



KING COUNTY

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

Signature Report

April 3, 2007

Ordinance 15707

Proposed No. 2007-0147.2

Sponsors Gossett

1 AN ORDINANCE relating to council rules and order of
2 business; amending Ordinance 11683, Section 3, as
3 amended, and K.C.C. 1.24.025, Ordinance 11683 ,Section
4 4, as amended, and K.C.C. 1.24.035, Ordinance 11683,
5 Section 7, as amended, and K.C.C. 1.24.065, Ordinance
6 11683, Section 9, as amended, and K.C.C. 1.24.085,
7 Ordinance 11683, Section 15, as amended, and K.C.C.
8 1.24.145, Ordinance 11683, Section 24, as amended, and
9 K.C.C. 1.24.235, Ordinance 11683, Section 26, as
10 amended, and K.C.C. 1.24.255 and Ordinance 13982,
11 Section 29, and K.C.C. 1.24.320 and repealing Ordinance
12 1043, Section 1, as amended, and K.C.C. 1.28.010 and
13 Ordinance 12165, Section 10, and K.C.C. 1.28.020.

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16 BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

17 SECTION 1. Findings.

18 A. King County Charter Section 220.40 requires the council to adopt by
19 ordinance rules of procedure governing the time, place and conduct of its meetings.

20 B. Consistent with the county charter, the council adopted by ordinance rules of
21 procedure, which are codified in K.C.C. chapter 1.24, and passed motions related to the
22 organization and administration of the council.

23 C. The rules ordinance and the organizational motion have been amended from
24 time to time to reflect desired changes in the council's rules of procedure, organization
25 and administration.

26 SECTION 2. Ordinance 11683, Section 3, as amended, and K.C.C. 1.24.025 are
27 each hereby amended to read as follows:

28 **Rule 3: Powers and duties of the vice-chair – acting chair in absence of chair**
29 **and vice-chair.**

30 A. There shall be two vice-chairs: the vice-chair of policy and the vice-chair of
31 employment and administration. For the purposes of this chapter, unless the context clearly
32 requires otherwise, "vice-chair" means the vice-chair of policy and, in the absence of the
33 vice-chair of policy, "vice-chair" means the vice-chair of employment and administration.

34 B. The vice-chair of policy shall exercise the duties, powers and prerogatives of the
35 council chair in the event of the chair's absence.

36 ~~((B.))~~ C. If the chair and the vice-chair of policy are both absent at a meeting of the
37 council, the ~~((operating budget and fiscal management committee chair))~~ vice-chair of
38 employment and administration shall preside as acting chair.

39 ~~((C.))~~ D. If recommended by action of the employment and administration
40 committee, and the chair is the subject of a motion that proposes to censure a

41 councilmember for violating the council's antiharassment policy the vice-chair of
42 employment and administration shall introduce the motion.

43 SECTION 3. Ordinance 11683, Section 4, as amended, and K.C.C. 1.24.035 are
44 each hereby amended to read as follows:

45 **Rule 4: Meetings.**

46 A.1. The time of regular meetings of the council is one-thirty p.m. on Monday of
47 each week, or Tuesday if Monday is a state or county holiday, unless otherwise ordered by
48 the chair or a majority of the council.

49 2.a. All regular meetings of the King County council(~~(, except as otherwise~~
50 ~~ordered by the chair or a majority of the council)) and ((except meetings of)) the council's
51 committees, except for the employment and administration committee and the external
52 affairs committee, ((must)) shall be held ((at the county seat)) in the council chambers on
53 the tenth floor of the King County Courthouse in Seattle, Washington. All regular
54 meetings of the employment and administration committee shall be held in the southwest
55 conference room on the twelfth floor of the King County Courthouse in Seattle,
56 Washington. The regular Monday meetings of the external affairs committee shall be
57 held in the southwest conference room on the twelfth floor of the King County
58 Courthouse in Seattle, Washington, and the regular Wednesday meetings of the external
59 affairs committee shall be held in the council chambers on the tenth floor of the King
60 County Courthouse in Seattle, Washington.~~

61 b. Whenever, due to an emergency, as defined in K.C.C. 12.52.010, it is
62 imprudent, inexpedient or impossible to conduct the affairs of the council at the regular or
63 usual place or places, the council may meet at any place within or without the territorial

64 limits of the county on the call of the chair or any two members of the council. After an
65 emergency relocation, the affairs of the council shall be lawfully conducted at the
66 emergency location for the duration of the emergency.

