCE NO. _____

AN ORDINANCE rescinding Ordinance Nos.15817 and 15109; and amending Chapter 2.02 Thurston County Code (TCC) relating to regular and special meetings of the Board of County Commissioners (Board).

WHEREAS, RCW 36.32.080(1), requires the Board to hold regular meetings at the county seat to transact any business required or permitted by law; and

WHEREAS, RCW 36.32.080(3) authorizes the Board, as an alternative option, to hold regular quarterly meetings, outside the county seat, but within the county, if the Board determines, by motion, that holding a meeting at an alternate location would be in the interest of supporting greater citizen engagement in local government, and if notice of such meeting is provided at least thirty days before the meeting; and

WHEREAS, RCW 36.32.090 authorizes the Board to hold special meetings, as provided in RCW 42.30.080, at the county seat. In addition, the Board is authorized to hold special meetings outside the county seat, if the agenda item or items are of unique interest or concern to the citizens of the portion of the county in which the special meeting is to be held; and

WHEREAS, RCW 42.30.070, requires the Board to provide the time for holding regular meetings by ordinance, resolution, bylaws, or by whatever other rule is required for the conduct of business by that body; and

WHEREAS, the Board has adopted the time for holding regular meetings in TCC 2.02.020; and

WHEREAS, the Board has evaluated how it can continue to be more efficient and meet the needs of the public in conducting its business as a Board and also as individual commissioners who strive to be more responsive to their constituents; and

WHEREAS, in order to efficiently and effectively conduct the ongoing business of the County, the Board continues to find that it is in the best interest of the County that the Board have the ability to hold regular meetings every day of the work week; and

WHEREAS, the Board finds it is in the interest of the public to list the times and days of the Board's regular meetings under one section of chapter 2.02 TCC, rather than in two separate sections as previously adopted.

NOW, THEREFORE, BE IT ORDAINED, by the Thurston County Board of County Commissioners as follows:

Section 1: The Board hereby rescinds Ordinance No. 15817 and Resolution No. 15109.

Section 2: Chapter 2.02 TCC shall be amended as follows:

Sections:

- 2.02.010 Official meeting room.
- 2.02.020 Regular Meetings.
- 2.02.025 Special Meetings.
- 2.02.030 Minutes, Executive Sessions, Adjournments, and Continuances.
- 2.02.040 Attendance of meeting by telephone or video conferencing.

2.02.010 Official Meeting Room.

All regular meetings of the Board shall be held in the County Commissioners' Meeting Room, Room No. 280, Building No. 1, Thurston County Courthouse, unless otherwise provided herein.

2.02.020 Regular Meetings.

A. Regular Daily Meetings.

The Board will hold regular meetings between 8:00 a.m. and 5:00 p.m. on Monday, Tuesday Wednesday, Thursday, and Friday of each week except holidays, or as otherwise ordered by the Board. In addition, the Board may hold a regular meeting at 6:00 p.m. on the fourth Tuesday of the month. The Clerk of the Board will post the Board's weekly calendar of regular meetings on the Friday prior to the upcoming week.

B. Regular Quarterly Meetings.

Regular quarterly meetings may be held pursuant to RCW 36.32.080(3), at a location, outside of the county seat, but within the county, if the Board determines that holding a meeting at an alternate location would be in the interest of supporting greater citizen engagement in local government. Provided that the Board must give notice, of these quarterly meetings held pursuant to this subsection (B) at least thirty days before the time of the meeting specified in the notice. At a minimum, the notice must be: (i) Posted on the county's web site; (ii) Published in a newspaper of general circulation in the county; and (iii) Sent via electronic transmission to any resident or business of the county who has requested to receive the notice required under this subsection at an email address.

C. Regular Budget Meetings

Regular meetings to take comment on the Board's preliminary budget for the ensuing fiscal year(s) shall be held between 8:00 a.m. and 8:00 p.m., beginning on the first Monday of either October or December. The hearing may be continued for up to five consecutive days pursuant to RCW 36.40.070 and .071.

The Board hereby delegates authority to the Assistant County Manager to set the budget calendar, set the time of the public hearings on the budget, and issue notice for public hearings on the budget in accordance with chapter 36.40 RCW.

D. Action at Regular Meetings.

The Board may take action at any regular daily meetings or regular quarterly meetings. Action shall have the same meaning as set forth in RCW 42.30.020(3).

