

ORDINANCE NO. 7524

AN ORDINANCE relating to the 1989 Washington State Centennial; creating a King County Centennial Commission, providing guidelines for membership on the Commission, and establishing the structure and responsibilities of the Commission.

BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

SECTION 1. Findings and Declaration of Purpose.

The King County council finds that:

A. The State of Washington will celebrate its one-hundreth birthday on November 11, 1989, and the state legislature has formed the Washington State Centennial Commission to assist local communities in coordinating and developing special centennial celebrations which will take place throughout 1989.

B. The State Centennial Commission is encouraging all Washington communities to participate in the year-long celebration and to establish county centennial committees to organize and develop local activities.

C. Momentum and enthusiasm about the centennial is building fast. As the largest and most influential county in the state, King County must create a centennial commission now to plan and coordinate local activities for 1989.

D. As the state's most populous county with more than 1.3 million people which includes the state's largest city, Seattle, King County will be a focal point for centennial celebrations and exhibits in 1989.

E. King County has a rich heritage and has had a significant role in the state's first century. King County will play an increasingly important role in Washington State's next century in terms of resources, trade, people, and culture.

F. There is no existing committee of commission within King County that is appropriate to coordinate plans for the 1989 centennial. Present programs and committees are inadequate to address the scope, importance, and immediacy of 1989.

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1 G. During 1985, King County solicited input from citizens during
2 six centennial workshops held in communities throughout the county. These
3 ideas are incorporated into the proposed structure, responsibilities, size,
4 and membership criteria for the King County Centennial Commission described
5 in this ordinance.

6 H. The purposes of this ordinance are to:

- 7 1. establish a King County centennial commission to spearhead and
8 coordinate local centennial planning and activities;
- 9 2. establish a commission that will act as a clearinghouse and co-
10. ordinating body to work with local communities throughout the county in
11 planning centennial programs;
- 12 3. encourage communities to develop centennial programs and assist
13 them in using their own resources and seeking other available forms of
14 support;
- 15 4. preserve King County's heritage into the state's second century;
- 16 5. look forward to King County's pivotal role and promising future
17 in the state's next century;
- 18 6. establish the responsibilities of the King County centennial
19 commission which are primarily fundraising, marketing, and coordination;
- 20 7. integrate the breadth of areas which should be addressed in the
21 county's 1989 centennial celebrations, including tourism, civic projects,
22 education, publications, the arts, parks and recreation, historic preser-
23 vation, heritage, community museums, ethnic cultures, public works, trade,
24 and memorabilia.

25 SECTION 2. Definitions.

26 The following words and terms shall, when used in this ordinance, be
27 defined as follows unless a different meaning clearly appears from the
28 context:

29 A. "Centennial" is the 1989 Washington State Centennial.

30 B. "Commission" is the King County centennial commission created by
31 this ordinance.

1 C. "Council" is the King County council.

2 D. "County" is King County.

3 E. "Citizens Coordinating Committee" is a committee of the King
4 County centennial commission comprised of one representative from each
5 committee within King County.

6 F. "Executive" is the King County executive.

7 G. "Executive Committee" is the central governing body for the com-
8 mission, composed of nine people who are also members of the commission.

9 H. "Historic Preservation Office" is the King County office of
10 historic preservation.

11 I. "Executive Director" is King County's manager of historic pre-
12 servation, or other designated party responsible for assisting and directing
13 the work of the commission.

14 J. "Local Celebrations Committee" is a committee of the State Centennial
15 Commission comprised of one representative from each county centennial
16 committee.

17 K. "Local Committees" are committees of local residents from cities,
18 unincorporated areas, neighborhoods and other sub-county communities within
19 King County.

20 L. "State" (when used as a noun) shall mean the State of Washington.

21 M. "State Centennial Commission" or "Washington State Centennial Com-
22 mission" is the 25-member Washington State Centennial Commission first
23 established by the legislature in 1982.

24 SECTION 3. County Centennial Commission.

25 A. There is hereby created the King County Centennial Commission
26 ("commission") which shall consist of 30 members selected as follows:

27 1. The thirty members of the commission shall be appointed by the
28 executive, subject to confirmation by the council, provided that no more
29 than twelve members shall reside within any one municipal jurisdiction.

30 (No more than four members of the commission's nine member executive com-
31 mittee shall reside within any one jurisdiction.)

1 a. Adequate representation from all council districts shall be
2 considered by the executive and council in making commission appointments.
3 The executive shall request nominations from each council member for com-
4 mission representatives from each council district. All commission appoint-
5 ments shall be confirmed by the full council.

6 b. Commission members shall have demonstrated an active interest
7 in their community and in the 1989 centennial of Washington statehood.
8 Women, minorities, and other ethnic groups shall be represented on the
9 commission.

