

East Bellevue Community Council
Summary Minutes of Special Meeting

May 10, 2018
4:30 p.m.

City Hall, Room 1E-109
Bellevue, Washington

PRESENT: Chair Hummer, Vice Chair Walter, Alternate Vice Chair Gooding, and Councilmembers Dhananjaya and Kasner

ABSENT: None.

STAFF: Catherine Drews, Assistant City Attorney

1. **CALL TO ORDER**

The meeting was called to order at 4:44 p.m., with Chair Hummer presiding.

2. **ROLL CALL**

Deputy City Clerk Karin Roberts called the roll. All Councilmembers were present.

3. **UNFINISHED BUSINESS**

- (a) Review and Update of East Bellevue Community Council Rules of Procedure

Chair Hummer introduced the review and update of the Community Council Rules of Procedure.

Responding to Councilmember Kasner, Assistant City Attorney Catherine Drews said staff recommends following the format used by the Boards and Commissions for their Rules of Procedure. Having a consistent format is beneficial for the public and anyone else who is interested in referring to the rules.

Chair Hummer led the discussion and highlighted revisions in the following topical areas:

- Membership and organization
- Quorum
- Voting rules
- Resignation from the EBCC and filling the vacancy
- EBCC Election of Officers
- Committees
- Attendance and excused absences
- EBCC staffing and recordkeeping

- Necessary expenses
- Duties of officers
- Order of business/agenda
- Remote participation in EBCC meetings
- Special meetings and public notices.

Responding to Deputy City Clerk Roberts, there was a consensus to retain the office of Alternate Vice Chair, even though it is not required by state law.

Councilmember Kasner requested clarification regarding the number of votes required to approve a resolution. Staff will follow up.

Vice Chair Walter questioned who has the authority to determine necessary expenses (City versus EBCC). Ms. Drews said the City has the authority to make that determination. She noted a 2001 case involving the former Sammamish Community Council that supported the City's authority [RCW 35.14.030].

Councilmember Kasner left the meeting at 5:53 p.m.

At 5:57 p.m., Chair Hummer declared a brief recess. The meeting reconvened at 6:03 p.m.

Ms. Hummer requested more information on the quasi-judicial process and the EBCC's role. She resumed discussion regarding the meeting agenda/order of business.

Ms. Drews referred the Council to language in Section 12 on page 10: "The applicable department director shall provide for notice of the public hearing to be published in the newspaper of general circulation." She suggested revising to read: "...the department director or their designee." The Council concurred.

Deputy City Clerk Roberts said she would update the Rules and prepare a resolution for their adoption at the June meeting.

4. **ADJOURNMENT**

Vice Chair Walter moved to adjourn. The motion was seconded by Councilmember Dhananjaya and carried by a vote of 4-0.

At 6:12 p.m., Chair Hummer declared the meeting adjourned.

Karin Roberts, CMC
Deputy City Clerk

/kaw