

CODE

**CITY OF REDMOND
ORDINANCE NO. 2917**

AN ORDINANCE OF THE CITY OF REDMOND, WASHINGTON, AMENDING RMC 2.08, COUNCIL MEETINGS, AND RMC 2.32 STANDING COMMITTEES OF THE COUNCIL, TO MODIFY THE COUNCIL COMMITTEE STRUCTURE FROM STANDING COMMITTEES TO COMMITTEE OF THE WHOLE; TO CLARIFY THE DEFINITIONS OF MEETING TYPES; AND TO UPDATE OUTDATED CODE WHERE NECESSARY

WHEREAS, the City Council has determined that in order for all members to fully participate in Council committee conversations as a body, it is necessary to amend the current committee structure from that of Council Standing Committees to a structure whereby the members will meet as a Committee of the Whole.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF REDMOND, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Classification. This ordinance is of a general and permanent nature and shall become a part of the City Code.

Section 2. Amendment of Chapter. RMC 2.08, Council Meetings, is hereby amended to read as follows:

**Chapter 2.08
COUNCIL MEETINGS**

Sections:

2.08.010 Regular meetings - Study sessions - Committee of the Whole.
2.08.020 Place.
2.08.030 Meetings public - Executive sessions.
2.08.040 [TAP] Recordings - Preservation.
2.08.050 [TAP] Recordings - Use and public availability.
2.08.060 [TAP] Recordings - Unlawful practices.
2.08.070 [TAP] Recordings - Penalty for violations.

2.08.010 Regular meetings - Business meetings - Study sessions - Committee of the Whole.

[(a)] **(A)** Regular business meetings of the City Council shall be held on the first, and third Tuesdays of each month at seven-thirty p.m. Regular business meeting agendas may include study session topics for discussion.

[(b)] **(B)** The second and fourth Tuesdays of each month commencing with the applicable Tuesday following April 28, 1980, shall be deemed to be [~~WORKSHOP-OR~~] study sessions. The City Council shall not take a final vote on any item that comes before it at such a session. Participation by members of the audience at any designated [~~WORKSHOP-OR~~] study session of the Council shall be permitted only upon the concurrence of a majority of the Council members present.

[(e)] **(C)** In the event there is no business to be conducted on either the second or fourth Tuesday of any

given month, no meetings need be held and notice of cancellation of the same shall be posted at the entrance to the City Hall and/or the City Council chambers.

[(d)] (D) Should any Council meeting, regular or study session, fall upon a date designated as a legal holiday, such meeting shall be held at the same hour on the next succeeding business day that is not a holiday, excluding Saturdays and Sundays. In addition, the City Council may by motion and a majority vote of those members present, change the date of any regular or special meeting, or study session.

[(e)] (E) No business shall be considered after eleven p.m. of each meeting except by leave of a majority of the Council members present. Notwithstanding the foregoing, the City Council may complete deliberations and vote on any motion which was pending before the body at eleven p.m. without the necessity of seeking leave of the majority of the Council members to continue.

(F) The first four Tuesdays of each month at 4:30 p.m., commencing with the applicable Tuesday following March 27, 2018, shall be deemed to be meetings of committee of the whole. The committee of the whole may be called as needed to discuss regional affairs matters,

such meetings shall be advertised as special meetings of the committee. The Council shall not take a final vote on any item that comes before it at sessions of the committee. Committee of the whole is further defined in RMC 2.32, Council Committee of the Whole.

(G) Any meeting of the city council that is not defined in this section shall be considered a special meeting and shall follow the provisions required by RCW 35A.12.110.

2.08.020 Place.

[(a)] (A) All meetings of the city council, whether regular or special, shall be held at [~~THE COUNCIL CHAMBERS OF THE~~] Redmond City Hall except as provided in this section. The city council may, at its discretion, adjourn a meeting to any other appropriate place either within or outside the corporate limits of the city and notice shall be posted at the City Hall setting forth the location to which the meeting has been adjourned.

[(b)] (B) Nothing contained in this section shall be construed to prohibit or otherwise limit the city council from setting the location of either a special or regular meeting at a location outside the corporate limits of the city upon the giving of notice as may be

required by the State Open Public Meetings Act as codified in RCW Chapter 42.30 and by also posting notice of the location at the City Hall.