10 2. Five alternate commission members shall be appointed at the
11 same time as the full commission. Alternates shall be numbered in the order
12 in which they are to be appointed to commission vacancies. No more than
13 two alternates shall reside within any one municipal jurisdiction.

14 3. The King County executive may solicit nominations for persons
15 to serve as members of the commission from the King--County Association of
16 Historical Organizations, the Seattle-King County Convention and Visitors
17 Bureau, the East King County Convention and Visitors Bureau, the Suburban
18 Cities Association, and the chambers of commerce, local historical organi-
19 zations, the Ethnic Heritage Council, local ethnic organizations and Indian
20 tribes, the State Centennial Commission, trade and development groups, and
21 other professional and civic organizations important within King County
22 and its communities.

23 4. The duration of the King County Centennial Commission shall last
24 until June 30, 1990, unless extended by amendment to this ordinance, in
25 order to close commission business, maintain records, and assess the success
26 of centennial programs. All appointments shall be made for the duration
27 of the commission. In the event of a vacancy, an alternate shall be
28 appointed to the commission as specified in Section 4, A, 2. If no alter-
29 nates exist in the event of a vacancy, an appointment shall be made to
30 fill the vacancy in the same manner and with the same qualifications as
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1 if at the beginning of the term, and the person appointed to fill the vacancy
2 shall hold the position for the duration of the commission. If any commission
3 member shall have more than three consecutive absences from regular meetings,
4 the commission will notify the member concerning the absences. The commission
5 may, at its discretion, ask the executive to appoint a replacement for this
6 member. The members of the commission shall serve without compensation.

7 5. The executive shall appoint the co-chairs of the commission.
8 Within six months of its first meeting, the commission shall adopt rules
9 and regulations, including procedures consistent with this ordinance. The
10 members of the commission shall be governed by the King County Code of Ethics,
11 KCC Ch. 3.04, as hereafter amended. The commission shall not conduct any
12 public meeting pursuant to this ordinance until rules and regulations have
13 been filed with the clerk of the Council.

14 6. A majority of the current appointed and confirmed members of
15 the commission shall constitute a quorum for the transaction of business.
16 All official actions of the commission shall require a majority vote of
17 the members present and voting.

18 7. The commission shall form an executive committee of nine people
19 within three months of its first meeting. The executive committee shall
20 be the central governing body for the commission, and the business and affairs
21 of the commission shall be managed under the direction of the executive
22 committee, except as otherwise provided by law or in this ordinance. This
23 committee shall include the co-chairs and the vice-chairs, if any; other
24 members of the executive committee shall be elected by vote of the commission.
25 No more than four members of the executive committee shall reside within
26 any one municipal jurisdiction.

27 8. The executive through the department of planning and community
28 development, the executive office or other department, shall provide staff
29 support to the commission and shall assign a professionally qualified staff
30 to assist and direct work of the commission. Under direction of the com-
31 mission, the executive director (or other designated party) shall be the cus-
32 todian of the commission's records. The executive director or his designee shall

1 conduct official correspondence, assist in organizing the commission, organize
2 and supervise the commission staff, and direct the clerical and technical
3 work of the commission as required by this ordinance.

4 9. The commission shall meet at least bi-monthly for the purpose
5 of coordinating centennial activities, planning programs, making endorsements
6 and funding recommendations, developing fundraising plans, directing marketing
7 and media strategies, and conducting other business. When no business is
8 scheduled to come before the commission seven days before the scheduled bi-
9 monthly meeting, the commission co-chair may cancel the meeting. All meetings
10 of the commission shall be open to the public, pursuant to the Washington
11 State Open Public Meetings Act, RCW 42.30. The commission shall keep minutes
12 of its proceedings, and shall keep records of all official actions taken
13 by it, all of which shall be filed in the office of the executive director.
14 and shall be public records.

15 10. At all meetings of the commission, all oral proceedings shall be
16 electronically recorded. Such proceedings may also be recorded steno-
17 graphically by a court reporter, provided at the expense of any interested
18 person for that purpose. A tape recorded copy of the electronic record of
19 any hearing or part thereof shall be furnished to any person upon request
20 and payment of a reasonable expense thereof.

21 B. NON-PROFIT STATUS AND MEMBERSHIP.

22 1. Within six months after appointment and organization of the county
23 centennial commission, it will be the responsibility of the commission to
24 meet with the executive and council to determine if an independent non-profit
25 corporation or a public corporation structure is necessary and should be
26 established.

27 2. Within six months after appointment and organization of the county
28 centennial commission, a membership program shall be investigated as a means
29 of raising funds. It is anticipated that membership in King County's
30 centennial program, or in a King County centennial non-profit or public
31 corporation, if established, would be open to the general public for a small
32 fee.

