

Resolution No. 31205

A RESOLUTION revising certain City Council procedures; amending the Rules and Procedures of the Seattle City Council adopted by Resolution 31171.

The City of Seattle – Legislative Department

Resolution sponsored by: Conlin

Committee Action:

Date	Recommendation	Vote

This file is complete and ready for presentation to Full Council. _____

Full Council Action:

Date	Decision	Vote
4.26.10	Adopted	9-0

Related Legislation File: CF 310661

Date Introduced and Referred: <u>4.19.10</u>	To: (committee): <u>Full Council</u>
Date Re-referred:	To: (committee):
Date Re-referred:	To: (committee):
Date of Final Action: <u>4.26.10</u>	Date Presented to Mayor: <u> </u>
Date Signed by Mayor: <u> </u>	Date Returned to City Clerk: <u>4.26.10</u>
Published by Title Only <input type="checkbox"/>	Date Returned Without Concurrence:
Published in Full Text <input checked="" type="checkbox"/>	

RESOLUTION 31205

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2 A RESOLUTION revising certain City Council procedures; amending the Rules and Procedures
of the Seattle City Council adopted by Resolution 31171.

3
4 WHEREAS, by Resolution 31171, the Seattle City Council adopted "Rules and Procedures of
the City Council" to govern both its internal management and the procedures available to
5 the public, in conformance with the City Charter and the customary practice of legislative
bodies; and

6
7 WHEREAS, while the adopted Council Rules and Procedures address Councilmember
attendance at Full Council meetings, they do not provide guidance for attendance at
8 committee meetings; and

9
10 WHEREAS, the Council Rules and Procedures should outline internal procedures to facilitate
representation at committee meetings by Councilmembers or their alternates; and

11
12 WHEREAS, alterations to the council's internal procedures are appropriate to better serve the
Council's needs;

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14 NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF
SEATTLE:

15
16 Section 1. The "Rules and Procedures of the Seattle City Council" adopted by Resolution
17 31171, and filed on January 28, 2010 as Clerk File 310431, are amended by inserting the
18 following text as a new Section B in Chapter XI, Miscellaneous, with Sections B through K
19 being re-lettered accordingly:

20 **B. Committee Attendance Policy for Members and Alternates.**

21 1. Members of Council committees and external committees (governing or advisory bodies to
22 which Councilmembers are appointed by Council vote) are expected to attend committee
23 meetings unless the Councilmember is unavailable.



1 2. If a committee member is unable to attend a Council committee meeting, it is the
2 responsibility of the committee member's office to inform the committee Chair and committee
3 alternate as soon as the planned absence is established on the Councilmember's schedule.

4 3. If a committee member is unable to attend an external committee meeting, it is the
5 responsibility of the committee member's office to inform the committee alternate(s) as soon as
6 this is established on the Councilmember's schedule.

7 4. When a committee alternate is notified of the absence of a committee member, the alternate is
8 expected to attend the committee meeting unless the alternate is also unavailable. If the alternate
9 is unable to attend, it is the responsibility of the alternate's office to notify the committee Chair
10 for Council committee meetings, and other members or alternates (if there are any) for external
11 committee meetings.

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14 Section 2. The "Rules and Procedures of the Seattle City Council" as amended in Section
15 1 shall be filed with the City Clerk forthwith as Clerk File 310661, and copies shall be made
16 available to the public by the Clerk for the fee prescribed by ordinance.

17 Section 3. This Resolution shall take effect immediately. The "Rules and Procedures of
18 the City Council" as amended in Section 1 supersede those adopted by Resolution 31171.
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Adopted by the City Council the 26th day of April, 2010, and
signed by me in open session in authentication of its adoption this 26th day
of April, 2010.



President _____ of the City Council

Filed by me this 26th day of April, 2010.



City Clerk

(Seal)



FISCAL NOTE FOR NON-CAPITAL PROJECTS

Department:	Contact Person/Phone:	DOF Analyst/Phone:
Legislative	Carol Shenk 4-5474	n/a

Legislation Title:

A RESOLUTION revising certain City Council procedures; amending the Rules and Procedures of the Seattle City Council adopted by Resolution 31171.

• **Summary of the Legislation:**

This legislation amends the City Council Rules and Procedures to include language outlining expectations regarding attendance at committee meetings by Councilmembers or designated alternates.

• **Background:** *(Include brief description of the purpose and context of legislation and include record of previous legislation and funding history, if applicable):*

The City Council Rules and Procedures included guidance for attendance at Full Council meetings but did not address attendance at committee meetings (including external committees).

