



WHITE SALMON MUNICIPAL CODE 2.20

BOARDS, COMMITTEES, AND COMMISSIONS

STAFF RECOMMENDED PROCEDURE CHANGES



JANUARY ADMINISTRATION AND STAFF WORK SESSION TO OUTLINE THE COMMITTEES AND BOARDS ANNUAL REVIEW CALENDAR – CLARIFY AREAS OF FOCUS FOR THE UPCOMING YEAR.



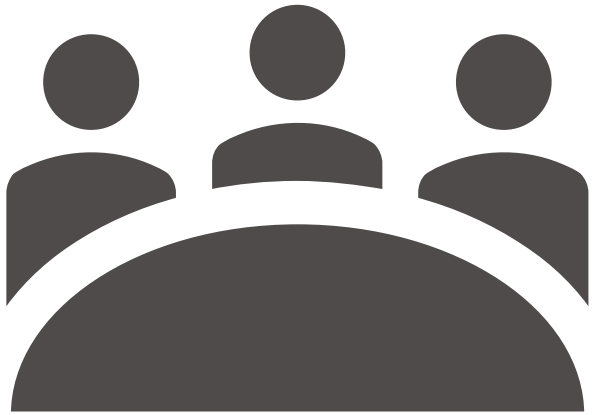
APPOINTED CHAIRPERSON OF EACH COMMITTEE/BOARD IS RESPONSIBLE FOR MEETING AGENDA.



CREATE A WORKFLOW OF HOW NEW TOPICS ARE BROUGHT TO COMMITTEES/BOARDS.



ANNUAL COMMITTEE/BOARD OBJECTIVE, PROCESS AND PROCEDURE REVIEW MEETING (JANUARY OF EACH YEAR).



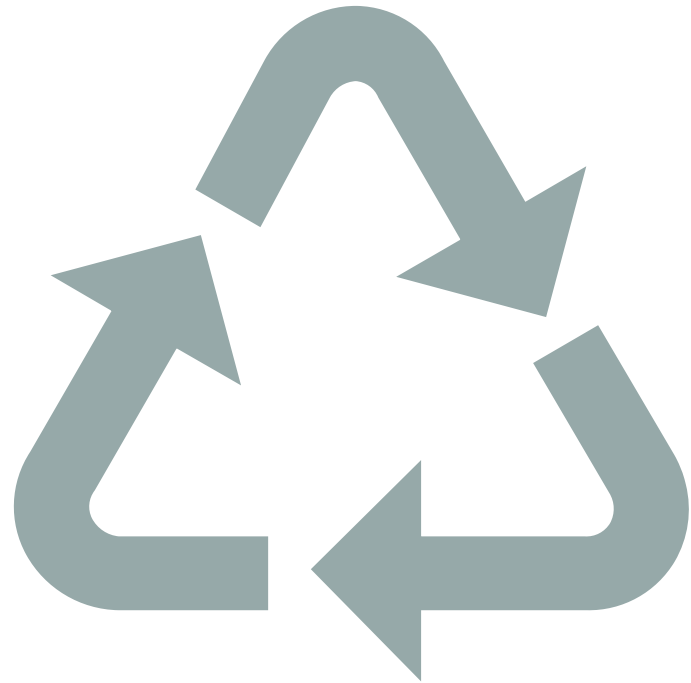
BOARDS

WSMC 2.20.030

BOARDS

CREATION OR ESTABLISHMENT OF BOARDS

BOARDS SHALL BE CREATED OR ESTABLISHED AS REQUIRED BY STATE STATUTE OR UPON THE RECOMMENDATION OF THE MAYOR WITH THE CONSENT OF THE CITY COUNCIL.

