

**ORDINANCE NO. \_\_\_\_\_**

**AMENDING WHATCOM COUNTY CODE 2.98, POINT ROBERTS COMMUNITY  
ADVISORY COMMITTEE, TO REVISE MEMBERSHIP**

**WHEREAS**, in December 2020 the Whatcom County Council adopted Ordinance 2020-078, amending Whatcom County Code (WCC) 2.98 to revise the membership and meeting procedures of the Point Roberts Community Advisory Committee (PRCAC); and

**WHEREAS**, the County Council and County Executive recently received communications from the Point Roberts Chamber of Commerce requesting that the county withdraw their representative position from the list of required members on the PRCAC; and

**WHEREAS**, the position originally reserved for the Point Roberts Chamber of Commerce will be unassigned as a result of the removal of a representative; and

**WHEREAS**, the County Executive proposes changing the unassigned position to an additional "citizen at large" position to be appointed by the County Executive.

**NOW, THEREFORE, BE IT ORDAINED**, that Whatcom County Code 2.98 shall be amended to revise section 2.98.040 as detailed in the attached Exhibit A.

**BE IT FURTHER ORDAINED** that the effective date of this code amendment shall be May 31, 2021.

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2021.

ATTEST:

WHATCOM COUNTY COUNCIL  
WHATCOM COUNTY, WASHINGTON

\_\_\_\_\_  
Dana Brown-Davis, Clerk of the Council

\_\_\_\_\_  
Barry Buchanan, Council Chair

APPROVED AS TO FORM:

WHATCOM COUNTY EXECUTIVE  
WHATCOM COUNTY, WASHINGTON

\_\_\_\_\_  
Approved via e-mail by Karen Frakes / JL

Civil Deputy Prosecutor

\_\_\_\_\_  
Satpal Singh Sidhu, County Executive

( ) Approved      ( ) Denied

Date Signed: \_\_\_\_\_

## **EXHIBIT A**

### **POINT ROBERTS COMMUNITY ADVISORY COMMITTEE**

Sections:

- 2.98.010 Established.**
- 2.98.020 Purpose.**
- 2.98.030 Function.**
- 2.98.040 Membership – Term of office.**
- 2.98.050 Organization – Meetings.**
- 2.98.060 Committee staffing.**

#### **2.98.010 Established.**

There is hereby established the Point Roberts community advisory committee. (Ord. 2010-008).

#### **2.98.020 Purpose.**

The committee is created to provide advice and recommendation to the executive and to the council regarding needs and issues specific to the Point Roberts community. (Ord. 2010-008).

#### **2.98.030 Function.**

The committee shall utilize its ties to the community in order to identify community needs and to develop and propose methods to address those needs. (Ord. 2010-008).

#### **2.98.040 Membership – Term of office.**

The committee shall consist of the following individuals:

- A. One representative from each of the following: The Point Roberts Taxpayers' Association, and the Point Roberts Voters' Association, ~~and the Point Roberts Chamber of Commerce.~~
- B. ~~Four~~ **Five** representatives to be appointed by the executive.

Member terms will be two years; provided, that the terms of members first appointed will be staggered so that two of the committee members shall be appointed for one year. (Ord. 2010-008).

#### **2.98.050 Organization – Meetings.**

Meetings of the committee shall be open and accessible to the public and shall comply with the requirements of the Open Public Meetings Act. The committee shall determine its meeting schedule, but shall meet at least quarterly providing at least one week notice of all meetings and shall include the Agenda. Any item intended for a vote must be clearly and unambiguously defined on the agenda. The date of any meeting along with the agenda shall be published on the County Website a minimum of one week prior. At every meeting, the committee will schedule an open session to take public comment on issues consistent with the charge of the committee. Written and audio records of meetings, resolutions, findings and recommendations shall be kept and such records shall be public. Minutes must be sufficiently detailed to enable a reader to understand the topic discussed and the key points of any debate. All external communications made by the committee shall be in writing, approved by a majority vote with the names of the committee members and their votes attached. The committee shall adopt its own rules and procedures for the conduct of business. The committee shall elect a chairperson from among its members who shall preside at its meetings. (Ord. 2010-008).

#### **2.98.060 Committee staffing.**

The county may provide staffing based on the committee's timely notification of staffing needs at its meetings. The committee is authorized to request from the executive's office information from administrative departments. (Ord. 2010-008).