



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 5863
April 27, 2021
Planning Session

AGENDA BILL INFORMATION

TITLE:	AB 5863: City Council Rules of Procedure/Meeting Efficiencies	<input checked="" type="checkbox"/> Discussion Only
RECOMMENDED ACTION:	Review City Council Rules of Procedure and provide direction.	<input type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution

DEPARTMENT:	City Council
STAFF:	Jessi Bon, City Manager Deb Estrada, City Clerk
COUNCIL LIAISON:	n/a
EXHIBITS:	1. City Council Rules of Procedure, Adopted February 18, 2020 2. Draft City Council Rules of Procedure (tracked changes)
CITY COUNCIL PRIORITY:	n/a

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

SUMMARY

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 February 18, 2020 (see [AB 5665](#)).

Since February 2020, several procedural issues have been identified to meet current needs and to comply with state statute. Proposed amendments include:

City Advisory Boards & Commissions Appointments

Language was added to clarify the process for transmitting information from the board or commission to the City Council and to allow flexibility beyond the proposed 60-day requirement to fill board and commission vacancies when they occur mid-term.

Remote Meeting Changes

As a result of the Pandemic, City Council meetings have been held virtually since April 2020. The Rules were updated throughout to reflect a general meeting venue rather than the customary reference to "City Council Chambers." Meeting times were also adjusted to allow for more flexibility.

Order of Regular City Council Meeting Agenda

- City Council meeting venue and times were adjusted to reflect the new norm.
- Appearances was modified to address registration for remote public comments.
- The term “Consent Calendar” was changed to “Consent Agenda” throughout the document.

Housekeeping

The City Council Rules of Procedure is on its ninth amendment since it was adopted in April 2004. Staff reviewed the Rules at length and language was updated throughout the document to correct scrivener errors, reflect changes to department names and staff titles, clarify references, and reflect the City Manager-Council plan of government as needed.

RECOMMENDATION

Review proposed amendments and provide staff direction.