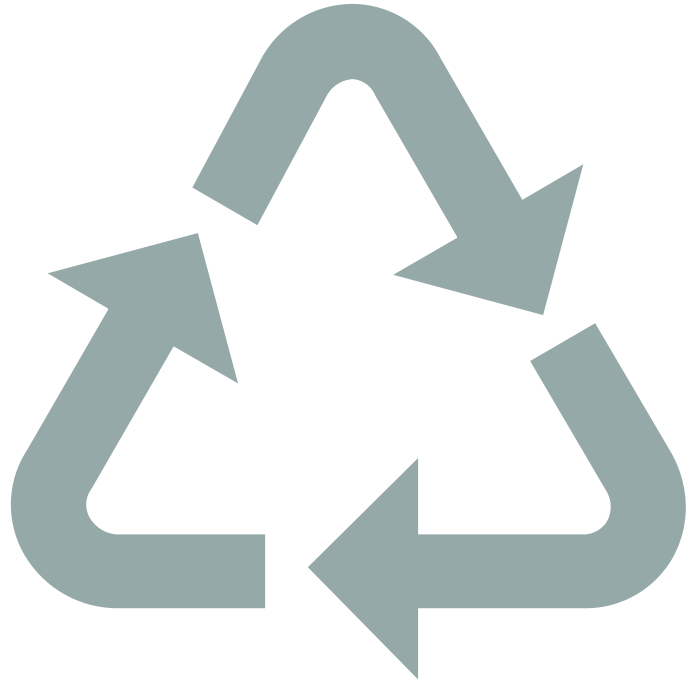


BOARDS

CITYLAB BOARD

THE CITYLAB BOARD WAS CREATED TO SUPPORT:

- ✓ CLIMATE CRISIS RESOLUTION
- ✓ DIVERSITY & INCLUSION RESOLUTION
- ✓ AARP NETWORK OF AGE-FRIENDLY STATES AND COMMUNITIES MEMBERSHIP

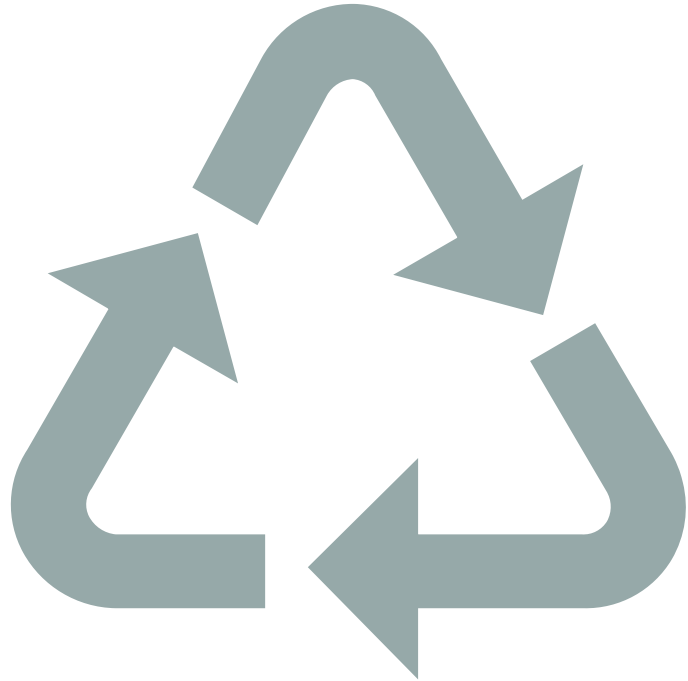


BOARDS

CITYLAB BOARD

PURPOSE AND INTENT

THE BOARD WILL SERVE AS A VEHICLE TO HARNESS THIS COLLECTIVE ENERGY TOWARDS CONTINUALLY FOCUSING POLICY PROPOSALS AND INITIATIVES BACK TO ACHIEVING THE CORE AIMS AS OUTLINED IN THE COMPREHENSIVE PLAN AND OTHER VISIONING DOCUMENTS ADOPTED BY THE CITY COUNCIL.



