



Memorandum

Date: 3/21/2023
Meeting of: City Council

File No. AM No. 23-038
Type: Consent Item

TO: Members of the City Council
FROM: Mayor Angela Birney
DEPARTMENT DIRECTOR CONTACT(S):

Executive	Lisa Maher	425-556-2427
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DEPARTMENT STAFF:

Executive	Cheryl Xanthos	City Clerk
Executive	Kalli Biegel	Deputy City Clerk

TITLE:

Approval of Ordinances Amending Title 4 of the Redmond Municipal Code, Boards, Commissions and Committees, and Adding Chapter, Adopting Chapter 2.38 regarding the Frequency of the Mayor and Council Salary Review, and Adopting Section 2.08.025 for Processes for Holding Meetings during a Declared Emergency

- a. Ordinance No. 3115: An Ordinance of the City of Redmond, Washington, Amending Redmond Municipal Code 4.10, General Procedures, for City Boards, Commissions and Committees, to Update for Clarity and Changes in State Law
- b. Ordinance No. 3116: An Ordinance of the City of Redmond, Washington, Adopting Redmond Municipal Code (RMC) 4.47, Redmond Salary Commission, Codifying Provisions Relating to the Establishment and Operation of the Salary Commission; Adopting RMC 2.38 to Codify the Frequency of Review of the Mayor and Council Salaries; and Repealing Ordinance Nos. 2111, 2157 and 2262
- c. Ordinance No. 3117: An Ordinance of the City of Redmond, Washington, Amending Redmond Municipal Code 4.15, Arts and Culture Commission, to Update Code Language to Reflect Current Processes
- d. Ordinance No. 3118: An Ordinance of the City of Redmond, Washington, Amending Redmond Municipal Code 4.40, Parks and Trails Commission, to Update Code Language to Reflect Current Processes, Change Member Terms and Residency Criteria, and Add "Recreation" to the Name of the Commission
- e. Ordinance No. 3119: An Ordinance of the City of Redmond, Washington, Adopting Redmond Municipal Code (RMC) 2.08.025, Meetings Held During a Declared Emergency, to Allow for Limited Public Attendance and Fully Remote Meetings in Accordance with Changes to the Open Public Meetings Act

OVERVIEW STATEMENT:

Staff is proposing updates to the Boards and Commissions code to clarify processes. The changes in brief are below:

- Update processes to the general board code for clarity
- Adding in the Salary Commission and a schedule of salary review

- Updates to the Parks and Trails Commission and the Arts and Culture Commission

Staff is also proposing to add to the Redmond Municipal Code procedures for holding meetings during declared emergencies when in-person meetings can't safely be held, in accordance with changes to the Open Public Meetings Act.

A brief summary of the changes are included as Attachment F.

☐ **Additional Background Information/Description of Proposal Attached**

REQUESTED ACTION:

☐ **Receive Information** ☐ **Provide Direction** ☒ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
N/A
- **Required:**
Council approval is required to update the Redmond Municipal Code.
- **Council Request:**
N/A
- **Other Key Facts:**
N/A

OUTCOMES:

These updates provide clarity in the City processes and allow the city the flexibility of holding fully remote meetings during a declared emergency.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
N/A
- **Outreach Methods and Results:**
N/A
- **Feedback Summary:**
N/A

BUDGET IMPACT:

Total Cost:
N/A

Approved in current biennial budget: ☐ **Yes** ☐ **No** ☒ **N/A**

Budget Offer Number:

N/A

Budget Priority:

N/A

Other budget impacts or additional costs: ☐ Yes ☐ No ☒ N/A

If yes, explain:

N/A

Funding source(s):

N/A

Budget/Funding Constraints:

N/A

☐ Additional budget details attached

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
3/14/2023	Committee of the Whole - Finance, Administration, and Communications	Provide Direction

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
N/A	None proposed at this time	N/A

Time Constraints:

N/A

ANTICIPATED RESULT IF NOT APPROVED:

Processes would stay as they currently are and meetings will not be able to be held remotely in the event of an emergency, the meetings would have to be canceled instead.

ATTACHMENTS:

Attachment A: Ordinance - General Boards and Commissions Code Update

Attachment B: Ordinance - Salary Commission

Attachment C: Ordinance - Arts and Culture Commission Code Update

Attachment D: Ordinance - Parks and Trails Commission Code Update

Attachment E: Ordinance - Protocol for Meetings Held During a Declared Emergency

Attachment F: Brief Summary of Changes