E. Agendas.

For each regular meeting, the Board will prepare an agenda, as provided for in RCW 42.30.077. An agenda will be available online no later than twenty-four hours in advance of the published start time of the meeting. Nothing in this section prohibits subsequent modifications to agendas nor invalidates any otherwise legal action taken at a meeting where the agenda was not posted in accordance with this section. Failure to post an agenda in accordance with this section shall not provide a basis for awarding attorney fees under RCW 42.30.120 or commencing an action for mandamus or injunction under RCW 42.30.130.

F. Cancellation of Meetings.

The Chair of the Board, at his or her discretion and in coordination with the County Manager, may cancel any regular daily, quarterly, or budget meeting, as needed.

2.02.025 Special Meetings.

A. Special Meetings.

A special meeting may be called at any time by the chair of the Board or a majority of the Board. Meetings that differ from the time and location of regular meetings as outlined in section 2.02.010 and .020 are special meetings that must follow the notice requirements of RCW 42.30.080 and Section D.

B. Special Meetings Outside the County Seat.

A special meeting may be held outside of the county seat at any location within the county as provided by RCW 36.32.090, if the agenda item or items are of unique interest or concern to the citizens of the portion of the county in which the special meeting is to be held.

C. Joint Special Meetings with Another County.

Any two or more county legislative authorities may hold a joint special meeting, as provided by RCW 36.32.090, at the county seat or other agreed upon location within the

jurisdiction of a participating county if the agenda item or items relate to actions or considerations of mutual interest or concern to the participating legislative authorities.

D. Notice of Special Meetings

Notice of a special meeting called under this section shall be:

(a) Delivered to each local newspaper of general circulation and local radio or television station that has on file with the Board a written request to be notified of such special meeting or of all special meetings;

(b) Posted on the County's web site; and

(c) Prominently displayed on the outside doors of the two main entrances of Building No. 1, Thurston County Courthouse and the meeting site if it is not held in room No. 280, Building No. 1.

Such notice must be delivered or posted, as applicable, at least twenty-four hours before the time of such meeting as specified in the notice.

(d) The call and notices required under subsections (A) (B) and (C) of this section shall specify the time and place of the special meeting and the business to be transacted. Final disposition shall not be taken on any other matter at such meetings by the governing body.

(4) The notices provided in this section may be dispensed with in the event a special meeting is called to deal with an emergency involving injury or damage to persons or property or the likelihood of such injury or damage, when time requirements of such notice would make notice impractical and increase the likelihood of such injury or damage.

E. Action at Special Meetings

Action, as defined in RCW 42.30.020(3), may only be taken on those items listed in the Notice of a Special Meeting. Final disposition shall not be taken on any other matter at such meetings by the Board.

F. Cancellation of Special Meetings.

The Chair of the Board, at his or her discretion and in coordination with the County Manager, may cancel any special meeting as needed.

2.02.030 Minutes, Executive Sessions, Adjournments, and Continuances.

A. Minutes and Records

The minutes of all regular and special meetings, except executive sessions, of the Board, shall be promptly recorded and such records shall be open to public inspection.

Records of some or all regular and special meetings of the Board, could include video or audio tape, or both. Such records will be made available to the public.

B. Executive Sessions

An executive session may be held during any regular or special meeting, in accordance with RCW 42.30.110.

C. Adjournments

Any regular or special meeting may be adjourned in accordance with RCW 42.30.090.

D. Continuances

Any hearing being held, noticed, or ordered to be held by the Board may be continued or recontinued to any subsequent meeting of the Board in the same manner set forth in RCW 42.30.090 for the adjournment of meetings.

2.02.040 Attendance of Meeting by Telephone or Video Conferencing.

Any member of the Board may attend any Board meeting by telephone or video conferencing; provided, however, equipment must be available at the location of the meeting which will allow all present at the meeting, including the public, to hear the member's voice and for the member participating to hear all that is stated at the meeting.

ADOPTED: _____

ATTEST: _____

Clerk of the Board

APPROVED AS TO FORM:
JON TUNHEIM
PROSECUTING ATTORNEY

By: _____
Elizabeth Petrich
Chief Civil Deputy

BOARD OF COUNTY COMMISSIONERS
Thurston County, Washington

CAROLINA MEJIA, Chair

TYE MENSER, Vice-Chair

GARY EDWARDS, Commissioner