67 B. The times for regular committee meetings (~~(must be set by the chair of the~~
68 ~~council or by motion. The committee chair shall set the place of committee meetings.))~~ are
69 as follows, unless the council or the committee of the whole is meeting at that time
70 because the preceding Monday was a state or county holiday:

71 1. Committee of the whole: Monday of each week at 9:30 a.m., or Tuesday at
72 9:30 a.m. if Monday is a state or county holiday;

73 2. Capital budget committee: the first and third Wednesdays of each month at
74 9:30 a.m.;

75 3. Employment and administration committee: the first and third Tuesdays of
76 each month at 2:00 p.m.;

77 4. External affairs committee: the second Monday of each month at 8:30 a.m.
78 and the fourth Wednesday of each month at 3:00 p.m.;

79 5. General government and labor relations committee: the second and fourth
80 Tuesdays of each month at 1:30 p.m.;

81 6. Growth management and natural resources committee: the second, third and
82 fourth Tuesdays of each month at 9:30 a.m.;

83 7. Law, justice and human services committee: the first and third Thursdays of
84 each month at 9:30 a.m.;

85 8. Operating budget, fiscal management and mental health committee: the
86 second and fourth Wednesdays of each month at 9:30 a.m.;

87 9. Transportation committee: the second and fourth Wednesdays of each month
88 at 1:30 p.m.;

89 10. Regional policy committee: the second Wednesday of each month at 3:00
90 p.m.;

91 11. Regional transit committee: the third Wednesday of each month at 3:00
92 p.m.; and

93 12. Regional water quality committee: the first Wednesday of each month at
94 3:00 p.m.;

95 C. Council and committee meetings must be held in accordance with the Open
96 Public Meetings Act of 1971, chapter 42.30 RCW.

97 D. A meeting may be continued, in accordance with ~~((the Open Public Meetings~~
98 ~~Act of 1971,))~~ chapter 42.30 RCW, to another date and does not conclude until adjourned
99 in accordance with these rules.

100 E.1. An executive session may be held during a council or committee meeting if
101 one of the specific grounds under chapter 42.30 RCW for an executive session exists.

102 2. Before convening in executive session, the chair of the council or committee
103 shall publicly announce the purpose for excluding the public from the meeting place and
104 the time when the executive session will be concluded. The executive session may be
105 extended to a stated later time by announcement of the chair.

106 3. Only members of the council or committee, special invitees and those
107 employees or staff members the council or committee determines to be necessary are
108 allowed to remain in the room. Persons attending an executive session shall maintain the
109 confidentiality of the proceedings.

110 SECTION 4. Ordinance 11683, Section 7, as amended, and K.C.C. 1.24.065 are
111 each hereby amended to read as follows:

112 **Rule 7: Regional committees.**

113 A. Establishment. Three regional, standing committees are established as provided
114 under the King County Charter to develop, recommend and review regional policies and
115 plans for consideration by the council: the regional transit committee, the regional water
116 quality committee and the regional policies committee.

117 B. Membership.

118 1. Composition of committees.

119 a. The regional policies committee and regional transit committee are to each
120 have twelve voting members. Six members of each committee, including the chair of each,
121 must be county councilmembers appointed by the chair of the council and must include
122 councilmembers from districts with unincorporated residents. The chair of the county
123 council shall also appoint the chair and vice-chair of each committee. The remaining
124 members of each committee must be local elected city officials appointed from and in
125 proportion to the relative populations of the city of Seattle and the other cities and towns in
126 the county. Cities and towns other than the city of Seattle may appoint two persons for each
127 of their allocated memberships in each committee, each person with one-half vote.

