

6 **RESOLUTION NO. 2017-2**
7
8

9 **A Resolution of the Pierce County Flood Control Zone District, Relating to**
10 **Notice of Board and Executive Committee Meetings, and**
11 **Adding a New Section to the District Operating Rules.**
12
13

14 **Whereas**, by Resolution No. 2012-1, the Board of Supervisors established rules
15 for the operation of the District, which include, among other things, the date, time and
16 place of the regular meetings of the Board and the Executive Committee; and
17

18 **Whereas**, by informal procedure, the District Executive Director, in consultation
19 with the Chair of the Board, has been preparing the agenda and attachments for every
20 Board and Executive Committee meeting, and has been distributing, posting and
21 making available the agenda and attachments by noon of the second business day
22 before the day of a regular meeting, and twenty-four (24) hours before the time of a
23 special meeting; and
24

25 **Whereas**, to emphasize the importance of distributing, posting and making
26 available the agenda and attachments prior to a regular or special meeting of the Board
27 or Executive Committee, the Board of Supervisors desires to amend its Operating Rules
28 to adopt a rule for preparation, approval, distribution, posting and making available the
29 agenda and attachments for Board and Executive Committee meetings; Now, therefore
30

31 **BE IT RESOLVED by the Board of Supervisors of the Pierce County Flood**
32 **Control Zone District as follows:**
33

34 Section 1. A new Section 9 is added to Resolution No. 2012-1 as follows:
35

36 Section 9. Agenda for and Notice of Board and Executive Committee
37 Meetings.
38

- 39 A. The Chair or designee (hereafter, the "Chair") shall prepare an agenda for
40 each Board and Executive Committee meeting. The Chair shall determine
41 the order of and items on the agenda, taking into account the order of and
42 items on previous agendas.
43
44 B. The Chair shall attach to the agenda all documents identified or referenced in
45 the agenda, including but not limited to reports, agreements, resolutions and
46 written motions (hereafter, the agenda and the documents are collectively the
47 "Meeting Packet").

- 1
2 C. For regular meetings of the Board or the Executive Committee, the Chair shall
3 cause the Meeting Packet to be distributed to the Supervisors, posted on the
4 District's website, and made available at the office of the Clerk of the Board
5 by noon of the second business day before the day of the meeting. For
6 example, if the regular meeting is on a Tuesday, the Meeting Packet shall be
7 distributed, posted and made available by noon on Friday.
8
9 D. For special meetings of the Board or the Executive Committee, the Chair shall
10 cause the Meeting Packet to be distributed to the Supervisors, posted on the
11 District's website, delivered to entities that have on file with the Board a
12 written request to be notified of special meetings (as provided for in RCW
13 42.30.080), and made available at the office of the Clerk of the Board at least
14 twenty-four (24) hours before the time of the special meeting.
15
16 E. If State law or District resolution requires notice of a public hearing to be
17 published a certain number of days before the public hearing, the Chair shall
18 cause the notice to be published as required. Any documents identified or
19 referenced in the notice, including but not limited to reports, agreements,
20 resolutions and written motions, shall be posted on the District's website and
21 made available at the office of the Clerk of the Board concurrently with
22 publication of the notice.
23
24 F. The failure of the Chair to comply with any Meeting Packet requirement of this
25 Section shall not invalidate or adversely affect an otherwise legal action taken
26 at a meeting; provided that no action shall be taken by the Board of
27 Supervisors on any resolution which has not been distributed, posted, and
28 made available in accordance with the provisions of Subsection 9.C. and 9.D.
29 of this Section.
30

31 ADOPTED this 12th day of July, 2017.
32
33

34 ATTEST:

PIERCE COUNTY FLOOD CONTROL
ZONE DISTRICT
Pierce County, Washington

37 Kate Kennedy
38
39 Kate Kennedy, Clerk of the Board
40

Rick Talbert
Rick Talbert, Board Chair