

Proposed Rules changes to Resolution 32096 – Presented by Council Rules Review Working Group – Final List

Item No.	Section	Current Wording	Proposed Amendment	Purpose
1.	III. City Council Business A. Legislation – Introduction; Referral; Requirements 1. Introduction of Legislation & Appendix A – List of Non- Suspendible Rules	b. All Council Bills and Resolutions shall include a Summary and Fiscal Note	b. All Council Bills and Resolutions shall include a Summary and Fiscal Note. ⁱ * * * <u>i. SMC 3.140.070.</u>	Adding references to SMC 3.140.070 as a footnote to the Rule and within Appendix A, List of Non-Suspendible Rules
2.	IV. Parliamentary Procedures B. Consideration of Motions	List of Parliamentary Procedures Table ---	Add title to the table: <u>Parliamentary Procedures Table</u> --- Add * to “Vote?” column and footnote <u>*Adoption for each vote is of CMs present and voting.</u>	Adding a title for the table and notation further clarifying the vote to adopt each parliamentary procedural motion.

Item No.	Section	Current Wording	Proposed Amendment	Purpose
3.	IV. Parliamentary Procedures & V. City Council Voting XII. Alteration of General Rules and Procedures A. Suspension Appendix A – List of Non-Suspendible Rules	V. CITY COUNCIL VOTING * * * E. Proxy Votes. F. Tie Vote. G. Motion to Reconsider. * * * 2. The following rules or procedures established by this document shall not be suspended: a. This Rule XII.A; b. Rule XII.B; c. Rule V.G.1.b; d. Rule X.F; e. Those required by the Charter, the Seattle Municipal Code, or state law; and f. Any part of a Rule that establishes a quorum.	IV. PARLIAMENTARY PROCEDURES * * * <u>M. Proxy Votes.</u> <u>N. Tie Vote.</u> <u>O. Motion to Reconsider.</u> * * * V. CITY COUNCIL VOTING * * * E. Proxy Votes. F. Tie Vote. G. Motion to Reconsider. * * * 2. The following rules or procedures established by this document shall not be suspended: a. This Rule XII.A; b. Rule XII.B; c. Rule V.G.1.b <u>IV.O.1.b</u> ; d. Rule X.F; e. Those required by the Charter, the Seattle Municipal Code, or state law; and f. Any part of a Rule that establishes a quorum.	Moving parliamentary procedures and definition from City Council Voting to Parliamentary Procedures section to clarify that these procedures apply to all bodies of the Council. Updating references throughout the Rules to reflect the new section numbers, and within Appendix A, List of Non-Suspendible Rules.

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4.	V. City Council Voting A. Voting Required; Disqualification Process	2. Abstentions are not allowed on actions, other than procedural, amending, and final votes on Resolutions at City Council meetings. CMs not having abstained or disqualified themselves pursuant to Rule V.A.1 shall vote by saying “Aye” or “No.” CMs having abstained or disqualified themselves pursuant to Rule V.A.1 shall vote by saying “Abstain” or “Present.”	2. Abstentions are not allowed on actions, other than procedural, amending, and final votes on Resolutions at City Council meetings. CMs not having abstained or disqualified themselves pursuant to Rule V.A.1 shall vote by saying “Aye” or “No.” CMs having abstained or disqualified themselves pursuant to Rule V.A.1 shall vote by saying <u>say</u> “Abstain” or “Present.”	Clarifying that when a CM abstains or is disqualified from voting, the response during role call is not a vote but an announcement of abstain or present.
5.	VI. Standing Committees. H. Voting, Referral, and Reporting VII. Select Committees. G. Voting, Referral, and Reporting	<p>4. The deadline for a committee to vote to refer legislation to the next regular City Council meeting is 1 p.m. on the Thursday before that meeting, except upon passage of a motion by the Chair to suspend this Rule. If the motion is adopted, whether the legislation is referred to the next regular City Council meeting is at the discretion of the President.</p> <p>5. Committee Reports. Committees shall report their final recommendations on legislation to the City Council. Reports shall include the committee recommendation, the names of CMs in attendance and the decision of each CM on the final recommendation whether voting in favor, voting opposed, or abstaining from voting. Reports of standing committees shall be entered in the Journal of the Proceedings.</p> <p>a. If a committee recommendation is not unanimous, unless otherwise authorized by the President and the committee Chair, the committee report shall be reported to the second regular City Council meeting after the date of the recommendation.</p>	<p>4. The deadline for a committee to vote to refer legislation to the next regular City Council meeting is 1 p.m. on the Thursday before that meeting, except upon passage of a motion by the Chair to suspend this Rule. If the motion is adopted, whether the legislation is referred to the next regular City Council meeting is at the discretion of the President.</p> <p><u>4. Referral.</u></p> <p><u>a. A Committee may recommend legislation to the next regular City Council meeting if the vote to refer occurs before 1 p.m. on the Thursday before the next regular Council meeting and such vote is unanimous. If the vote occurs after 1 p.m. on the Thursday before the next regular City Council meeting and/or the vote is non-unanimous, then the legislation shall be referred to the second City Council meeting after the date of referral.</u></p> <p><u>b. The Council President retains discretion to set agendas for regular and special City Council meetings. A Committee that refers legislation may</u></p>	Further defines the committee recommendation timeline when referring legislation to the City Council and which City Council meeting. Consolidates committee referral timeline language.