128 b. The regional water quality committee is to have twelve voting members. Six
129 members of the committee, including the chair, must be county councilmembers appointed
130 by the chair of the council, and must include councilmembers from districts with
131 unincorporated residents. The chair of the county council shall also appoint the chair and
132 vice-chair of the committee. The remaining members of the committee must be local

133 elected city officials appointed from and in proportion to the relative populations of the city
134 of Seattle and the other cities and towns in the county, and two members from special
135 purpose districts providing sewer service in King County. Cities and towns other than the
136 city of Seattle may appoint two persons for each of their allocated memberships, each
137 person with one-half vote.

138 2. Alternating memberships. Each appointing authority may alternate members in
139 accordance with the procedures established by the authority. The appointments must be
140 announced at the beginning of each regional committee meeting to the committee chair or
141 vice-chair and committee secretary by a person authorized by the appointing authority.
142 Each appointing authority shall identify those members to receive mailings and notices of
143 meetings.

144 C. Quorum, notice and voting. Members representing six and one-half votes
145 constitute a quorum of a regional committee. In the absence of a quorum, the committee
146 may perform all committee functions except for voting on legislation. Notice of all regular
147 and special meetings must be provided as specified in the Open Public Meetings Act of
148 1971, chapter 42.30 RCW, and notice must be given to members of the committees,
149 including members who at any time during the calendar year have served on the committee
150 or have been designated by their appointing authority to receive notice. All
151 recommendations of a regional committee must be approved by a majority of the members
152 present and voting and must consist of at least three and one-half affirmative votes. All
153 recommendations must be signed only by members who were present and voting on the
154 matter and be made on a committee report form supplied by the council. There may not be
155 voting by proxy.

156 D.1.a. Referral to the regional transit committee. The chair of the council shall
157 refer to the regional transit committee countywide policies and plans related to the transit
158 services formerly provided by the municipality of metropolitan Seattle. If a standing
159 committee of the council is considering an issue that, upon the standing committee's
160 subsequent review, the standing committee believes should be considered as a countywide
161 policy or plan related to transit, then the standing committee shall so inform the chair of the
162 council. The chair of the council may then determine whether the policy or plan is to be
163 referred to a regional committee.

164 b. Referral to the regional water quality committee. The chair of the council
165 shall refer to the regional water quality committee countywide policies and plans related to
166 the water quality services formerly provided by the municipality of metropolitan Seattle. If
167 a standing committee of the council is considering an issue that, upon the standing
168 committee's subsequent review, the standing committee believes should be considered as a
169 countywide policy or plan related to water quality, then the standing committee shall so
170 inform the chair of the council. The chair of the council may then determine whether the
171 policy or plan is to be referred to a regional committee.

172 2. Regional policies committee work program. The regional policies committee
173 shall establish its subject matter through a work program adopted by ordinance by the
174 council. Once the work program is adopted, all regional policies and plans related to the
175 subject matter must be referred to the committee by the council.

176 3. Provisions applicable to referrals by chair and rereferrals. Referrals by the
177 chair or rereferrals are subject to the procedures, rights and constraints of Rules 13, 17 and
178 26, K.C.C. 1.24.125, 1.24.165 and 1.24.255.

179 4. Proposals and recommendations. If a regional committee develops a proposed
180 countywide policy or plan, or amendment or repeal of a policy or plan, and adopts a
181 recommendation with respect to the policy, plan, amendment or repeal, a county
182 councilmember may introduce the appropriate legislation to adopt the recommended policy
183 or plan.