1 C. FUNCTIONS. The commission shall have the following functional
2 responsibilities.

3 1. Fundraising. Limited county and state seed money is anticipated
4 to start operating the commission. A major responsibility of the commission
5 is to investigate raising its own money.

6 2. Marketing. The commission shall direct and coordinate packaging
7 of centennial events and programs for visitors and residents.

8 3. Coordination. The commission shall be responsible for coordi-
9 nating centennial planning and programming within King County, including
10 anticipated compilation and publication of a 1989 calendar listing of events.

11 4. Funding and endorsement recommendations. The commission shall ✓
12 make recommendations about funding and endorsement of proposed centennial
13 projects to the executive and council.

14 5. Balancing the needs of major projects and small community programs.
15 The commission is charged with responsibility for balancing between the needs
16 of major projects and smaller organizations throughout the county.

17 6. Coordination with Seattle and suburban cities. Members on the
18 commission shall represent diverse geographical areas within the county.

19 The commission shall encourage the formation of local committees for incorpo-
20 rated cities and unincorporated communities. A county-wide citizens coordi-
21 nating committee composed of one representative from each local committee
22 shall be established to provide liaison with Seattle, suburban cities, and
23 unincorporated communities. This citizens coordinating committee shall be
24 established within six months of the appointment of the full commission.

25 7. Creation of committees. The commission may establish such com-
26 mittees as it desires, without limit to the number thereof or to the number
27 of people who may serve on a particular committee. Committee members shall
28 be determined by the co-chairs, with the approval of the commission. Non-
29 members of the commission may be invited to serve on such committees.

30 a. Local community committees, for incorporated municipalities,
31 unincorporated communities, and neighborhoods within King County shall be
32 encouraged. A representative from each local committee shall serve on the
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1 county citizens coordinating committee described under C. 6. of this section,
2 which shall be a committee of this commission. This committee shall be simi-
3 lar in organization to the state local celebrations committee which includes
4 representatives from each county committee within the state.

5 b. Duplication of committees of the State Centennial Commission
6 shall be encouraged to enhance opportunities for coordination and liaison
7 between committees. Existing state committees include the following:

- 8 (1) Arts
- 9 (2) Constituencies
- 10 (3) Education
- 11 (4) Ethnic Heritage
- 12 (5) Fundraising Coordination
- 13 (6) Games
- 14 (7) Gifts
- 15 (8) Lasting Legacy
- 16 (9) Licensing and Concessions
- 17 (10) Local Celebrations
- 18 (11) Maritime
- 19 (12) Media and Public Relations
- 20 (13) Native American
- 21 (14) Pacific Celebration
- 22 (15) Publications
- 23 (16) Salmon
- 24 (17) Washington's Birthday Celebration

25 8. Technical Assistance. The commission shall provide technical
26 assistance and support to community projects as needed. This support shall
27 be provided on a time permitting basis, and shall be dependent upon the time
28 required for other commission responsibilities. In so far as possible, the
29 commission shall make information about funding sources, other resources,
30 and other proposed centennial programs available to the general public and
31 to organizations developing centennial activities.
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1 SECTION 4. Schedule for King County Centennial Commission.

2 A proposed schedule for 1986 and preliminary schedule for 1987-1989
3 is attached to this ordinance (Attachment A). The schedule outlines the
4 primary tasks of the commission.

5 SECTION 5. Funding Procedures.

6 A. The commission shall have the power to make grants of funds received
7 by it from private sources and from local, state, and federal programs for
8 centennial projects. Such grants shall be made in accordance with funding
9 and endorsement criteria developed by the commission within six months of
10 its creation. No grants shall be made until after the commission approves
11 the funding and endorsement criteria. Grants shall be made pursuant to the
12 goals and objectives set forth in this ordinance and to the commission's
13 funding and endorsement criteria. The commission shall establish rules and
14 regulations governing procedures for applying for grant monies pursuant to
15 this section.

16 B. The commission shall have the power to do fundraising and to accept
17 monetary contributions and other donated in-kind services. The commission
18 shall establish a gift and donation program. The commission shall establish
19 rules and regulations governing fundraising pursuant to this section.
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1 C. The commission shall investigate a membership program. The
2 commission may develop a membership programs and exhibits.

3 INTRODUCED AND READ for the first time this 10th day of

4 February, 1986.

5 PASSED this 10th day of March, 1986.

6 KING COUNTY COUNCIL
7 KING COUNTY, WASHINGTON

8 Audrey Gruyer
9 CHAIR

10 ATTEST:

11
12 Janet M. Owens
13 Clerk of the Council

14 APPROVED this 19th day of March, 1986.

15
16 D. Hill
17 King County Executive

ATTACHMENT A

Proposed Schedule

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2 The proposed schedule is more detailed for 1986 (Phase One) because the first
3 steps of establishing the Commission and developing Centennial programs
4 are well defined and based on the 1986 budget for the Centennial. Schedules
5 for 1987-1988 (Phase Two) and 1989 (Phase Three) are less detailed because
6 the King County Centennial Commission, once established, will want to refine
7 plans and programs for the two later phases.