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		<p>b. A CM abstaining from voting does not make the vote non-unanimous.</p>	<p><u>include a referral date preference to a particular regular City Council meeting.</u></p> <p><u>c. A CM abstaining from voting does not make the vote non-unanimous.</u></p> <p>5. Committee Reports. Committees shall report their final recommendations on legislation to the City Council. Reports shall include the committee recommendation, the names of CMs in attendance and the decision of each CM on the final recommendation whether voting in favor, voting opposed, or abstaining from voting. Reports of standing committees shall be entered in the Journal of the Proceedings.</p> <p>a. If a committee recommendation is not unanimous, unless otherwise authorized by the President and the committee Chair, the committee report shall be reported to the second regular City Council meeting after the date of the recommendation.</p> <p>b. A CM abstaining from voting does not make the vote non-unanimous.</p>	
6.	VI. Standing Committees C. Meetings	10. Each Committee Chair may authorize Seattle Channel to broadcast video images of the Council Chamber at Seattle City Hall during the public comment period in their committee meetings. Authorization should be given for one-year time periods and may be subsequently renewed with notice provided to Seattle Channel and Legislative Department IT.	10. Each Committee Chair may authorize Seattle Channel to broadcast video images of the Council Chamber at Seattle City Hall during the public comment period in their committee meetings. Authorization should be given for one-year time periods and may be subsequently renewed with notice provided to Seattle Channel and Legislative Department IT.	Removing this provision to meet current practice and maintain the practice of all meetings broadcasting Chambers during in-person public comment.

