

**ORDINANCE NO. 2022-1006**

**AN ORDINANCE OF THE CITY OF DEER PARK, WASHINGTON AMENDING CHAPTER 2.04 OF THE DEER PARK MUNICIPAL CODE; PROVIDING FOR PUBLIC COMMENT PRIOR TO PASSAGE OF ORDINANCES; CREATING A DEADLINE FOR COUNCIL AGENDA ITEMS AND A PROCEDURE FOR APPROVING LATE AGENDA ITEMS FOR COUNCIL MEETINGS; CONTAINING A SEVERABILITY CLAUSE; AND SETTING EFFECTIVE DATE.**

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WHEREAS, in 1989, the City Council for the City of Deer Park ("City") adopted procedures for ordinances requiring three readings, including a waiver process by approval of a quorum of the Council; and

WHEREAS, the three reading ordinance process set forth in Chapter 1.24 of the Deer Park Municipal Code is not required by state or federal law; and

WHEREAS, after two readings on previous drafts of this Ordinance, it is clear that the citizens of the City of Deer Park embrace the local custom of three readings and understand waivers of the three readings process will occur; and

WHEREAS, the Mayor, Council, and staff support and encourage public comment as part of the public meetings process; and

WHEREAS, the procedures in this Ordinance specifically call for public comment prior to passage of any ordinance which is consistent with current City practices; and

WHEREAS, the Mayor and City staff have studied the provisions in this Ordinance and determined the procedures in this Ordinance are better suited to providing notice to the citizens of the City on all actions to be taken by the City Council and therefore recommend the City Council consider adoption of this Ordinance approving Council procedures as set forth in this Ordinance; and

WHEREAS, the City Council has reviewed the recommendations of the Mayor and City staff and has determined that adoption of this Ordinance is in the best interest of the public health, safety, and welfare of the citizens of the City and will provide additional notice to the citizens of the City of the matters to be undertaken by the City Council, including ordinances and all other action items; NOW THEREFORE

**THE CITY COUNCIL OF THE CITY OF DEER PARK, WASHINGTON, DO ORDAIN AS FOLLOWS:**

**Section 1.** Chapter 2.04 of the Deer Park Municipal Code is hereby amended to read as follows:

**Chapter 2.04  
City Council Meetings**

Sections:

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| 2.04.010 | Meetings - Time and Place.                       |
| 2.04.020 | Public Hearings.                                 |
| 2.04.025 | Ordinances.                                      |
| 2.04.030 | Deadline for New Agenda Items – Website Posting. |
| 2.04.040 | Procedure for Approving Late Agenda Items.       |
| 2.04.050 | Failure to Follow Procedure.                     |

**2.04.010**

**Meetings - Time and Place.**

The regular meetings of the City Council shall be held on the first and third Wednesdays of each month at 7:00 pm in the City Hall at E. 316 Crawford Street in the City or at such other place as the Mayor or the City Council may determine from time-to-time which place shall be identified on the official website of the City and posted on the main entrance door to City Hall. Special meetings may be held from time to time in accordance with state law.

**2.04.020**

**Public Hearings.**

The minimum Notice for any public hearing to be held before the City Council shall include publication of the notice in the official newspaper of the City at least one time, 10 days prior to the date of the public hearing. Public hearings for specific matters which contain specific notification requirements identified by other provisions within the City code or by state or federal law shall be followed in addition to the public hearing notice provided in this Section.

**2.04.025**

**Ordinances.**

Prior to passage of any ordinance, the public shall be permitted to comment on an ordinance as a part of an Open Public Meeting.

**2.04.030**

**Deadline for New Council Meeting Agenda Items – Website Posting.**

Agenda items for regular meetings shall be submitted to the City Clerk-Treasurer in writing by 9:30 a.m. on the Friday preceding the Wednesday regular meeting. The City Clerk-Treasurer and Mayor shall set the agenda on the Friday before the regular meeting and post the agenda on the City Website by 5:00 p.m. the same day. In the event the Friday before a Wednesday regular meeting is a holiday, the following Monday shall replace that Friday for purposes of this Section and Section 2.04.040.

**2.04.040**

**Procedure for Approving Late Agenda Items.**

In the event the City Clerk-Treasurer receives an item for the agenda after 9:30 a.m. on the Friday preceding a regular meeting, the item shall be considered late. The Mayor or any member of the City Council may request a late agenda item be added to the agenda. Any such request shall be considered prior to approval of the agenda at the regular meeting for a vote on whether to include each late agenda item on the agenda for that regular meeting. The affirmative vote of a quorum of the Council shall be required to add any late agenda item to the agenda for discussion and possible action at the regular meeting. In the event a quorum of the Council does not vote to include a late agenda item on the agenda for the meeting, the item shall be included on the agenda for the next regular meeting. No Council action shall be taken on items not identified on the agenda or added to the agenda as late agenda items.

**2.04.050**

**Failure to Follow Procedure.**

The failure of the City Council to follow the procedures set forth in this Chapter shall not affect the validity of the actions taken by the City Council.


**Section 2.** If any section, sentence, clause, or phrase of this Ordinance shall 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 shall take effect and be in full force five (5) days after this Ordinance or a summary thereof consisting of the title is published.

Approved by the City Council of the City of Deer Park, Washington, at an Open Public Meeting the 2nd day of February, 2022.

  
MAYOR TIMOTHY VERZAL

ATTEST/AUTHENTICATED:  
  
DEBY CRAGUN, CITY CLERK/TREASURER

APPROVED AS TO FORM:  
OFFICE OF THE CITY ATTORNEY  
  
CHARLES D. ZIMMERMAN

FILED WITH THE CITY CLERK	:	<u>1/12/2022</u>
FIRST READING	:	<u>1/5/2022</u>
SECOND READING	:	<u>1/19/2022</u>
THIRD AND FINAL READING	:	<u>2/02/2022</u>
PASSED BY THE CITY COUNCIL	:	<u>2/02/2022</u>
PUBLISHED	:	<u>2/04/2022</u>
EFFECTIVE DATE	:	<u>2/11/2022</u>
ORDINANCE NO.	:	<u>2022-1006</u>

**SUMMARY OF ORDINANCE NO. 2022-1006**

of the City of Deer Park, Washington

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On the 2nd day of February 2022, the City Council of the City of Deer Park, Washington, passed Ordinance No. 2022-1006. A summary of the content of said ordinance, consisting of the title, provides as follows:

**AN ORDINANCE OF THE CITY OF DEER PARK, WASHINGTON AMENDING CHAPTER 2.04 OF THE DEER PARK MUNICIPAL CODE; PROVIDING FOR PUBLIC COMMENT PRIOR TO PASSAGE OF ORDINANCES; CREATING A DEADLINE FOR COUNCIL AGENDA ITEMS AND A PROCEDURE FOR APPROVING LATE AGENDA ITEMS FOR COUNCIL MEETINGS; CONTAINING A SEVERABILITY CLAUSE; AND SETTING EFFECTIVE DATE.**

The full text of this Ordinance will be mailed upon request.

DATED this 3rd day of February, 2022.

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CITY CLERK/TREASURER, DEBY CRAGUN