2.08.030 Meetings public - Executive sessions.

(A) All meetings of the city council, regular or special, shall be open to the public at all times; provided, that executive sessions of the Council may be held, from which the public is excluded, for purposes other than the final adopting of an ordinance, resolution, rule, regulation, order or directive.

2.08.040 [TAPE] Recordings - Preservation.

(A) The City Clerk is designated as the official custodian of [~~MAGNETIC TAPE~~] recordings which have been made of meetings of the city council and shall keep and maintain such recordings [TAPES] in the city's vault or other secure place in the office of the City Clerk for a period of [~~TWO~~] six years, after which the [~~MAGNETIC TAPES MAY BE REUSED OR OTHERWISE ERASED OR DESTROYED~~] recordings shall be transferred to the Washington State Archives for permanent retention.

2.08.050 [TAPE] Recordings - Use and public availability.

(A) The [~~MAGNETIC TAPE~~] recordings of city council meetings are for the primary use of the City Clerk for assistance in the preparation of the minutes of the meetings for the journal of proceedings required under RCW 35A.12.110 and are not intended to replace such journal as a public record of such meetings. The City Clerk shall make the [~~MAGNETIC TAPE~~] recordings available for listening by city council members, staff, members of the public and other interested persons, but shall take necessary and appropriate precautions for the protection of the recordings. [~~FOR THIS PURPOSE, THE CITY CLERK SHALL MAKE A DUPLICATE TAPE OF THE RECORDINGS AND MAY ADOPT REASONABLE RULES AND REGULATIONS TO PROVIDE AN APPROPRIATE PLACE, TIME AND OPPORTUNITY FOR LISTENING TO THE TAPE RECORDINGS AND TO PROTECT AND SAFEGUARD THE TAPE RECORDINGS FROM TAMPERING, ERASURE OR OTHER MISUSE.~~]

2.08.060 [TAPE] Recordings - Unlawful practices.

(A) It is unlawful for any person to remove any of the [~~MAGNETIC TAPE~~] recordings of city council meetings from the City Clerk's office or from the custody of the City Clerk, to tamper with, erase or intentionally misuse such [~~TAPE~~] recordings in any manner whereby the

content has been altered, changed or destroyed, or to violate any of the rules and regulations established by the City Clerk pursuant to Sections 2.08.040 through 2.08.070.

2.08.070 [TAPE] Recordings - Penalty for violations.

(A) Any person found guilty of violating any of the provisions of Sections 2.08.040 through 2.08.060 shall be [PUNISHED] subject to the provisions [AS] provided for in Section 1.01.110 of this code.

Section 3. Amendment of Chapter. RMC 2.32, Standing Council Committees, is hereby amended to read as follows:

Chapter 2.32

~~[STANDING COMMITTEES OF COUNCIL]~~ COUNCIL COMMITTEE OF THE WHOLE

Sections:

2.32.010 Creation.
2.32.020 Function and purpose.
2.32.030 -
2.32.070 *Repealed.*
2.32.080 Rules of Procedure.

2.32.010 Creation.

(A) ~~[THE FOLLOWING STANDING COMMITTEES OF THE CITY COUNCIL ARE CREATED AND ESTABLISHED:]~~ The council committee of the whole, as established in RMC 2.08, is hereby created.

~~{(1) FINANCE, ADMINISTRATION, AND COMMUNICATIONS;~~

~~(2) PUBLIC SAFETY;~~

~~(3) PLANNING AND PUBLIC WORKS;~~

~~(4) PARKS AND HUMAN SERVICES;~~

~~(5) REGIONAL AFFAIRS.]~~

2.32.020 Function and purpose.

(A) The [~~STANDING COMMITTEES~~] committee of the whole shall function to inform and educate the Council on existing city programs and issues, and to provide an opportunity to explore the implications of policy alternatives as part of the policy development process. The committee shall review items put before it by the city administration and shall take up matters referred to it for study by a majority of the council. [~~7 AND TO SERVE IN AN ADVISORY CAPACITY TO THE COUNCIL AS A WHOLE IN REVIEWING POLICY MATTERS REFERRED TO THEM BY THE COUNCIL, AND SUCH OTHER MATTERS AS THE WHOLE COUNCIL BY SIMPLE MAJORITY VOTE MAY DIRECT.~~] The committee[~~S~~] shall have no power or authority to commit the city or to take any binding action on their part [~~WITHOUT THE EXPRESS AUTHORIZATION OF THE COUNCIL AS A WHOLE~~]. The committee[~~S~~] shall be concerned primarily with policy

matters and matters vested in the legislative body of the city and shall not become involved in the administration of the city government and city interests. In general, the purpose of [~~EACH~~] the committee shall be to review matters within the following subject areas:

(1) Finance, Administration, and Communications: The review, analysis and recommendation of policies governing the function and operation of municipal government through its departments, boards, and appointive officers; personnel management policies, including salary and compensation plans, working conditions and employment benefits; maintenance of public records and documents; communications, public relations and information; inventory and control of municipally-owned property; comprehensive municipal insurance coverage; and, generally, policy areas dealing with public administration; financial policy; analysis of and advice on the budget process, proposed budgets and other financial programs with respect to overall city policy; Council rules and procedures, matters relating to conflict of interest, questions and code of ethics for public officials; campaign practices and

expenditures; and, generally, matters relating to the conduct of municipal affairs, its rules and ethics;

(2) Public Safety: The review, analysis and recommendation of policies affecting law enforcement and fire protection; animal control; civil defense; and public health and safety;

(3) Planning and Public Works: The review, analysis and recommendation of policies governing comprehensive and coordinated land use planning and management; energy; subdivisions and plats; preservation and protection of greenbelts, floodplains, shorelines and natural amenities; annexation and area planning; and, generally, the supervision and control of the development and land use process; street and right-of-way improvements, maintenance and operation; public utilities, including storm drainage, sanitary sewers, water, coordination with special purpose districts and other municipal utilities, and supervision over privately-owned public utilities; public buildings and improvements; construction and building codes and regulations; and, generally, projects and facilities within the area of public works;

(4) Parks and Human Services: The review, analysis and recommendation of policies regarding parks facilities and recreational programs; coordination of education programs and facilities; programs and facilities for senior citizens, underprivileged and handicapped persons, minorities and low-income families; and, generally, areas involving the preservation, protection and advancement of human concerns; and

(5) Regional Affairs: Review and discussion of issues affecting Redmond in a regional context, and in relation to other municipal, county, regional, state and federal governments and agencies.

2.32.030 Membership.

Repealed by Ord. 2796.

2.32.035 Calling of meetings.

Repealed by Ord. 2796.

2.32.040 Meetings.

Repealed by Ord. 2796.

2.32.050 Duties and responsibilities.

Repealed by Ord. 2796.

2.32.060 Reports.

Repealed by Ord. 2796.

2.32.070 Staffing.

Repealed by Ord. 2796.

2.32.080 Rules of Procedure.

(A) The council committee of the whole shall operate according to the applicable rules contained in the Redmond City Council's Rules of Procedure with respect to membership, quorum, voting, attendance and other meeting procedure.

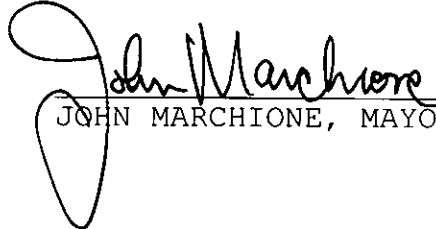
Section 4. Severability. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

Section 5. Effective date. This ordinance shall become effective five days after its publication, or publication of a summary thereof, in the city's official newspaper, or as otherwise provided by law.

ADOPTED by the Redmond City Council this 27th day of March, 2018.

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2018.

CITY OF REDMOND



JOHN MARCHIONE, MAYOR

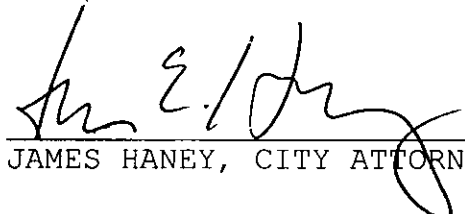
ATTEST:



MICHELLE M. HART, MMC, CITY CLERK

(SEAL)

APPROVED AS TO FORM:



JAMES HANEY, CITY ATTORNEY

FILED WITH THE CITY CLERK:	March 21, 2018
PASSED BY THE CITY COUNCIL:	March 27, 2018
SIGNED BY THE MAYOR:	March 30, 2018
PUBLISHED:	April 2, 2018
EFFECTIVE DATE:	April 7, 2018
ORDINANCE NO. 2917	

YES: BIRNEY, CARSON, MARGESON, MYERS, PADHYE

NO: ANDERSON, FIELDS