BOARDS

CITYLAB BOARD

PURPOSE AND INTENT

THE CITY WANTS FEEDBACK AND INPUT IN CONSIDERING HOW ALL CITIZENS WITHIN THE COMMUNITY ARE IMPACTED BY DECISIONS OF THE CITY, INCLUDING BLACK, INDIGENOUS, AND PERSONS OF COLOR, WHO HAVE HISTORICALLY BEEN MISSING FROM CIVIC ENGAGEMENT. THE CITY OF WHITE SALMON VALUES DIVERSITY AND CREATING AN INCLUSIVE COMMUNITY WHERE ALL RESIDENTS ARE TREATED FAIRLY AND EQUITABLY.



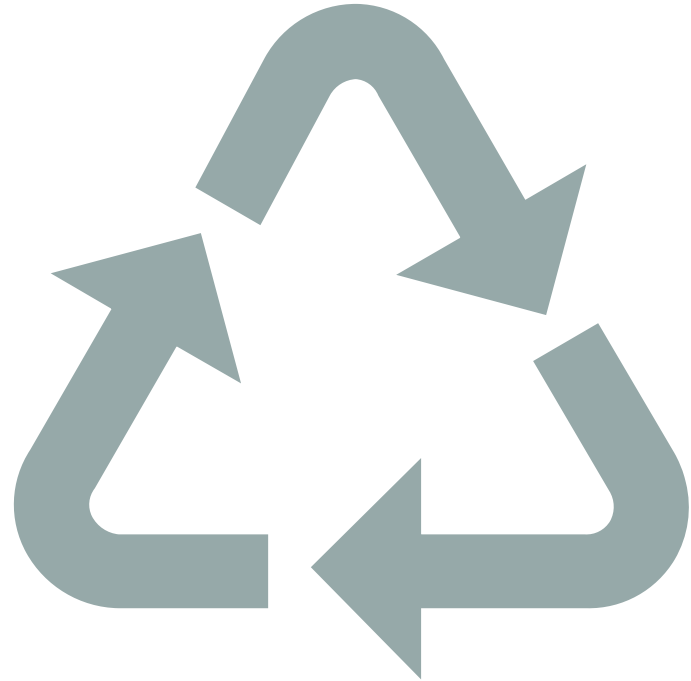
BOARDS

CITYLAB BOARD

CREATION AND ESTABLISHMENT

THE CITYLAB BOARD CONSIST OF UP TO TEN MEMBERS:

- ✓ TWO COUNCIL MEMBERS
- ✓ THREE CITY OF WHITE SALMON RESIDENTS
- ✓ FIVE MEMBERS RESIDENTS IN THE WHITE SALMON URBAN EXEMPT AREA, COLUMBIA GORGE TRIBAL REPRESENTATIVES, HIGH SCHOOL STUDENTS, OR OTHER REGIONALLY APPROPRIATE STAKEHOLDERS.
- ✓ APPOINTED BY THE MAYOR WITH THE APPROVAL OF THE COUNCIL.



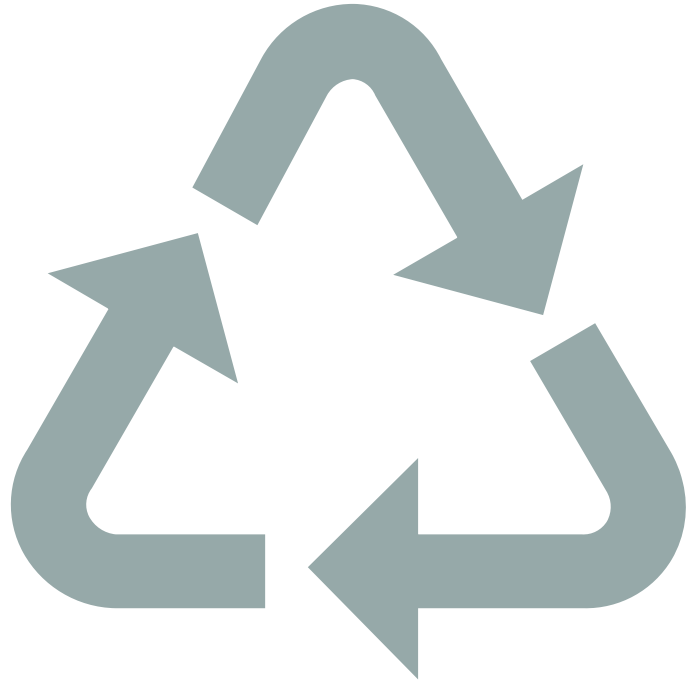
BOARDS

CITYLAB BOARD

TERMS

TERM: 2 YEARS

A HIGH SCHOOL STUDENT REPRESENTATIVE COULD BE A ONE- OR TWO-YEAR TERM (JUNIOR OR SENIOR).



