

ORDINANCE NO. 4871

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ELLensburg, WASHINGTON, RELATING TO THE CREATION OF A DIVERSITY, EQUITY AND INCLUSION COMMISSION, AND ADDING A NEW CHAPTER TO THE ELLensburg CITY CODE ENTITLED “1.88 DIVERSITY, EQUITY AND INCLUSION COMMISSION.”

WHEREAS, the citizens of Ellensburg established in the City of Ellensburg Comprehensive Plan, Ordinance No. 4785, as last amended by Ordinance No. 4869, that they “value a diverse, inclusive, and equitable community that is welcoming and supportive to everyone because it enriches our lives and enhances our individual and community well-being.”

WHEREAS, Ellensburg is a community that cares for all citizens and wants all people to feel a sense of belonging in this community; and

WHEREAS, Ellensburg embraces a future that acknowledges diversity, whether from age, skin color, gender identity, sexual orientation, religion, or disability makes us stronger; and

WHEREAS, working together, we hope that all who live in Ellensburg today and in the future, will have the opportunity to contribute fully to the community; and

WHEREAS, on the recommendation of the City Council’s Inclusion, Diversity, and Equity subcommittee’s recommendation the City Council of the City of Ellensburg, Washington now desires to establish a Diversity, Equity and Inclusion Commission;

NOW, THEREFORE, the City Council of the City of Ellensburg, Washington do hereby ordain as follows:

Section 1. A new chapter entitled “1.88 Diversity, Equity and Inclusion Commission” is hereby added to the Ellensburg City Code to read as follows:

Chapter 1.88 DIVERSITY EQUITY AND INCLUSION COMMISSION

Sections

- 1.88.010 Creation and Purpose.**
- 1.88.020 Appointment – Term – Composition**
- 1.88.030 Removal – Vacancy**
- 1.88.040 Organization – Meetings – Quorum**
- 1.88.050 Communication with City Council**
- 1.88.060 Duties and Responsibilities**

1.88.010 Creation and Purpose.

There is created a Diversity, Equity and Inclusion (DEI) Commission consisting of seven (7) members who shall be appointed by the mayor and confirmed by a majority vote of the council.

The purpose of the DEI Commission is to assist Ellensburg City Council in promoting diversity, equity and inclusion in the City of Ellensburg through action, education, and guidance. The Commission will seek to support Ellensburg in celebrating a diverse, equitable, and inclusive community that welcomes and is supportive to all residents and visitors because doing so enriches each individual's life and the community's wellbeing and vitality.

1.88.020 Appointment – Term – Composition

A. Members of the DEI Commission shall serve without compensation and be appointed by the mayor for a three-year term subject to confirmation by the city council. At least five members must reside within the city limits of the City of Ellensburg, and all members must be residents of Kittitas County.

B. Upon the initial formation of the commission, two commissioners will be appointed to a three-year term, two commissioners will be appointed to a two-year term, and two commissioners will be appointed to a single-year term. As the terms of commissioners expire, each replacement member of the commission will be appointed to a full three-year term with the result being for the lifetime of the commission there will be two new members or reappointed members every year. Committee members shall not serve more than three consecutive terms.

C. A city councilmember shall be appointed to the commission as chairperson who is nonvoting except in the case of a tie.

D. The city council shall ensure a mix of commission members who represent communities diverse in age, skin color, gender identity, sexual orientation, religion or disability, and who represent business, nonprofit, or education sectors, and who have skills or experience in analytics, translation, marketing, technology, human resources, or law. The Ellensburg City Council will seek to attract members that are interested in diversity issues, can respect different viewpoints, are action-oriented, and have personal experience that will provide empathy and community understanding regarding issues of diversity, equity and inclusion.

1.88.030 Removal – Vacancy

Members of the DEI Commission may be removed at any time by a majority of the city council. Whenever a commission member is absent for three consecutive regular meetings of the commission, or an aggregate of five regular and/or special meetings annually, unless by permission of the commission given at an open public meeting, the office shall automatically be vacated. Requests for an excused absence shall be made in writing to the chairperson of the commission.

Vacancies for the remainder of any such unexpired terms shall be filled in the same manner in which the original appointments were made.

