

**CITY OF LYNNWOOD
ORDINANCE NO. 2737**

AN ORDINANCE AMENDING CHAPTER 2.24 OF THE LYNNWOOD MUNICIPAL CODE; AMENDING SECTION 2.24.030 RELATING TO MEMBERSHIP, NOMINATION AND CONFIRMATION PROCESS, AND RESIDENCY REQUIREMENTS FOR CITY ADVISORY BODIES; PROVIDING FOR SEVERABILITY, PROVIDING AN EFFECTIVE DATE AND FOR SUMMARY PUBLICATION.

WHEREAS, the City Council of the City of Lynnwood desires to provide for appointment procedures for the City's advisory bodies;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LYNNWOOD DO ORDAIN AS FOLLOWS:

Section 1. Section 2.24.030 of the Lynnwood Municipal Code is amended as follows:

2.24.030 Membership, nomination and confirmation process, and residency requirements.

The number of members and any specific qualifications of each advisory body shall be set forth by ordinance. The position number for each member shall be set forth by resolution, or motion.

Unless otherwise specifically provided by applicable ordinance, resolution, motion, or as may be required by state law, the following procedures and requirements shall apply to the appointment of all members of each advisory body:

- A. Each person at the time of nomination and continuing uninterrupted thereafter while serving on an advisory body, shall be a resident of the city of Lynnwood.
- B. Each person wishing to serve on a city advisory board shall submit an application to the city
 1. Promptly, but not later than 10 days after receipt of an application to serve on an advisory body, the city shall send an acknowledgement letter to the applicant.
 2. Promptly, but not later than 90 days after receipt by the city of an application to serve on an advisory body, provided that the Mayor may extend the 90 day notice period when such extension is necessitated by circumstances that are documented in writing in the applicants' file. The Mayor or his/her designee shall notify the applicant of the decision regarding the nomination. If the applicant is nominated, then the notification will be forwarded at the same time to the Council President for scheduling an interview at a city council work session.
- C. The administration shall provide biannually to the council a report on all applications to serve on city advisory bodies received in the time period since the date of the most recent report.

Provided that, the initial report shall be received by the council no later than October 1, 2008 and shall list all applications received after January 1, 2006 and up to the date of the report. Each report shall contain at a minimum the name, address and contact info of all applicants, the date of receipt of their application by the city, the advisory body to which they applied, and the date and disposition of each application.

D. Each person to be appointed shall be nominated by the mayor for a specific position number on each advisory body.

E. Each person shall be deemed appointed and commence service after confirmation by the city council or on the effective date of the previous member's resignation.

F. Each confirmation motion by the council shall include the position number, ending date and term for the position to which the person is appointed and such information shall be entered in the council journal. (Ord. 2121 § 1, 1997)

Section 2. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

Section 3. This ordinance or a summary thereof consisting of the title shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after publication.

PASSED THIS 11th day of August, 2008 and signed in authentication of its passage this _____ day of August, 2008.

Pursuant to RCW 35A.12.130 - "If the mayor fails for ten days to either approve or veto an ordinance, it shall become valid without his approval."

DON GOUGH, Mayor

ATTEST:

APPROVED AS TO FORM:

JOHN MOIR
Finance Director

MICHAEL RUARK
City Attorney