

ORDINANCE NO. 15817

AN ORDINANCE amending Chapter 2.02 Thurston County Code (TCC) relating to the regular and special meeting times 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 quarterly meetings, outside 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, 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 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 a meeting schedule in TCC 2.02.020; and

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

WHEREAS, the Board would like to add quarterly meetings outside of the county seat, once per calendar quarter to support greater citizen engagement in local government and additional special meetings as needed.

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

SECTION NO. 1: 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 Board work sessions.

2.02.040 Attendance of meeting by telephone or video conferencing.

2.02.050 Public records index.

2.02.010 Official Meeting Room.

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

2.02.020 Regular Meetings.

A. In accordance with RCW 36.32.080(1), a regular meeting of the Board of County Commissioners shall be held each week on Tuesday beginning at 2:00 p.m. in the County Commissioners' meeting room, Olympia, Washington, for the transaction of any business required or permitted by law. In addition, on the second and fourth Tuesday of every month the Board may meet at five-thirty p.m. The Board will recess at the conclusion of the two p.m. agenda and may reconvene at five-thirty p.m.

Agenda items to be considered at two p.m. are items which are considered routine by the Board. These agenda items include, but are not necessarily limited to, agreements, leases, appointments, call for bids, award of bids, setting dates for public hearings, decision, final hearing on budget appropriations and approval of payment vouchers.

Agenda items to be considered at five-thirty p.m. are items requiring a public hearing, items which may be deferred from the two p.m. agenda to the five-thirty p.m. agenda, and other items which the Board determines should be considered at the five-thirty p.m. agenda. The Clerk of the Board shall prepare an agenda for each regular Board meeting, which will be posted no later than 24-hours in advance of the published start time of the meeting on the County's website. The agenda shall designate those items which will be considered at the two p.m. and five-thirty p.m., respectively. The Board may add items to the agenda at the meeting.

If a regular session occurs on a holiday, such regular session shall be held on the next business day or the next consecutive Tuesday.

B. In accordance with RCW 36.32.080(3), as an alternative option that may be exercised no more than once per calendar quarter, regular meetings may be held at a location outside of the county seat, but within the county, if the Board of County Commissioners determines that holding a meeting at an alternate location would be in the interest of supporting greater citizen engagement in local government.

The Board of County Commissioners must give notice of any regular meeting held pursuant to this subsection (B) at least thirty days before the time of the meeting specified in the notice. At a minimum, 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 of the county who has requested to receive the notice required under this subsection at an email address.

Adjournments, continuances and executive sessions shall be governed by the provisions of RCW 42.30.090, 42.30.100 and 42.30.110.

2.02.025 Special Meetings-Joint Special Meetings.

A. Special Meetings.

The Board of County Commissioners may hold special meetings at the county seat or at a location designated in accordance with subsection (B) or (C) of this section to transact the business of the county. Notice of all special meetings shall be made as provided in RCW 42.30.080.

B. Special Meetings Outside the County Seat.

A special meeting may be held outside of the county seat at any location within the county 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 Meetings.

Any two or more county legislative authorities may hold a joint special meeting 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.

2.02.030 Board work sessions.

The Board may hold work session meetings each working day. The Board will prepare a daily agenda which will be posted no later than 24-hours in advance of the published start time of the meeting on the County's website. In addition, the Board will prepare a Commissioners' Daily Meeting Calendar. The daily meeting calendar will set forth any work session meetings where two or more Board members will be in attendance as well as the purpose of the meeting. All work session meetings are subject to the Open Public Meetings Act. The Board may take action at any work session meeting. Action shall have the same meaning as set forth in RCW 42.30.020(3). The daily meeting calendar may be amended consistent with the provision of RCW 42.30.080.

2.02.040 Attendance of meeting by telephone or video conferencing.

Any member of the Board of County Commissioners 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.

2.02.050 Public records index.

The Board of County Commissioners finds that it would be unduly burdensome and costly to Thurston County taxpayers, and would interfere with effective and timely county office operations, to develop an index of all current records as specified in RCW 42.17.260(3). County office operations are complex, diverse, and changeful, and the Board and its departments and divisions receive and produce volumes of correspondence, reports, surveys, studies, and other records. The Board and its departments and divisions will make available for public inspection and copying all indexes prepared pursuant to other authority. Many county offices and departments do actually maintain some type of an index, which generally changes frequently as documents are created or disposed of. Upon request, a copy of the index can be printed.

ADOPTED: October 15, 2019

ATTEST:

BOARD OF COUNTY COMMISSIONERS
Thurston County, Washington

Roberto V. Bourma
Clerk of the Board

[Signature]
Chair

APPROVED AS TO FORM:

JON TUNHEIM
PROSECUTING ATTORNEY

[Signature]
Vice-Chair

[Signature]
Commissioner

By: Elizabeth Petrich
Elizabeth Petrich
Chief Civil Deputy