

Resolution No. 2015-26

[CITY COUNCIL MEETING MINUTES SEPTEMBER 21, 2015](#)

RESOLUTION NO. 2015-26

A RESOLUTION of the City Council of the City of Lakewood, Washington, establishing procedures for notifying the public of the upcoming preliminary agenda and special meetings of City Council meetings and upcoming public hearings for forthcoming Council meetings.

WHEREAS, Section 35A.12.160 of the Revised Code of Washington requires every code city to establish a procedure for notifying the public of upcoming hearings and the preliminary agenda for forthcoming Council meetings; and

WHEREAS, the Open Public Meetings Act, RCW 42.30.080, provides for procedural requirements for noticing the public of special meetings; and

WHEREAS, the process for notifying the public has not changed since the adoption of the Resolution 1995-22 and it is necessary to update the existing procedures to meet State statutes.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD, WASHINGTON HEREBY RESOLVES as follows:

Section 1. Repeal Resolution No. 1995-22 in its entirety.

Section 2. Preliminary Agenda of City Council Meeting. The Public shall be notified of the preliminary agenda for the forthcoming City Council meeting at least twenty-four (24) hours in advance of the meeting by:

1. Providing written notification of the preliminary agenda to the City's official newspaper by mail, fax, or by email; and
2. Posting the preliminary agenda of Council meetings on the City's official website and at Lakewood City Hall.

Section 3. City Council Special Meeting Notice. The Public shall be notified of a Special Meeting of the City Council specifying the time, place and business to be transacted at least twenty-four (24) hours in advance of the meeting by:

1. Providing the Notice of the City Council Special meeting to the City's official newspaper and each local radio or television station that has filed a written request to be notified of special meetings by mail, fax, or by email; and
2. Posting the Notice of the City Council Special Meeting on the City's official website; and
3. Posting the Notice of the City Council Special Meeting at Lakewood City Hall and at the meeting site if the meeting is not held at Lakewood City Hall.

Section 4. Public Hearing Notices. Except where a specific means of notifying the public of a public hearing is otherwise provided by law notice of upcoming public hearings before the City Council or any City Board, Committee or Commission shall be given by publication of a notice containing the time, place, date, subject, and body before whom the hearing is to be held in the City's official newspaper, posting of a notice on the City's official website and at Lakewood City Hall at least five (5) days before the date set for the hearing.

Section 4. The City Clerk or designee is directed to publish notices and post agendas as required by this Resolution.

Section 5. That this Resolution shall be in full force upon passage and signatures hereon.

PASSED by the City Council this 21st day of September, 2015.

CITY OF LAKEWOOD

Don Anderson, Mayor

Attest:

Alice M. Bush, MMC, City Clerk

Approved as to form:

Heidi Ann Wachter, City Attorney