

Esther Handy

Date: December 1, 2021

Version: 1

Amendment 4

to

RES 32029 – General Rules and Procedures

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Council Briefing Meetings

Beginning on p. 34 of Attachment 1 to Resolution 32029, make the following changes:

IX. COUNCIL BRIEFING MEETINGS

A. Purpose, Procedure, and Scope.

The Council ~~shall~~may, at the discretion of the Council President, hold Council Briefing meetings, chaired by the President, to discuss and receive briefings on issues of general interest. The President shall be Chair of the meetings. A quorum of three CMs is required at any Council Briefing meeting. The Council shall take no vote or other final action at any Council Briefing meeting, other than approving Council Briefing minutes or collectively signing documents.

B. Location and Frequency.

1. Council Briefing meetings shall be held in the Council Chamber in Seattle City Hall, unless a specific alternate location is established by the President and appropriate public notice and access are provided.
2. Regular Council Briefing meetings shall be held at 9:30 a.m. each Monday or, if Monday is a holiday, on the next day that is not a legal holiday. Regular meetings shall not be held on the last two Mondays in August nor on the last two Mondays in December. Council Briefing meetings may be canceled by the President at any time.
3. A special meeting is a meeting held at a time, date, or location that differs from a regular meeting. Special meetings may be scheduled by the committee Chair. Notices of special meetings shall be in accordance with RCW 42.30.080.

C. Preliminary Agendas.

1. Preliminary agendas of upcoming regular Council Briefing meetings shall list items for which discussion is expected 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.

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2. For special Council Briefing meetings, all reasonable effort shall be made to publish the preliminary agenda online at least two business days prior to the meeting.

3. In accordance with 42.30.035 RCW, meeting minutes shall be promptly produced after each meeting and made available for public review.

Effect: This amendment would emphasize the ability of the Council President to determine whether to conduct regular Council Briefings meetings.