

**CITY COUNCIL AGENDA MEMORANDUM**

**SUBJECT**

Resolution No. 8928 establishing modified Rules of Procedure for the City Council, and repealing Resolution Nos. 5987 and 6399.

**FISCAL IMPACT**

None.

**STAFF CONTACT**

Myrna Basich, Assistant City Manager/City Clerk 452-2733  
*City Clerk's Office*

**POLICY CONSIDERATION**

State law

RCW 35A.12.120 states that "The council shall determine its own rules and order of business, and may establish rules for the conduct of council meetings and the maintenance of order." RCW 35A.12.110 identifies a number of components traditionally addressed in Rules of Procedure established by Washington cities.

Council practice

The City Council operates under special rules of procedure adopted by Council Resolution. In order to implement modifications to the current Rules governing Council meetings and Council work agreed to at the Retreat held in February, 2015, it is necessary to amend Council's Rules of Procedure.

**DIRECTION NEEDED FROM COUNCIL**

Information  
 Discussion  
 Action

This topic is being scheduled at Discussion of Upcoming Items to provide Councilmembers an opportunity to ask any questions or propose modifications prior to the draft Resolution being presented on May 18 for Council action.

**BACKGROUND**

At its February Retreat, Council reviewed a number of proposed amendments to your current Rules of Procedure that have been accumulated over time based on Council's topical discussions. Council Rules were last amended by Resolution No. 6399 adopted on February 22, 2000.

Proposed modifications include:

- Acknowledging Council's longstanding practice of naming a Temporary Chair to preside over the election of the Mayor at the first regular meeting of Council in even-numbered years;
- Amending provisions related to appointment of Council committees and liaisons to Council-appointed Boards and Commissions;
- "Codifying" staff's longstanding procedures for filling vacancies on Boards and Commissions;
- Adding provisions for Councilmember remote participation in Council meetings;

- Revising the order of business for the Extended Study and Regular Sessions to include approval of the agenda at the beginning of meetings, and incorporating the provision that agendas may be amended during the course of a meeting by a vote of at least 4 members;
- Modifying rules for public testimony:
  - Speakers at Oral Communications, public comment periods, and public hearings will be limited to three minutes per speaker (with the exception of public comment periods established to seek input in support of or opposition to a ballot measure);
  - Oral Communications will be limited to 30 minutes and public comment periods to one hour (public hearings have no established time limits);
  - For Oral Communications, if the number of speakers signed up will exceed the 30-minute period, the Chair is authorized to give preference to persons speaking to items on that night's agenda or anticipated to come before Council within one month, or to persons who have not spoken to Council in the last quarter;
- Clarifying voting provisions, including those related to Councilmembers' recusing themselves from participation on matters where a real or perceived conflict of interest may exist;
- Clarifying how to seek Council authorization to proceed with individual Councilmember requests exceeding eight hours' duration;
- Modifying provisions within the Rules relating to Council travel; and
- Minor edits and "housekeeping" amendments, such as correcting the address of Bellevue City Hall.

The draft Resolution incorporating these amendments to Council Rules is scheduled for Council action on May 18, 2015.

#### **ATTACHMENTS**

Redline version of proposed Resolution including changes directed by Council at the February Retreat  
Proposed Resolution No. 8928

#### **AVAILABLE IN COUNCIL DOCUMENT LIBRARY**

N/A