8 I. 1986: Phase One - King County Centennial Commission is established
9 and program initiated.

10 A. Write legislation establishing a King County Commission, review
11 with Prosecuting Attorney and present to Council members and
12 staff.

13 1. Draft legislation, circulate for review comments and revise
14 as appropriate.

15 Date: January - February 1986

16 2. Transmit ordinance from King County Executive Hill to
17 King County Council. Council review and adoption.

18 Date: February - March 1986

19 B. Direct selection process for commissioners and work with King
20 County Council through appointment process.

21 1. Run selection process for recruitment of commissioners
22 including press releases, coordination with suburban cities,
23 interviews, and recommendations to the Council.

24 Date: February - May 1986

25 2. Work with the King County Executive Office and Council
26 through the appointment process for the King County
27 Centennial Commission.

28 Date: May - June 1986

29 C. Prepare preliminary media strategy, define marketing strategy
30 and start development of information kit.

31 1. Work with local media in developing public service
32 announcements, feature articles and "Centennial Minutes"
33 programming.

Date: April - September 1986

2. Write, research and produce and "information kit" for
citizens about where to go for Centennial information,
technical assistance, and other pertinent information.
Kit would be designed as folder which can be updated
with new information as it becomes available.

Date: June 1986 - May 1987

1 D. Provide staff support to major cultural activities and smaller
2 community programs throughout King County as time and budget
3 permits. This includes staff time to respond to constituent
inquiries and attend meetings as representative of King
County Centennial Commission.

4 1. Provide staff support to "Main Events" scheduled for
5 completion or start-up during Centennial time frame.
6 Assistance in the form of public relations, access to
7 elected officials, fundraising and endorsements would
be provided to: Zoo, Science Center; Children's Museum;
Museum of Flight; Northwest Seaport; MOHAI, and other
regional facilities.

8 Date: January - December 1986

9 2. Provide staff support to smaller community programs which
10 are scheduled for completion or start-up during Centennial
11 time frame. This would be similar to #1 above, only it
12 would include smaller scale programs, especially those
on a community wide basis such as programs in the
Snoqualmie Valley, a county-wide historic marker program,
and a rotating exhibit.

Date: January - December 1986

13 E. Monitor State Centennial Commission activities and provide for
14 ongoing King County Centennial Program administration.

15 1. Monitor State Centennial Commission meetings and
16 activities as time and budget permits. This includes
per diem expense for consultant to monitor State programs.
Date: January - December 1986

17 2. Provide support for ongoing Commission administration.
18 This includes preparing materials for Commission
19 meetings and writing correspondence and reports. One
of the Commission's first important tasks will be to
develop criteria for endorsement and funding of
proposed Centennial projects.

20 Date: July - December 1986

21 II. 1987-1988: Phase Two - King County Centennial Program Operating.

22 A. Complete development of fundraising strategy and implement
23 fundraising program.

Date: January 1987 - December 1988

24 B. Select projects for Commission endorsement and determine which
25 projects qualify for Centennial matching funds (mini-grants).
Distribute funds to selected projects.

26 Date: February 1987 - December 1988

- 1 C. Provide staff support and mileage to major cultural
2 activities and smaller community programs throughout King
3 County. This includes staff time to respond to constituent
4 inquiries and attend meetings as representative of King
5 County Centennial Commission and related automobile mileage.
6 Date: January 1987 - December 1988
- 7 D. Complete definition of media strategy and development of
8 marketing program. Publish information packet and implement
9 media and marketing programs.
10 Prepare 1989 Calendar of Centennial events.
11 Date: January 1987 - December 1988
- 12 E. Monitor State Centennial Commission activities and provide
13 for ongoing King County Centennial Program administration.
14 Date: January 1987 - December 1988

15 III. 1989: Phase Three - Implementation of Centennial Celebrations.

- 16 A. Centennial celebrations and exhibits take place.
17 Date: January - December 1989
- 18 B. Provide support to major cultural activities and smaller
19 programs throughout King County by assuring excellent media
20 coverage, providing marketing assistance and disbursing
21 remaining funds to selected projects.
22 Date: January - December 1989
- 23 C. Coordinate marketing and media coverage of Centennial
24 programs.
25 Date: January - December 1989
- 26 D. Monitor State Centennial Commission activities and provide
27 for ongoing King County Centennial Program administration.
28 Date: January - December 1989
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