

City of
Bellevue



Transportation Commission Staff Report

DATE: February 5, 2026
TO: Chair Stash and Members of the Transportation Commission
FROM: Heather Jones, Assistant City Attorney
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SUBJECT: Transportation Commission Bylaws Amendments

DIRECTION REQUESTED

Action
 Discussion/Direction
 Information

INTRODUCTION

The updated bylaws presented propose three key updates and some minor changes:

- Amending the section concerning decorum (Article 7, Section E), consistent with Ordinance No. 6864 and BCC 3.63.030 as revised – extending the maximum exclusionary period to 180 days.
- Amending the section concerning decorum (Article 7, Section E), consistent with Ordinance No. 6864 and BCC 3.63.030 as revised – clarifying the process to appeal any exclusionary period.
- Amending the section concerning membership (Article 2, Section A), consistent with Ordinance No. 6865 and BCC 3.63.010 as revised – limiting service to two consecutive terms on any advisory board/commission.
- Performing non-substantive amendments and other formatting corrections.

A strike-through draft of the proposed amendments is included as **Attachment A**. Staff seek direction to bring back the proposed updated bylaws for final adoption at the Transportation Commission’s next regular meeting.

BACKGROUND AND INFORMATION

In 2023, the Bellevue City Council updated its rules of decorum for public attendance and participation during Council and board/commission meetings. These rules were intended to provide for the orderly conduct of public meetings. In 2025, City Council further amended several provisions of the Bellevue City Code that apply to City Council’s advisory boards and commissions. See **Attachment B** - Ordinance No. 6864, and **Attachment C** - Ordinance No. 6865, both adopted September 23, 2025.

Amendments Under Ordinance No. 6864

With the adoption of Ordinance No. 6864, City Council increased the maximum exclusion period for violations of decorum from 60 days to 180 days. In addition, City Council revised and clarified the process to appeal any exclusionary period at the next City Council meeting, provided a timely written

appeal in received at least 3 business days prior to the meeting. This change ensures staff will have sufficient time to perform necessary administrative functions, such as including the appeal as an action item on any agenda, making/distributing copies of the appeal to councilmembers, and providing sufficient time for councilmembers to consider the appeal.

These amendments are codified at BCC 3.63.030(F)(6)(b) – increasing the exclusionary period to 180 days; and BCC 3.63.030(F)(8) – clarifying the appellate process for any exclusion. The Commission must amend its bylaws to reflect these amendments, and staff have proposed amendments for consistency to the Commission’s Bylaws, Article 7, Section E(6)(b) and Article 7, Section E(6)(f), respectively. See **Attachment A**.

Amendments Under Ordinance No. 6865

With the adoption of Ordinance No. 6865, City Council sought to create more opportunities for broader community participation in council advisory boards and commissions. Specifically, City Council limited service on any board/commission to two consecutive terms. Previously, after two full terms, a person was prohibited from serving on the same board/commission until there had been, at a minimum, a two-year break in service. Formerly, said individual could immediately serve on a different board/commission without needing to observe any two-year break. The amendment clarifies that a two-year break in service must be observed following two terms of service on any board or commission.

This amendment is codified at BCC 3.63.010(C) – limiting service on any board/commission to two consecutive terms. While these requirements may be captured in any confirmation motion referenced in Article 2, Section A(4), staff recommend that the Commission revise its bylaws to memorialize the limitation. To that end, staff propose amendments to the Commission’s bylaws, proposing a new Article 2, Section A(5) and (6), consistent with Bellevue City Code. See **Attachment A**.

Miscellaneous Amendments

Last, in developing the revisions discussed above for the Commission’s consideration, staff observed certain formatting changes that should be corrected for purposes of consistency, uniformity, and readability. These formatting changes are also identified in the attachments. See **Attachment A**.

NEXT STEPS

Pursuant to Article 16 of the Commission’s bylaws, a two-step process is required to amend said bylaws. After this meeting, consistent with any direction provided, final revisions will be presented at the Commission’s next regular meeting. Any amendments require two-thirds of the membership to vote in favor of amending the bylaws.

ATTACHMENTS

Attachment A – Strike-through Draft of Transportation Commission Bylaws

Attachment B – Ordinance No. 6864

Attachment C – Ordinance No. 6865