• *Please check one of the following:*

This legislation does not have any financial implications. *(Stop here and delete the remainder of this document prior to saving and printing.)*

This legislation has financial implications. *(Please complete all relevant sections that follow.)*



STATE OF WASHINGTON – KING COUNTY

--SS.

254325
CITY OF SEATTLE, CLERKS OFFICE

No.

Affidavit of Publication

The undersigned, on oath states that he is an authorized representative of The Daily Journal of Commerce, a daily newspaper, which newspaper is a legal newspaper of general circulation and it is now and has been for more than six months prior to the date of publication hereinafter referred to, published in the English language continuously as a daily newspaper in Seattle, King County, Washington, and it is now and during all of said time was printed in an office maintained at the aforesaid place of publication of this newspaper. The Daily Journal of Commerce was on the 12th day of June, 1941, approved as a legal newspaper by the Superior Court of King County.

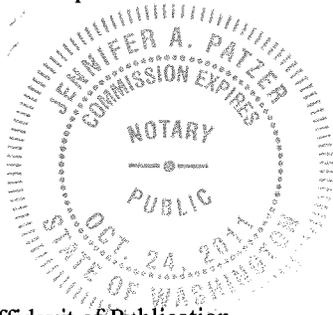
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CT:RESOLUTION 31205

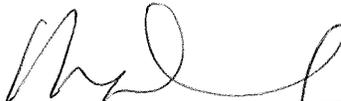
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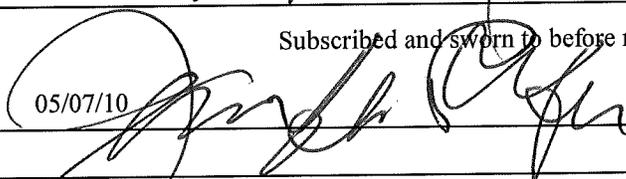
05/07/10

The amount of the fee charged for the foregoing publication is the sum of \$ 122.85, which amount has been paid in full.



Affidavit of Publication



Subscribed and sworn to before me on
05/07/10 

Notary public for the State of Washington,
residing in Seattle

City of Seattle

RESOLUTION 31205

A RESOLUTION revising certain City Council procedures; amending the Rules and Procedures of the Seattle City Council adopted by Resolution 31171.

WHEREAS, by Resolution 31171, the Seattle City Council adopted "Rules and Procedures of the City Council" to govern both its internal management and the procedures available to the public, in conformance

with the City Charter and the customary practice of legislative bodies; and

WHEREAS, while the adopted Council Rules and Procedures address Councilmember attendance at Full Council meetings, they do not provide guidance for attendance at committee meetings; and

WHEREAS, the Council Rules and Procedures should outline internal procedures to facilitate representation at committee meetings by Councilmembers or their alternates; and

WHEREAS, alterations to the council's internal procedures are appropriate to better serve the Council's needs;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SEATTLE:

Section 1. The "Rules and Procedures of the Seattle City Council" adopted by Resolution 31171, and filed on January 28, 2010 as Clerk File 310431, are amended by inserting the following text as a new Section B in Chapter XI, Miscellaneous, with Sections B through K being re-lettered accordingly:

B. Committee Attendance Policy for Members and Alternates.

1. Members of Council committees and external committees (governing or advisory bodies to which Councilmembers are appointed by Council vote) are expected to attend committee meetings unless the Councilmember is unavailable.

2. If a committee member is unable to attend a Council committee meeting, it is the responsibility of the committee member's office to inform the committee Chair and committee alternate as soon as the planned absence is established on the Councilmember's schedule.

3. If a committee member is unable to attend an external committee meeting, it is the responsibility of the committee member's office to inform the committee alternate(s) as soon as this is established on the Councilmember's schedule.

4. When a committee alternate is notified of the absence of a committee member, the alternate is expected to attend the committee meeting unless the alternate is also unavailable. If the alternate is unable to attend, it is the responsibility of the alternate's office to notify the committee Chair for Council committee meetings, and other members or alternates (if there are any) for external committee meetings.

Section 2. The "Rules and Procedures of the Seattle City Council" as amended in Section 1 shall be filed with the City Clerk forthwith as Clerk File 310661, and copies shall be made available to the public by the Clerk for the fee prescribed by ordinance.

Section 3. This Resolution shall take effect immediately. The "Rules and Procedures of the City Council" as amended in Section 1 supersede those adopted by Resolution 31171.

Adopted by the City Council the 26th day of April, 2010, and signed by me in open session in authentication of its adoption this 26th day of April, 2010.

RICHARD CONLIN,

President of the City Council.

Filed by me this 26th day of April, 2010.

(Seal) JUDITH E. PIPPIN,

City Clerk.

Date of publication in the Seattle Daily Journal of Commerce, May 7, 2010.

5/7(254325)