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7.	VI. Standing Committees F. Duties of the Chair VII. Select Committees E. Duties of the Chair	3. State the amount of time allowed for speakers and announce instructions to the speakers at the start of each meeting. The Chair may allow additional time for the submission of written comment from the public.	3. State the amount of time allowed for speakers and announce instructions to the speakers at the start of each meeting. The Chair may allow additional time for the submission of written comment from the public.	Current written public comment submittal guidelines are provided on meeting notices, including agendas and online resources.
8.	VII. Select Committees H. Budget Committee	8. The quorum for the Budget Committee is at least three CMs. * * * 10. Other rules and procedures for the Budget Committee, and the meeting dates and times for regular meetings, shall be established by the President in consultation with the Budget Committee Chair. Any rules and procedures regarding meeting times, dates, locations, attendance, and quorum supersede provisions in this Rule VII on those topics, except that a quorum may not be fewer than three CMs.	8. The quorum for the Budget Committee is at least three <u>five</u> CMs. * * * 10. Other rules and procedures for the Budget Committee, and the meeting dates and times for regular meetings, shall be established by the President in consultation with the Budget Committee Chair. Any rules and procedures regarding meeting times, dates, locations, attendance, and quorum supersede provisions in this Rule VII on those topics, except that a quorum may not be fewer than three <u>five</u> CMs.	The change reflects the quorum for this body.
9.	VII. Select Committees H. Budget Committee 9. Adoption of a Balanced Budget Package	b. Year One of a Biennial Budget Process. i. The Chair may prepare a group of budget revisions (Chair's Initial Balancing Package) that if adopted would amend the Mayor's proposed budget to produce a final budget for Year One and an endorsed budget for Year Two in which expenditures do not exceed revenues. ii. Following Committee discussion of the Chair's Initial Balancing Package, the Chair may prepare a Revised Balancing Package, subject to the same requirements under Rule VII.H.9.b.i. The Chair shall endeavor to inform CMs of any changes made to the Chair's Initial Balancing Package prior to the scheduled vote on the Revised Balancing Package in the Budget Committee.	b. Year One of a Biennial Budget Process. i. The Chair may prepare a group of budget revisions (Chair's Initial Balancing Package) that if adopted would amend the Mayor's proposed budget to produce a final budget for Year One and an endorsed budget for Year Two in which expenditures do not exceed revenues. ii. Following Committee discussion of the Chair's Initial Balancing Package, the Chair may prepare <u>a Revised Balancing Package revisions to the Balancing Package</u> , subject to the same requirements under Rule VII.H.9.b.i. The Chair shall endeavor to inform CMs of any changes made to the Chair's Initial Balancing Package prior to the scheduled vote on the Revised Balancing Package in the Budget Committee.	Changes language to align more closely to current balancing package process and amendment requirements.

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		<p>c. Year Two of a Biennial Budget Process.</p> <p>i. Council Budget Amendments to increase appropriations shall be self-balanced. A self-balanced amendment means that any proposal to increase appropriations in one area of the budget is balanced by: reducing appropriations elsewhere; or a proposal to increase City resources through a new tax or fee, or other changes in policy related to City resources.</p> <p>ii. The Chair may prepare a group of budget revisions (Chair’s Revised Balancing Package) in Year Two if necessary to address changes in the City’s revenue forecast or other information that impacts assumptions about available resources to balance the Year Two budget.</p>	<p><u>iii. Council Budget Amendments to the Balancing Package that increase appropriations shall be self-balanced. A self-balanced amendment means that any proposal to increase appropriations in one area of the budget is balanced by: reducing appropriations elsewhere; or a proposal to increase City resources through a new tax or fee; or other changes in policy related to City resources.</u></p> <p>c. Year Two of a Biennial Budget Process.</p> <p>ii. <u>i.</u> The Chair may prepare a group of budget revisions (Chair’s Revised Balancing Package) in Year Two if necessary to address changes in the City’s revenue forecast or other information that impacts assumptions about available resources to balance the Year Two budget.</p> <p>i. <u>ii.</u> Council Budget Amendments to <u>the Balancing Package that</u> increase appropriations shall be self-balanced. A self-balanced amendment means that any proposal to increase appropriations in one area of the budget is balanced by: reducing appropriations elsewhere; or a proposal to increase City resources through a new tax or fee, or other changes in policy related to City resources.</p>	

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10.	IX. Council Briefing Meetings A. Purpose, Procedure, and Scope	The Council 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.	The Council 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 <u>five</u> 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.	Increase the quorum for this body to reflect the number of members and quorum to meet and take certain actions.

