



BUSINESS OF THE CITY COUNCIL CITY OF MERCER ISLAND

AB 5870
May 18, 2021
Regular Business

AGENDA BILL INFORMATION

TITLE:	AB 5870: City Council Rules of Procedure Amendment (Resolution No. 1597)	<input type="checkbox"/> Discussion Only
RECOMMENDED ACTION:	Approve Resolution No. 1597 amending the City Council Rules of Procedure as set forth in Exhibit A.	<input checked="" type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Resolution

DEPARTMENT:	City Council
STAFF:	Jessi Bon, City Manager Deborah Estrada, City Clerk
COUNCIL LIAISON:	n/a
EXHIBITS:	1. Resolution No. 1597 and Exhibit A (City Council Rules of Procedure)
CITY COUNCIL PRIORITY:	n/a

SUMMARY

At the April 27, 2021 City Council Planning Session, the Council identified a number of proposed changes to the City Council Rules of Procedure. The proposed changes are reflected in Exhibit 1 for consideration by the City Council.

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 February 18, 2020 (see [AB 5665](#)). Since February 2020, several procedural issues were identified to meet current needs and to comply with state statutes.

Summary of Proposed Changes to the City Council Rules of Procedure:

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 to reflect a general meeting venue rather than the customary reference to “City Council Chambers.” References to 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.
- The “Key to the City” section was amended to reflect that the City Council shall approve Key to City requests.
- The “Appearances” section was modified to require advance registration for public comments and to require city of residence be stated when making comments.
- The term “Consent Calendar” was changed to “Consent Agenda” throughout the document.

Duties of Officers

Duties of the Mayor and Presiding Officer were clarified.

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

Approve Resolution No. 1597 amending the City Council Rules of Procedure as set forth in Exhibit A.