

Esther Handy

Date: December 5, 2021

Version: 1

Amendment 16

to

RES 32029 – General Rules and Procedures

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Electronic Participation

Beginning on p. 9 of Attachment 1 to Resolution 32029, make the following changes:

II. CITY COUNCIL MEETINGS

A. Regular Meetings – Time; Location; Quorum; Preliminary Agenda.¹

1. The City Council shall meet each Monday except as listed below. Regular meetings shall convene at 2 p.m., and the City Clerk shall enter the time of adjournment in the Journal of the Proceedings.

a. If a Monday is a legal holiday, then the regular meeting shall be held on the next day that is not a legal holiday.

b. Regular meetings are not held on the last two Mondays in August nor on the last two Mondays in December.

c. Any regular meeting may be canceled by the President or a majority vote of CMs.

2. Regular meetings are held at Seattle City Hall in the Council Chamber. The City Council may meet at another location in the event of an emergency or disaster.²

3. A quorum consists of a majority of all nine CMs except as listed below.³

a. During a declared emergency under Article V, § 2 of the Charter, a quorum shall for all purposes consist of a majority of all CMs who are available to participate in City Council meetings and are capable of performing the duties of the office; and in such a declared emergency for all purposes, the City Council

¹ Charter, Art. IV, § 6.

² Charter, Art. IV, § 6.

³ Charter, Art. IV, § 3.

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shall consist of a majority of such CMs available to participate in regular City Council meetings.

b. Except when Rule II.A.3.a applies, in order to select a person to fill a vacancy on the City Council, a quorum shall consist of a majority of those CMs currently holding office.

4. Less than a quorum of CMs may adjourn from day to day, or until the next regular meeting, and may compel the attendance of absent members in such a manner and under such penalties as the City Council prescribes.⁴
(See Rule II.D.3 Attendance.)

5. Preliminary agendas of upcoming regular meetings shall list items on which action is expected to be taken and shall be made available to the public. All reasonable effort shall be made to publish the preliminary agenda online at least two business days prior to the meeting.

~~6. If a CM is not able to be present at a regular City Council meeting under Rule II.D.4, the CM may participate and vote by any electronic means (e.g., multi-party telephone or video conferencing) utilized by the Council for such purpose. If the CM is unable to participate electronically, the CM shall inform the President and City Clerk as soon as practical.~~

6. If a CM is not able to be present at a regular City Council meeting for any reason, the CM may participate and vote by any electronic means (e.g., multi-party telephone or video conferencing) utilized by the Council for such purpose provided that the CM informs the Council President at least 48 hours in advance of the meeting.

7. If a CM is not able to be present at a regular City Council meeting, and if approved by a majority of CMs present and voting at the meeting, the CM may participate and vote by any electronic means (e.g., multi-party telephone or video conferencing) utilized by the Council for such purpose.

B. Special Meetings – Calling; Notice; Limitations; Location.

A special meeting is a meeting held at a time, date, or location that differs from a regular meeting.

1. The Mayor, the President of the City Council, or any three CMs may call a special meeting.⁵

2. Notices of special meetings shall be in accordance with RCW 42.30.080.

⁴ Charter, Art. IV, § 3.

⁵ Charter, Art. IV, § 6.

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- a. The only items of business for which final action may be taken at a special meeting are those items listed on the written notice.
- b. Special meetings are held in the Council Chamber in Seattle City Hall unless: a specific alternate location is established by the party calling the meeting, whether the Mayor, the President, or three CMs; and notice as required under RCW 42.30.080 is given.

3. If a CM is not able to be present at a special City Council meeting for any reason, the CM may participate and vote by any electronic means (e.g., multi-party telephone or video conferencing) utilized by the Council for such purpose provided that the CM informs the Council President at least 48 hours in advance of the meeting.

If the City Council convenes a special City Council meeting within 48 hours of notice to the public, CMs shall endeavor to provide timely notice to the Council President of an inability to be present at a special City Council meeting for any reason. In such circumstances, CMs may participate and vote by any electronic means (e.g., multi-party telephone or video conferencing) utilized by the Council for such purpose provided that the CM informs the Council President in advance of the meeting.

~~3.4.~~ If a CM is not able to be present at a special City Council meeting, and if approved by a majority of CMs present and voting at the meeting, the CM may participate and vote by any electronic means (e.g., multi-party telephone or video conferencing) utilized by the Council for such purpose.

~~4. If a CM is not able to be present at a special City Council meeting under Rule H.D.4, the CM may participate and vote by any electronic means (e.g., multi-party telephone or video conferencing) utilized by the Council for such purpose. If the CM is unable to participate electronically, the CM shall inform the President and City Clerk as soon as practical.~~

C. Emergency Meetings – Calling; CMs’ Electronic Attendance.

1. Emergency City Council meetings may be called by the Mayor, President, or any two CMs, consistent with the provisions of chapter 42.30 RCW and RCW 42.14.075.⁶
2. Meeting time, location, and notice requirements do not apply to emergency meetings called for emergency matters as permitted by RCW 42.30.070, RCW 42.30.080, and RCW 42.14.075.
3. Emergency meetings are open to the public unless exempt under chapter 42.30 RCW.

⁶ Charter, Art. IV, § 6.

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4. If a CM is not able to be present at a regular City Council meeting for any reason, the CM may participate and vote by any electronic means (e.g., multi-party telephone or video conferencing) utilized by the Council for such purpose provided that the CM informs the Council President in advance of the meeting.

45. If a natural disaster, fire, flood, earthquake, enemy attack, imminent enemy attack, or other catastrophic emergency that renders a CM's physical attendance at a meeting impracticable, or if approved by a majority of CMs present and voting at an emergency meeting, the CM may participate and vote by any electronic means (e.g., multi-party telephone or video conferencing) utilized by the Council for such purpose.

~~5. If a CM is not able to be present at an emergency City Council meeting under Rule H.D.4, the CM may participate and vote by any electronic means (e.g., multi-party telephone or video conferencing) utilized by the Council for such purpose. If the CM is unable to participate electronically, the CM shall inform the President and City Clerk as soon as practical.~~

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Effect: This amendment would allow Councilmembers to attend regular, special, and emergency meetings of the City Council electronically. Councilmembers would be required to provide the Council President notice of intent to attend any regular or special meeting of the City Council electronically at least 48 hours in advance of the regular or special meeting (or in advance of any special Council Meeting that is noticed within 48 hours). Councilmembers would be required to provide the Council President notice of intent to attend emergency meetings of the City Council electronically in advance of the emergency meeting.