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11.	XI. Public Participation and Access. C. Public Comment at City Council Meetings and Committee Meetings.	<p>C. Public Comment at City Council Meetings and Committee Meetings. Public comment periods are opportunities for members of the public to comment on items on the meeting's agenda, or in the case of a committee meeting, on matters within the purview of the committee. The agenda for a particular Council meeting will specify the type of public comment accepted, and it may specify the total time allotted for the public comment period and time limits for individual comments. (See Rule XI.B Public Hearings.)</p> <p style="text-align: center;">* * *</p> <p>3. Council committees shall accept oral and/or written public comment at standing and select committee meetings.</p> <p style="padding-left: 20px;">a. Public comment at a committee meeting shall be limited to items listed on that day's agenda as well as matters within the purview of the committee.</p>	<p>C. Public Comment at City Council Meetings and Committee Meetings. Public comment periods are opportunities for members of the public to comment on items on the meeting's agenda, or in the case of a committee meeting, on matters within the purview of the committee. The agenda for a particular Council meeting will specify the type of public comment accepted, and it may specify the total time allotted for the public comment period and time limits for individual comments. (See Rule XI.B Public Hearings.)</p> <p style="text-align: center;">* * *</p> <p>3. Council committees shall accept oral and/or written public comment at standing and select committee meetings.</p> <p style="padding-left: 20px;">a. Public comment at a committee meeting shall be limited to items listed on that day's agenda, <u>as well as At the Chair's discretion, public comment on matters within the purview of the committee may be accepted. The committee agenda shall provide notice of the scope of public comment that will be accepted prior to the committee meeting.</u></p>	Providing the committee chair the discretion to determine the scope of the PC accepted at the meeting and can be effective for meetings with a number of agenda items.
12.	XI. Public Participation and Access. C. Public Comment at City Council Meetings and Committee Meetings	<p>4. Total public comment periods shall not exceed 20 minutes unless extended at the discretion of the presiding officer.</p>	<p>4. Total public comment periods shall not exceed 20 minutes unless extended at the discretion of the presiding officer <u>by a majority of those present and voting.</u></p>	Allowing the body to determine if additional public comment may be accepted when evaluating the number of items on a meeting agenda and topics.

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13.	XI. Public Participation and Access C. Public Comment at City Council Meetings and Committee Meetings	6. When recognized by the presiding officer, the individual shall address the members in the form prescribed, state the individual's name for the record, and identify the item to which the individual shall speak. At the presiding officer's discretion, this Rule may be waived in the interest of personal safety of the person speaking.	6. When recognized by the presiding officer, the individual shall address the members in the form prescribed, state the individual's name for the record, and identify the item to which the individual shall speak. At the presiding officer's discretion, this Rule may be waived in the interest of personal safety of the person speaking. <u>This Rule shall be waived at the request of the person speaking.</u>	Changes the waiver from the CM to the speaker and without qualification.
14.	XI. Public Participation and Access D. Disruptions of City Council Meetings and Committee Meetings	5. If an individual fails to comply with the requirements of Rule XI.D.1 over the course of multiple meetings, the presiding officer may exclude the individual from participation in future public comment periods before the Council and/or committee meetings, or exclude the individual from attendance at future Council and/or committee meetings. * * * f. When issuing an exclusion from future public comment periods, or from future attendance at Council or committee meetings, the CM shall include specific notification that the individual may submit written comments to the City Clerk for distribution to the Council at future public comment periods.	5. If an individual fails to comply with the requirements of Rule XI.D.1 over the course of multiple meetings, the presiding officer may exclude the individual from participation in future public comment periods before the Council and/or committee meetings, or exclude the individual from attendance at future Council and/or committee meetings. * * * f. <u>The City Clerk shall issue written notification of the exclusion to the individual.</u> When issuing an exclusion from future public comment periods, or from future attendance at Council or committee meetings, the CM <u>City Clerk</u> shall include specific notification that the individual may submit written comments to the City Clerk for distribution to the Council at future public comment periods.	Clarifies who drafts and issues the exclusion letter.

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15.	XI. Public Participation and Access F. Appeals of Meeting Exclusions; Other Authority	2. Any individual excluded from participation in future public comment periods or from attendance at future Council or committee meetings for a period of more than two calendar days may appeal the exclusion by submitting a written appeal to the City Council within five business days after receiving notice of the exclusion. Upon receipt of a written appeal, the City Council shall consider the appeal at its next regularly scheduled open public meeting. The individual's exclusion from public comment periods or from attendance at Council or committee meetings shall remain in effect during the Council's consideration of the appeal.	2. Any individual excluded from participation in future public comment periods or from attendance at future Council or committee meetings for a period of more than two calendar days may appeal the exclusion by submitting a written appeal to the City Council. <u>Appeals shall be submitted to the City Clerk</u> within five business days after receiving notice of the exclusion. Upon receipt of a written appeal, the City Council shall consider the appeal at its next regularly scheduled open public meeting. The individual's exclusion from public comment periods or from attendance at Council or committee meetings shall remain in effect during the Council's consideration of the appeal.	Clarifies who receives the appeal.