

CITY COUNCIL REGULAR SESSION

Resolution authorizing amending the City Council rules of procedure for the conduct of City Council meetings.

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EXECUTIVE SUMMARY

As directed by Council on March 21, this Resolution amends the City Council rules of procedure related to meeting format and order of business.

RECOMMENDATION

Move to adopt Resolution No. 10084

BACKGROUND/ANALYSIS

On March 24, 2020, Governor Jay Inslee issued emergency Proclamation 20-28 related to the Open Public Meetings Act (OPMA) prohibiting in-person council meetings and requiring that the public be allowed to participate in meetings remotely. To facilitate the required virtual meetings, on June 1, 2020, the Council temporarily suspended portions of its rules of procedure in three topical areas: meeting format, order of business and remote participation by Councilmembers.

Governor Inslee subsequently amended his OPMA emergency proclamation to allow the Council to hold meetings in person, as long as the Council also provides an option for remote participation by the public. The target date for return to in-person Council meetings is currently April 18.

At the March 21 meeting, Council directed staff to return with a Resolution modifying the meeting format and order of business sections of the Council rules of procedure. The Council chose to proceed with formally amending the Council rules of procedure to permanently shift to the one-agenda format, termed a Regular Meeting, that has been utilized during the virtual meetings. This has allowed the Council to have maximum flexibility in structuring its meetings and has resulted in efficiencies in the processing of agenda items. Staff is able to schedule public hearings, consent items, other ordinances and resolutions, and land use items on any Monday rather than only the first or third Monday of the month as was previously the case with the Study Session, Extended Study Session and Regular Session agendas. The format has also provided the public a consistent time and place for oral communications, specifically at the beginning of each meeting.

In addition, the Council rules of procedure specifies the order of business to be conducted at each meeting of the Council. Based on Council direction, staff have modified the order of business section of the rules of procedure to follow the order that has been utilized in the virtual meeting agendas.

Council also directed staff to bring these amendments back after one year, so Council may discuss how these procedural changes are working and whether Council wants to make any changes.

POLICY & FISCAL IMPACTS

Policy Impact

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.” The City Council operates under special rules of procedure adopted by Council Resolution.

RCW 42.30, Open Public Meetings Act, governs the way in which Council meetings are conducted.

Fiscal Impact

There is no fiscal impact associated with the adoption of this Resolution.

OPTIONS

1. Move to adopt Resolution authorizing amending the City Council rules of procedure for the conduct of City Council meetings.
2. Do not adopt the Resolution and provide alternative direction to staff.

ATTACHMENTS

A. Resolution 8928 (redlined)

Proposed Resolution No. 10084

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N/A