

**CITY OF SNOHOMISH
Snohomish, Washington**

ORDINANCE NO. 1890

**AN ORDINANCE OF THE CITY OF SNOHOMISH, WASHINGTON
ESTABLISHING THE CITIZEN’S ADVISORY BOARD AND DEFINING
THE DUTIES THEREOF AND REPEALING ORDINANCES 1585 AND
1699 RELATING TO THE CITIZEN’S POLICE ADVISORY BOARD.**

WHEREAS, the Citizen’s Police Advisory Board was established 1986; and

WHEREAS, the Snohomish City Council has determined that is necessary to periodically review the function of its Advisory Boards; and

WHEREAS, the Citizen’s Police Advisory Board is scheduled for review in July 1999; and

WHEREAS, the members of the Citizen’s Police Advisory Board have requested an earlier review; and

WHEREAS, the Snohomish City Council finds it is necessary to reestablish and redefine purpose, qualifications, terms, and duties for the Citizen’s Police Advisory Board,

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SNOHOMISH,
WASHINGTON DO ORDAIN AS FOLLOWS;**

Section 1. Ordinance 1585 and Ordinance 1699, as codified in Chapter 2.19 of the Snohomish Municipal Code are hereby repealed for reason that they are replaced by this ordinance.

Section 2. A new Chapter 2.19 of the Snohomish Municipal code is hereby adopted which shall read as follows:

Chapter 2.19

Citizen’s Advisory Board

Sections:

- 2.19.010 Citizen’s Advisory Board established.
- 2.19.020 Membership--Appointment--Terms.
- 2.19.030 Membership Term--Vacancy.
- 2.19.040 Compensation.
- 2.19.050 Meetings--Officers--Rules.
- 2.19.060 Duties of the board.
- 2.19.070 Staff support.
- 2.19.080 Public records.

2.19.010 Citizen’s Advisory Board established. There is hereby established an advisory board entitled the “Citizen’s Advisory Board.”

2.19.020 Membership--Appointment--Terms. The Citizen’s Advisory Board shall consist of seven (7) adult members to be appointed by the Mayor subject to confirmation by the City Council. The Board may, in turn, appoint up to two (2) high school student members who shall serve as non-voting, ex officio members.

The Board’s membership shall comply with the requirements of SMC 2.06.030 and 2.06.035. In addition, two adult members of the Board shall either be an owner or a manager whose principal place of business is within the corporate city limits of Snohomish. Among the seven adult Board members, the Mayor shall endeavor, but shall not be required to appoint one person who owns or manages a business, which possesses a liquor license within the corporate City limits of Snohomish. City residency shall not be required for this position.

Initial appointments shall be made for terms of from one (1) to four (4) years so that the terms of not more than two (2) members shall expire in any one year. All subsequent appointments shall be for a term of four (4) years.

2.19.030 Membership--Vacancy. Vacancies on the Board shall be filled in the same manner as original appointments and shall be made for the remainder of the term of the member being replaced. All members shall conform to the attendance requirements set fourth in SMC 2.06.020, and may be replaced or terminated in accordance with that section.

2.19.040 Compensation. No member of the Board shall receive compensation for services performed.

2.19.050 Meetings--Officers--Rules. The Board shall make its own rules for the election of officers and for time and place of meetings. PROVIDED, that the Board shall have at least one meeting per quarter; all meetings shall be public meetings subject to the rules of the Open Public Meetings Act; action by the Board shall require a majority of the members be present.

2.19.060 Duties of the Board. The Board shall act in an advisory capacity to the City Council and may, from time to time, be asked by the City Council to investigate, report and/or make recommendations on specific questions or needs. The Board, at the request of the City Manager, shall review applications for renewal of liquor licenses and permits and make a recommendation to the City Council. The Board shall review applications for special event permits as provided in SMC 5.10.050 and make recommendations to the Council.

The Board shall focus on issues and problems generally in the area of social services or programs. Representative issues may include the needs of youth, seniors, low income, affordable housing, crime prevention, intergovernmental coordination, and other issues assigned for review or study by the Council.

The Board may petition the Council on its own initiative for permission to investigate and report on other issues of importance to the community.

The Board shall write an annual report to the City Council on its activities for the previous year and make special reports as necessary in response to specific Council requests.

2.19.070 Staff support. The City of Snohomish shall provide staff support for the Board, subject to the approval of the City Manager.

2.19.080 Public records. The Board shall keep a public record of its rules, procedures and minutes of meetings conducted by the Board.

Section 3. Membership on the Citizen's Advisory Board will remain the same as currently listed for the Citizen's Police Advisory Board and be subject to the assigned positions and terms thereof.

PASSED by the City Council and APPROVED by the Mayor this 19th day of January 1999.

CITY OF SNOHOMISH

By _____
Jeff Soth, Mayor

ATTEST:

By _____
Molly Linville, City Clerk

APPROVED AS TO FORM:

By _____
Grant Weed, City Attorney

Date of Publication: _____

Effective Date (5 days after publication): _____