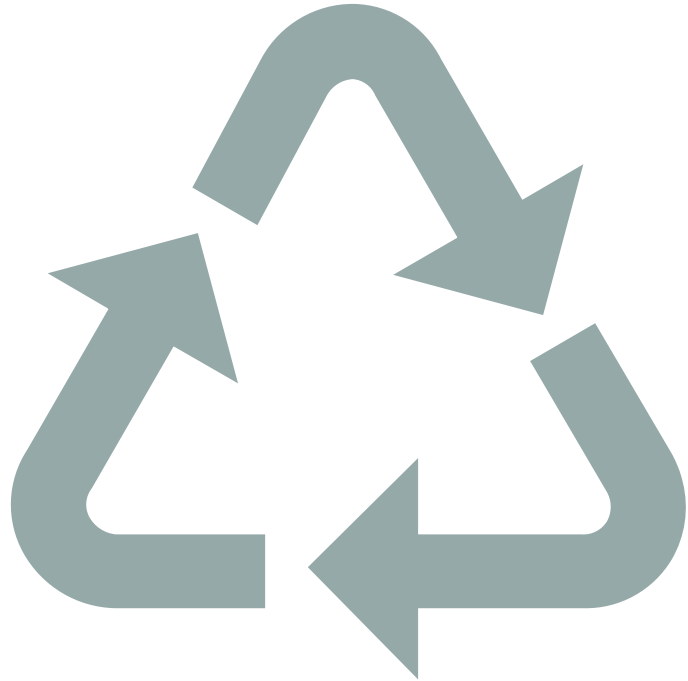
BOARDS

CITYLAB BOARD

DUTIES AND RESPONSIBILITIES

IT SHALL BE THE RESPONSIBILITY OF THE BOARD TO:

- ✓ TAKE DIRECTION FROM THE MAYOR AND/OR CITY COUNCIL TO:
 - STUDY, INVESTIGATE, OR PROVIDE GUIDANCE TO DEVELOP AND RECOMMEND ORDINANCES, RESOLUTIONS, AND/OR BUILDING CODE CHANGES THAT SUPPORT THE ADOPTED COMPREHENSIVE PLAN AND OTHER VISIONING DOCUMENTS APPROVED BY THE CITY COUNCIL.
 - THE BOARD WILL OPERATE UNDER A CLEAR SCOPE OF WORK OR OUTLINE THAT WILL BE AMENDED AS NEEDED.
 - ALL RECOMMENDATIONS WILL CONSIDER HOW ALL CITIZENS WITHIN THE CITY ARE IMPACTED, INCLUDING BLACK, INDIGENOUS, AND PERSONS OF COLOR, AND PERSONS OF ALL ABILITIES.



BOARDS

CITYLAB BOARD

DUTIES AND RESPONSIBILITIES

IT SHALL BE THE RESPONSIBILITY OF THE BOARD
TO:

- ✓ ALL RECOMMENDATIONS WILL BE ROUTED TO THE CITY COUNCIL, OR THE PLANNING COMMISSION BASED ON STAFF RECOMMENDATION.
- ✓ WHEN REQUESTED BY THE MAYOR OR THE CITY COUNCIL, SHALL CONSIDER, INVESTIGATE, MAKE FINDINGS, REPORT AND RECOMMEND UPON ANY SPECIAL MATTER OF QUESTION COMING WITHIN THE SCOPE OF ITS WORK.