1.88.040 Organization – Meetings – Quorum

A. Immediately after their appointment, and in January of each following year, members of the commission shall meet and organize by electing from all of the members of the commission a vice chairperson. It shall be the duty of the chairperson to preside at all meetings of the commission. The vice chairperson shall perform the duties of the chairperson in the event of the absence of the chairperson or vacancy of the office.

B. Four voting commission members shall constitute a quorum for the transaction of business. The affirmative votes by a quorum shall be necessary to carry any proposition.

C. There shall be a fixed time and place of the meetings within the corporate city limits at least once each calendar month. The meeting time and place shall be made known to the public and all meetings of the commission shall be open to the public. Monthly meetings may be cancelled by the chair due to lack of business, but the commission shall meet quarterly at minimum.

D. A city staff person shall serve as secretary of the commission. It shall be the duty of staff to keep minutes of all meetings and of all proceedings of the commission.

E. The commission may create subcommittees that include members of the public to address certain DEI topics or promote certain events. The subcommittee chair must be a member of the DEI Commission, and must be appointed by a majority of the DEI Commission membership.

1.88.050 Communication with city council

The commission shall forward communications which require city council action to city council through separate memoranda, including all rationale, which shall be scheduled as council agenda items. Memoranda requesting Council authority for programs or projects that require funding must be received by June 30th of each year in order to be considered for inclusion in the biennial budget or annual budget amendment process. Commission recommendations not incorporated in the preliminary budget shall be forwarded to the city council for consideration with the preliminary budget.

1.88.060 Duties and Responsibilities

The powers and duties of the commission shall be as follows:

A. Advise city council on actions needed to sustain and improve diversity, equity and inclusion in the city of Ellensburg;

B. Examine the practices and procedures of the city of Ellensburg to identify strategies to create processes and services which recognize the needs and differences of all who live and work in, or visit, Ellensburg;

C. Review and recommend amendments that incorporate the values of diversity, equity and inclusion into the city of Ellensburg Comprehensive Plan;

D. Recommend for Council adoption a community engagement plan that includes, but is not limited to, the following:

1. Developing activities such as forums, community gatherings, and events to promote mutual understanding and that encourage residents to connect with one another;

2. Identifying partner groups or organizations to sponsor regular cultural celebrations;

3. Creating strategies to distribute information to people of different cultures (e.g. bilingual resources, disability resources, culturally appropriate ways); and

4. Implement outreach strategies for improving city services relating to DEI.

5. Advise the city council regarding the impact of policy and budgetary choices on marginalized communities; and

E. Present recommendations to the city council on how to achieve the duties and responsibilities outlined in this section. Reports to the council may be made as progress occurs, but, no less than bi-annually.

Section 2. Severability. If any portion of this ordinance is declared invalid or unconstitutional by any court of competent jurisdiction, such holding shall not affect the validity of the remaining portion(s) of this ordinance.

Section 3. Corrections. Upon the approval of the City Attorney, the City Clerk and the codifiers of this ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 4. Effective Date. This ordinance shall take effect and be in force five (5) days after its passage, approval and publication.

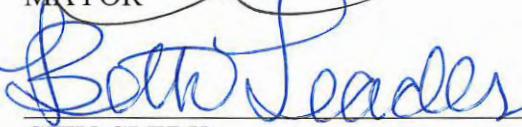
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The foregoing ordinance was passed and adopted at a regular meeting of the City Council on the 1st day of March, 2021.

ATTEST:

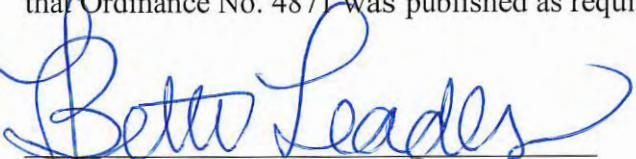

MAYOR

Beth Leader
CITY CLERK

Approved as to form:


CITY ATTORNEY

Publish: 3-4-2021

I, Beth Leader, City Clerk of said City, do hereby certify that Ordinance No. 4871 is a true and correct copy of said Ordinance of like number as the same was passed by said Council, and that Ordinance No. 4871 was published as required by law.


BETH LEADER