



City and Borough of Juneau  
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TO: Deputy Mayor Hale and Borough Assembly  
FROM: Katie Koester, City Manager  
DATE: February 22, 2024  
RE: Resolution 2986 Amending the Assembly Rules of Procedure

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Resolution 2986 amends the Assembly Rules of Procedure. Assembly Rules of Procedure are periodically amended; as the body proceeds with regular business, staff notes items in your Rules of Procedure that could use clarification or updating. They were last amended in February of 2022 to clarify first amendment rights of the public when testifying before the Assembly.

A number of changes are housekeeping in nature to bring the Rules of Procedure in accord with current Assembly practice. For example, limiting public participation to three minutes instead of five minutes, assigning a place for "potential issues for reconsideration" under Unfinished Business in the agenda, and clarifying that the Assembly has the flexibility to transition to a fully remote meeting in emergency circumstances.

More substantive changes include establishing three members as a quorum for smaller assembly standing committees (LHED, PWFC and HRC) to allow two members to meet privately without open meetings act concerns. Resolution 2996 also clarifies that decisions that are made in committees, especially the COW and AFC, are not binding on the body when it is sitting as the full Assembly.

**Recommendation:** Discuss proposed changes to the Assembly Rules of Procedure and forward to the Assembly for introduction.