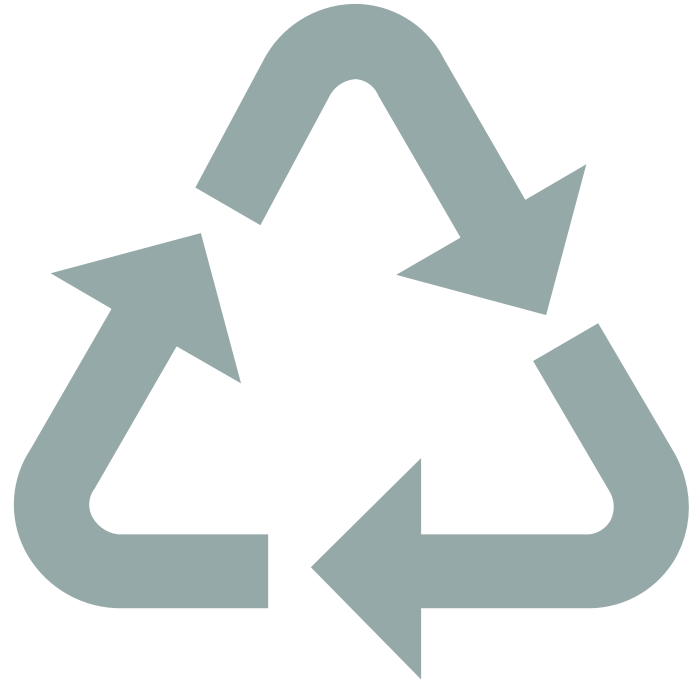


BOARDS

CITYLAB BOARD

OPERATIONS

- ✓ THE BOARD SHALL SELECT A CHAIRPERSON AND KEEP A RECORD OF ITS PROCEEDINGS.
- ✓ THE BOARD SHALL MEET AT LEAST QUARTERLY BUT NO MORE THAN MONTHLY.
- ✓ A MAJORITY OF THE MEMBERS SHALL BE A QUORUM FOR THE TRANSACTION OF BUSINESS.
- ✓ A CITY STAFF MEMBER WILL ATTEND AND SUPPORT ALL MEETINGS.



BOARDS

CITYLAB BOARD

OPERATIONS

- ✓ THE CITYLAB BOARD SHALL BE CONSIDERED A PUBLIC AGENCY AND SHALL OBSERVE THE LAWS RELATING THERETO, PRIMARILY THOSE SET FORTH IN THE WASHINGTON OPEN PUBLIC MEETINGS ACT, RCW 42.30, AND THE WASHINGTON PUBLIC RECORDS ACT, RCW 42.56.

BOARDS

STAFF RECOMMENDED CHANGES

REMOVE THE OPMA REQUIREMENT FOR TREE BOARD AND CITYLAB BOARD

Why? BOARDS ARE ADVISORY TO THE COUNCIL; THEY DO NOT TAKE ACTION IN THE FORM OF APPROVING LEGISLATION, ALL ITEMS DISCUSSED ARE PRESENTED TO THE CITY COUNCIL FOR APPROVAL AND THEREFORE SHOULD NOT BE SUBJECT TO THE OPEN PUBLIC MEETING ACT.

WRITTEN BOARD REPORTS FOR COUNCIL MEETING PACKETS.

Why? BOARDS HAVE AN IMPORTANT ROLE AND HAVING REGULAR UPDATES OF THE ACTIVITIES IS HELPFUL FOR STAFF AND OTHER COUNCIL MEMBERS.

REMOVE THE INCLUSION OF SHRUBS IN THE TREE BOARD SCOPE.

Why? THE WAS CREATED WITH THE INTENSION OF A FOCUS ON TREES.

UPDATE THE CITYLAB BOARD TO MEET AS NEEDED.

Why? DEPENDING ON THE TASK BEING ASSIGNED, THE RESTRICTIONS ON THE MEETING DATES CAN BE RESTRICTIVE FOR BOARD MEMBERS TO ACCOMPLISH THE TASK.