



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 6230
February 21, 2023
Regular Business

AGENDA BILL INFORMATION

TITLE:	AB 6230: City Council Rules of Procedure Amendments (Resolution No. 1642)	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Resolution
RECOMMENDED ACTION:	Approve Resolution No. 1642 amending the City Council Rules of Procedure as set forth in Exhibit A.	

DEPARTMENT:	City Council
STAFF:	Ali Spietz, Chief of Administration Andrea Larson, City Clerk
COUNCIL LIAISON:	n/a
EXHIBITS:	1. Resolution No. 1642 and Exhibit A (City Council Rules of Procedure)
CITY COUNCIL PRIORITY:	n/a

AMOUNT OF EXPENDITURE	\$ n/a
AMOUNT BUDGETED	\$ n/a
APPROPRIATION REQUIRED	\$ n/a

EXECUTIVE SUMMARY

The purpose of this agenda bill is to approve the City Council Rules of Procedure amendments that were discussed at the January 3 ([AB 6205](#)) and January 17 ([AB 6215](#)) City Council meetings.

BACKGROUND

In 2004 (see [AB 3855](#)), the City Council adopted Rules of Procedure (“Rules”) in accordance with MICC 2.06.050(A), which reads, in part: “The council shall determine its own rules, bylaws and order of business, and may establish rules for the conduct of council meetings and the maintenance of order.” The Rules were most recently amended on April 5, 2022 (see [AB 6057](#)).

ISSUE/DISCUSSION

At the January 3 City Council meeting, the City Council reviewed amendments proposed by Councilmembers and staff and advanced amendments for approval. At the January 17 City Council meeting the City Council discussed the proposed amendments and eventually tabled the item for staff to review the motions from the January 3 meeting.

Following review of the meeting recording and motions in the minutes, staff propose the following amendments Rules of Procedure contained in Resolution No. 1642 (Exhibit 1). Please note, changes to previously presented amendments or new amendments are in red below:

- **Section 2.3 – Duties of Officers, A. Mayor**

“The Mayor serves as the Presiding Officer and acts as chair at all meetings of the City Council. The Mayor may participate in all deliberations of the City Council in the same manner as any other member and is expected to vote in all proceedings unless a conflict of interest exists. The Mayor does not possess any power of veto. The Mayor is assigned as the ceremonial representative at public events and functions. The Mayor is vested with the authority to initiate and execute proclamations. With direction from a majority of the Council, ~~the~~ Mayor is assigned the responsibility to impose Councilmember sanctions for violation of these Rules consistent with Section 11 of these Rules. If the Mayor is the Councilmember who is the subject of sanctions, then sanctions shall be imposed by the Deputy Mayor.”

- **Section 3.1 – General Meeting Guidelines, C. Meeting Cancellation**

“Any City Council meeting may be canceled by a majority vote ~~or consensus~~ of the City Council. The Mayor or City Manager may cancel a City Council meeting for lack of agenda items, adverse weather conditions, or due to an emergency.”

- **Section 3.2 – Types of Meetings, A. Regular Meetings**

“The City Council's regular meetings will be held the first and third Tuesdays of each month in the City Hall City Council Chambers (9611 SE 36th Street, Mercer Island) when permissible. Certain circumstances (weather, emergencies, etc.) may require that City Council meetings be held remotely using a videoconferencing platform. Regular meetings will begin at ~~6:30~~5:00 p.m. or as set by MICC 2.06.010. If any Tuesday on which a meeting is scheduled falls on a legal holiday, the meeting shall be held at ~~6:30~~5:00 p.m., or as set by MICC 2.06.010, on the first business day following the holiday, or on another day designated by a majority vote of the City Council.”

- **Section 5.1 – Roberts Rules/City Council Rules**

“All City Council discussion shall be governed by Roberts Rules of Order, Newly Revised or by these Rules. Examples of parliamentary rules and motions are shown in Appendix A to these Rules. In the event of a conflict, these Rules shall control. The City Clerk or City Attorney shall answer questions of a parliamentary nature that may arise during a City Council meeting. The City Attorney shall decide all questions of interpretations of these Rules. ~~The City Attorney shall decide all questions of interpretations of these Rules and other questions of a parliamentary nature that may arise during a City Council meeting.~~”

- **Section 8.12(E) - (Board & Commission) Appointment Process**

“The voting process for appointment to each board and commission shall be as follows:

- 1. Each City Councilmember completes a written ballot, casting a vote for the identified open seat on the board or commission. If there is more than one open seat on a board or commission, then each position will be voted on separately. If there are multiple positions open for a given Board or Commission, the position(s) with the longest term shall be voted on first.*

- **Section 11 – Sanctions for Rules Violations**

11.1 *Councilmembers may be sanctioned for violation of these Rules in any of the following ways:*

- A. Executive Session.** *Two (2) or more Councilmembers may call an executive session under RCW*

42.30.110(f) to discuss complaints brought against a public officer.

B. Public Censure. *If a majority of the City Council supports public censure, the Mayor shall, during a regular City Council meeting, state in detail the Rule(s) violated and the Councilmember's conduct resulting in **violation** of the Rule. The Councilmember who is the subject of the sanction shall have the opportunity to rebut. If the Mayor is the Councilmember who is subject of the sanction, then the Deputy Mayor shall preside over the public censure.*

~~**C. Liaison Termination.** *The Mayor, in consultation with the Deputy Mayor, (provided the Deputy Mayor is not the Councilmember who is the subject of the sanction), may terminate standing committee, ad hoc committee, board, commission, or other liaison assignments. If the Mayor is the Councilmember who is subject of the sanction, then the liaison termination decision shall vest in the Deputy Mayor; and/or*~~

~~**CD. Other.** *Any other appropriate action decided by a majority of the City Council.*~~

Staff explanation: The original amendments and motions made at the January 3 and 17 meetings did not include edits to Section 11. However, staff recommends removing Section 11.1.C from the Rules to comply with the amendments to Section 2.3. This amendment will avoid creating a conflict in the language.

RECOMMENDED ACTION

Approve Resolution No. 1642 amending the City Council Rules of Procedure as set forth in Exhibit A.