

**ORDINANCE NO. 1654**

**AN ORDINANCE OF THE CITY OF DES MOINES, WASHINGTON** relating to the Citizens Advisory Committee and amending Ordinance No. 1648 (uncodified) to update the name of the Committee, amend requirements for applicants, and create a basic meeting structure; and repealing section 9 of Ordinance No. 1648 (uncodified).

**WHEREAS**, the Des Moines City Council enacted Ordinance No. 1648 (uncodified) on April 28, 2016 forming a Citizens Advisory Council to create an environment in which residents, business owners, and Marina tenants are afforded an opportunity to participate in City government decisions in an advisory role, and

**WHEREAS**, the title Citizens Advisory Committee more accurately reflects the nature of the appointive committee, and

**WHEREAS**, the City Council finds that amendments to the Citizen Advisory Council eligibility requirements and meeting structure are appropriate and necessary to fulfill the Council's vision for the Committee; now therefore,

**THE CITY COUNCIL OF THE CITY OF DES MOINES ORDAINS AS FOLLOWS:**

**Sec. 1.** Section 1 of Ordinance No. 1648 (uncodified) is amended to read as follows:

**Title.** A new chapter is added to Title 4 DMMC entitled "Citizens Advisory Committee".

**Sec. 2.** Section 2 of Ordinance No. 1648 (uncodified) is amended to read as follows:

**Application.** This chapter shall apply to the creation and the responsibilities and activities of the Citizens Advisory Committee.

**Sec. 3.** Section 3 of Ordinance No. 1648 (uncodified) is amended to read as follows:

**Purpose.** The purpose of this chapter is to establish a Citizens Advisory Committee to encourage and promote citizen and neighborhood involvement in an advisory capacity to the City Council, to define the

roles and responsibilities of the Citizens Advisory Committee, to determine eligibility to serve on the Citizens Advisory Committee, and to determine the number of members of the Citizens Advisory Committee and the length of their terms.

**Sec. 4.** Section 5 of Ordinance No. 1648 is amended to read as follows:

**Citizens Advisory Committee composition.**

(1) There shall be twelve regular members of the Citizens Advisory Committee, one each from the City's nine neighborhood planning areas, two Des Moines business owners, and one Marina tenant.

(2) There shall be one alternate member from each of the City's neighborhood planning areas who will serve in the absence of his or her neighborhood planning area regular member, one alternate Des Moines business owner and one alternate Marina tenant.

(3) Regular members and alternate members representing neighborhood planning areas must be residents of Des Moines who own or rent property in Des Moines and have lived in their neighborhood planning area for at least one year, a business owner who has owned and operated said business in Des Moines for at least one year, or a Marina tenant for at least one year.

(4) All regular members and alternate members must be at least twenty-one (21) years of age and eligible to live in the United States.

**Sec. 5.** Section 6 of Ordinance No. 1648 (uncodified) is amended to read as follows:

**Term.**

(1) The regular term of office for members and alternates shall be two years.

(2) The initial appointment term shall be six members and six alternates for one year and six members and six alternates for two years. The initial appointment terms shall expire on December 31, 2017 and December 31, 2018 respectively. It shall be the Mayor's discretion who he or she shall appoint to which length of initial term. The member representing a neighborhood planning area, business, or Marina tenants and the alternate representing that same neighborhood planning area, businesses or Marina tenants do not necessarily have to have the same length of initial term.

**Sec. 6.** Section 7 of Ordinance No. 1648 (uncodified) is amended to read as follows:

**Scope of duties.**

(1) Review and provide input to the City Council on matters and issues as delegated by the City Council.

(2) Support and promote citizen participation and neighborhood enhancement.

(3) Promote and facilitate open communication between the City, residents, businesses, and other neighborhood organizations such as Homeowner Associations, Block Watches, etc.

(4) Review the City's budget and provide input to the City Council.

(5) Provide input to the City Council in advance of its annual planning/goal setting retreat.

(6) Bring matters and issues to the City Council that the Citizens Advisory Committee believes require City Council attention.

**Sec. 7.** Section 8 of Ordinance No. 1648 is amended to read as follows:

**Meetings.** The Citizens Advisory Committee shall meet at least three times per year, including one meeting to discuss the City's budget and once to create input for the City Council to consider in advance of its annual planning/goal setting retreat. The Citizens Advisory Committee shall also meet as needed to discuss issues and matters delegated to it by the City Council. All Citizens Advisory Committee meetings will be meetings with a minimum of three (3) members of the Des Moines City Council. The Mayor will act as the Presiding Officer of the meetings. In the Mayor's absence, the Mayor Pro Tem will be the Presiding Officer.

**Sec. 8. Repealed.** Section 9 of Ordinance No. 1648 (uncodified) is repealed.

**Sec. 9. Severability - Construction.**

(1) If a section, subsection, paragraph, sentence, clause, or phrase of this Ordinance is declared unconstitutional or invalid for any reason by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance.

(2) If the provisions of this Ordinance are found to be inconsistent with other provisions of the Des Moines Municipal Code, this Ordinance is deemed to control.

**Sec. 10. Effective date.** This Ordinance shall take effect and be in full force thirty (30) days after its final passage by the Des Moines City Council in accordance with law.

**PASSED BY** the City Council of the City of Des Moines this 7th day of July, 2016 and signed in authentication thereof this 7th day of July, 2016.

  
M A Y O R

Ordinance No. 1654  
Page 5 of 5

APPROVED AS TO FORM:



\_\_\_\_\_  
Interim City Attorney

ATTEST:



\_\_\_\_\_  
City Clerk

Published: July 12, 2016

Effective Date: August 6, 2016

LEGAL NOTICE  
SUMMARY OF ADOPTED ORDINANCE  
CITY OF DES MOINES

ORDINANCE NO. 1654, Adopted July 7, 2016.

DESCRIPTION OF MAIN POINTS OF THE ORDINANCE:

This Ordinance relates to the Citizens Advisory Committee and amends Ordinance No. 1648 (uncodified) to update the name of the Committee, amend requirements for applicants, and create a basic meeting structure; and repeals section 9 of Ordinance No. 1648 (uncodified)

The full text of the Ordinance will be mailed without cost upon request.

Bonnie Wilkins, CMC  
City Clerk

Published: July 12, 2016