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RESOLUTION NO. 298

**A RESOLUTION OF THE CITY OF SHORELINE, WASHINGTON,
AMENDING COUNCIL RULES OF PROCEDURE PROVIDING FOR
PUBLIC COMMENT DURING BUSINESS MEETINGS AND STUDY
SESSIONS**

WHEREAS, Chapter 35A.12.120 RCW gives the City Council of each code city the power to set rules for conducting its business within the provisions of Title 35A RCW; and

WHEREAS, the City Council has reviewed its rules of procedure and wishes to provide opportunities for the public to effectively communicate with the City Council while reserving adequate time for council business; NOW THEREFORE

**THE CITY COUNCIL OF THE CITY OF SHORELINE, WASHINGTON HEREBY
RESOLVES:**

Section 1. Amendments. Sections 5 and 6 of the Council Rules of Procedure are amended as follows:

5.3 The Council shall hold *Business Meetings* on the second and fourth Monday of each month at 7:30 p.m. in the Council Chamber of the Shoreline City Hall, located at 17500 Midvale Avenue N, Shoreline, Washington. Should any meeting date occur on a legal holiday, the meeting shall be held at the same hour and place on the following day. There will be no Business Meeting between December 15th and the end of the year.

A. Order of Business for Business Meetings. The order of business shall be as follows:

Business Meeting (7:30 p.m.)

1. Call to Order
2. Flag Salute, Roll Call
3. Report of the City Manager
4. ~~Reports of Boards and Commissions (occasional Council Reports with Mayor's permission)~~
5. ~~General~~ Public Comment, as per set forth in Section 6.1
6. Approval of the Agenda
7. Consent Calendar
8. Action Item: Public Hearings (Hearings should commence at approximately 8:00 p.m.)
9. Other Action Items: Ordinances, Resolutions and Motions
The following procedures shall be used:
 - Introduction of item by Clerk staff

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- Presentation by staff
 - Council motion to move adoption of legislation
 - ~~Public Comment per Section 6 of Council Rules of Procedure~~
 - Council discussion and possible action
10. Unfinished Business
 11. New Business
 12. Executive Session, if needed
 13. Adjournment

5.4 The Council shall hold *Study Sessions* on the first and third Monday of each month at 6:30 p.m. in the Council Chamber of the Shoreline City Hall, located at 17500 Midvale Avenue N., Shoreline, Washington. Should any meeting date occur on a legal holiday, the meeting may be canceled or postponed to the same hour and place on the following day at the discretion of the Mayor in consultation with the City Manager. Study Sessions will be informal meetings for the purpose of reviewing upcoming agenda items, current and future programs or projects, public process scope, budget review, issue identification, or other information the City Manager or Council feels is appropriate. No final votes may take place at a Study Session, however, the Council may provide administrative direction to staff by consensus or vote. There will be no Study Sessions between December 15th and the end of the year.

A. Order of Business for Study Sessions. The order of business shall be as follows:

Study Session (6:30 p.m.)

1. Call to Order
2. Flag Salute/Roll Call
3. City Manager's Report and Future Agendas
4. Council Reports
5. ~~General Public Comment per Section 6.1~~
- 6.5. Study Items
 - The following procedure shall be used:
 - Staff Reports
 - Public Comment as set forth in Section 6.2
 - Council discussion
- 7.6. Executive Session, if necessary
- 8.7. Adjournment

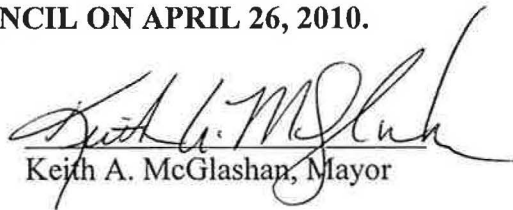
6.1 ~~General Public Comment~~ Business Meetings. Members of the public may address the City Council at the beginning of any Business Meeting ~~or Study Session~~ under "Public Comments." During the "Public Comment" portion of the meeting, individuals may speak to agenda items or any other topic, unless an agenda item is before the Council for the first time, in which case public comment for that item will follow the same procedures as found in Section 6.2 for agenda items. Individuals may

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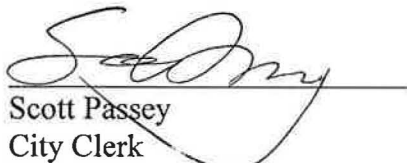
Speak for three minutes or less, depending on the number of people wishing to speak. If more than 15 people are signed up to speak each speaker will be allocated 2 minutes. When representing the official position of a State registered non-profit organization or agency or a City-recognized organization, a speaker will be given 5 minutes and it will be recorded as the official position of that organization. Each organization shall have only one, five-minute presentation. The total public comment period under Agenda Item 5 will be no more than 30 minutes. Individuals will be required to sign up prior to the start of the Public Comment period. Individuals wishing to speak to agenda items will be called to speak first, generally in the order in which they have signed. If time remains, the Presiding Officer will call individuals wishing to speak to topics not listed on the agenda and will be called upon to speak generally in the order in which they have signed. If time is available, the Presiding Officer may call for additional unsigned speakers.

6.2 ~~Business Meetings and Study Sessions Agenda Items Public Comment~~. Members of the public are ~~also~~ provided an opportunity to address the City Council about agenda items for three minutes or less, depending on the number of people wishing to speak, after the staff report and before Council review ~~on any Business Meeting or Study Session agenda item~~. The total public comment period on each agenda item will be no more than 20 minutes, and comments shall be limited in scope to the specific agenda item. If more than 10 people are signed up to speak on an item each speaker will be allocated 2 minutes. When representing the official position of a State registered non-profit organization or agency or a City-recognized organization, a speaker will be given 5 minutes and it will be recorded as the official position of that organization. Each organization shall have only one, five-minute presentation. Individuals will be required to sign up prior to the start of the agenda item on which they wish to speak and will be called upon to speak generally in the order in which they have signed. If time is available, the Presiding Officer may call for additional unsigned speakers.

ADOPTED BY THE CITY COUNCIL ON APRIL 26, 2010.


Keith A. McGlashan, Mayor

ATTEST:


Scott Passey
City Clerk

