

**CHAPTER 2.08  
MAYOR AND COUNCIL**

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2.08.010 Meeting Times and Place: The City Council shall meet in regular session on the second and fourth Tuesdays of each month at 7 p.m. unless otherwise provided by motion. The place of meeting shall be the Council Chambers unless otherwise provided by motion. (Ord. 2443, 2/24/09; Ord. 1836, 12/8/98; Ord. 1514, 1992; Ord. 922, 1979; Ord. 814, 1977)

2.08.020 Special Meetings: Special meetings may be called by the Mayor or any two members of the City Council. The meetings shall be held in the Council Chambers unless otherwise provided by motion. The City Manager shall prepare a notice of special session stating time, place, and subject matter. The notice shall be served personally upon each member of the City Council or left at their usual place of residence, at least twelve (12) hours before the time of meeting. Only matters set forth in the notice of the meeting shall be discussed at such meetings. (Ord. 2443; 2/24/09; Ord. 1836, 12/8/98; Ord. 814, 1977)

2.08.025 Election of Mayor and Deputy Mayor: Biennially, at the first meeting of the new City Council, in odd numbered years, the City Council members shall choose a chairman and vice-chairman of the City Council from among their number. The chairman shall have the title of Mayor and the vice-chairman shall have the title of Deputy Mayor. (Ord. 2443, 2/24/09)

2.08.030 Mayor - Duties Generally:

- A. The Mayor shall preside at meetings of the City Council, and be recognized as the head of the city for all ceremonial purposes and by the Governor for purposes of military law.
- B. He shall have no regular administrative duties, but in time of public danger or emergency, if so authorized by the City Council, shall take command of the police, maintain law, and enforce order. (Ord. 2485, 7/28/09; Ord. 814, 1977)

2.08.035 Deputy Mayor - Duties Generally: The Deputy Mayor shall serve in the absence or temporary disability of the Mayor. (Ord. 2443, 2/24/09)

2.08.040 Appointments by Mayor: It shall be the duty of the Mayor, and he is authorized to appoint, subject to confirmation by the City Council, members of the following commissions:

- A. Planning Commission
- B. Park and Recreation Commission
- C. Airport Commission

D. Tourism Commission (Ord. 1836, 12/8/98; Ord. 1019, 1981; Ord. 814, 1977)

2.08.050 Councilman Pro Tempore: In the case of a City Council members' extended excused absence or disability a City Council member Pro Tempore, selected by a majority of the members of the City Council, shall be appointed to serve during the absence or disability. (Ord. 2443, 2/24/09)

2.08.060 Attendance at City Council Meetings by City Officers: The Mayor, or any member of the City Council may, through the City Manager, request the attendance at any meeting of the City Council of any department head, officer, or employee of the city. (Ord. 2512, 8/25/09; Ord. 2485, 7/28/09; Ord. 814, 1977)

2.08.070 Order of Business - Agenda:

A. The business of all regular meetings of the City Council shall be transacted in the following order, unless the City Council, by a majority vote of the members present, suspends the rules and changes the order:

1. Roll call;
2. Pledge of Allegiance;
3. Identification of citizens wanting to discuss agenda items and non-agenda items;
4. Presentations and Awards;
5. Consent agenda;
6. Commission Appointments
7. Consideration of bids and quotes;
8. Petitions, communications, or public hearings;
9. Ordinances and resolutions;
10. Requests to call for bids;
11. Referrals from commissions;
12. Other items for City Council consideration;
13. Non-Agenda Items and public questions and comments;
14. City Council questions and comments;
15. City Manager reports and comments.

B. Minutes of preceding meetings and bills tendered for payment shall not be read at each meeting prior to approval, unless a member of the City Council should request such reading. (Ord. 2548, 2/9/10; Ord. 2512, 8/25/09; Ord. 2485, 7/28/09; Ord. 2290, 2/27/07; Ord. 2153, 2/24/04; Ord. 2121, 6/24/03; Ord. 2024, 7/24/01; Ord. 1796, 2/10/98; Ord. 1514, 1992; Ord. 1224, 1986; Ord. 814, 1977)

- 2.08.080 Introduction of Ordinances: All proposed ordinances shall be prepared by the city staff and shall bear certification by the City Attorney that they are correct as to form. The City Manager, or the appropriate department head, shall attach to each proposed ordinance a brief summary of the provisions. Where it is proposed to amend an existing portion of the Municipal Code, the summary shall indicate the change sought to be made. (Ord. 814, 1977)
- 2.08.090 Appropriation Ordinances: No ordinance shall be prepared that provides for the appropriation of money unless it has prior approval of the City Manager and the Finance Director. (Ord. 814, 1977)
- 2.08.100 Enactment Procedure: Ordinances shall be read by title only unless the ordinance has been placed on the Consent Agenda for consideration; provided, that should a member of the City Council or a member of the audience in attendance at the time the Consent Agenda is considered desire to remove an ordinance from the Consent Agenda, that request shall be granted, except as provided otherwise herein. All ordinances except those relating to the issuance of bonds, bond anticipation notes, tax anticipation notes, revenue anticipation notes, inter-fund loans, and registered warrants, shall receive two readings, by title only, and the second reading shall not be upon the day of its introduction; except that an ordinance, if it has been declared to be of an emergency nature, with what constitutes an emergency being in the sole discretion of the City Council, may be passed at the time of its introduction by a two-thirds vote of the entire City Council present; provided, that all state laws now in effect or as amended or made effective which refer to the passage of ordinances and made applicable to the city shall also be followed. All ordinances relating to the issuance of bonds, bond anticipation notes, tax anticipation notes, revenue anticipation notes, inter-fund loans, and registered warrants shall only receive one reading, by title only. All ordinances which come to the City Council for final action as required by state law but which were approved by the Planning Commission pursuant to Title 20 of this Code shall be placed on the Consent Agenda by staff and may not be removed from the Consent Agenda for independent action by the City Council. Ordinances coming to the City Council for final action on the Consent Agenda pursuant to Title 20 shall be passed on a single consideration of the Consent Agenda and without being read by title only. (Ord. 2485, 7/28/09; Ord. 2115, 3/25/03; Ord. 1455, 1990; Ord. 1284, 1987; Ord. 960, 1980; Ord. 814, 1977)
- 2.08.110 Effective Date of Ordinances: All ordinances, except emergency ordinances, shall take effect five days after the date of passage and publication as required by law. Emergency ordinances shall take effect immediately upon their passage. (Ord. 814, 1977)
- 2.08.120 Emergency Expenditures - Nondebatable Emergencies: Upon the May 18, 1980 eruption of Mount St. Helens and the resulting downwind fallout of ash upon the city, a nondebatable emergency condition pursuant to RCW 35.33.081 is declared to exist which requires the immediate preservation of order and public health, to restore the city streets, roads, sewers, and public facilities to a condition of usefulness and provide public relief from the ash fallout, estimated at two million tons within the corporate limits of the city. The estimated amount is one million five hundred thousand dollars per week for an undetermined time. The enactment of this section provides authority for making such emergency expenditures therefor without notice or hearing as provided by RCW 35.33.081. (Ord. 958, 1980)