184 E. Time for review -- committees. A regional committee shall review legislation
185 referred to it within one hundred twenty days of the legislation's referral or such other time
186 as is jointly established by the council and the committee, which shall be confirmed in the
187 form of a motion adopted by the council. However, the committee may request, and the
188 county council may grant by motion, additional time for review. If the committee fails to
189 act upon the proposed policy or plan within the established time limit, the county council
190 may adopt the proposed policy or plan upon ~~((eight))~~ six affirmative votes.

191 F. Time for review – council. The council shall amend, adopt or defeat the
192 legislation referred to a regional committee within ninety days after receipt of an initial
193 regional committee recommendation. However, upon receipt of the council chair's written
194 request for an extension of the time limit, the committee may approve the request in writing
195 by a majority vote at a special meeting or the next regular meeting of the committee.

196 G. Adoption.

197 1. A proposed policy or plan recommended by a regional committee may be
198 adopted, without amendment, by the county council by five affirmative votes.

199 2. A proposed policy or plan that differs from the policy or plan recommended by
200 a regional committee may be adopted by the county council by six affirmative votes after
201 the regional committee has had the opportunity to review all county council amendments.

202 H. Amendments and rereferral.

203 1. If the county council votes before the final passage to amend a proposed policy
204 or plan that has been reviewed or recommended by a regional committee, the proposed
205 policy or plan, as amended, must be referred to the appropriate regional committee for
206 further review and recommendation.

207 2. The timeline for the committee's review after rereferral may not be greater than
208 sixty days. However, the committee may request, and the county council may grant by
209 motion, additional time for review. The committee may concur in, dissent from or
210 recommend additional amendments to the policy or plan.

211 3. The council shall amend, adopt or defeat the legislation within sixty days after
212 receipt of a regional committee recommendation following rereferral by the council.

213 I. Regional committee consideration of other regional issues. The chair of the
214 council may request that one or more regional committees examine and comment upon
215 other pending issues that are not countywide policies or plans but would benefit from
216 interjurisdictional discussion. The issues may include, but are not limited to, operational,
217 organizational or implementation measures for countywide plans and policies. This type of
218 regional committee analysis and comment is not subject to the mandatory procedural
219 requirements of Section 270.30 of the King County Charter and the county council may
220 need to act on such issues before comment from the regional committee.

221 J. The regional committee is governed by the King County Charter, the King
222 County Code and, except to the extent expressly provided otherwise, the rules and
223 procedures established for standing and special committees in this chapter.

224 K. Role of regional committees.

225 1. A regional committee shall focus on planning and policy setting in program
226 areas where it has been determined that regional service or facility planning is required and
227 in area where it is agreed the opportunity and need for the planning exist. A regional
228 committee is not responsible for routine review and recommendation on operational and
229 administrative matters such as contracts, budgets, appropriations, and fares and rates,
230 formerly performed by the council of metropolitan Seattle. A regional committee may,
231 however, deal with policies to develop fares and rates within the committee's subject matter
232 area.

233 2. The regional transit committee shall develop, review and recommend
234 countywide policies and plans related to the transportation services formerly provided by
235 the municipality of metropolitan Seattle. Plans and policies that must be assigned to the
236 committee include, but are not limited to, the long-range transit system and capital
237 improvement plans, service design, development and allocation policies, financial policies,
238 fare policies, facility siting policy and major facilities siting process, and review and
239 comment upon Regional Transit Authority plans.

240 3. The regional water quality committee shall develop, review and recommend
241 countywide policies and plans related to the water pollution control functions formerly
242 provided by the municipality of metropolitan Seattle. Plans and policies that must be
243 assigned to the committee include, but are not limited to, water quality comprehensive and
244 long-range capital improvement plans, service area and extension policies, rate policies,
245 and the facility siting policy and major facilities siting process.

246 4. The regional policies committee shall review and recommend regional policies
247 and plans, other than transit and water quality plans, that are within the subject matter area

248 for the committee. Also, the committee may develop proposed policies and plans on issues
249 of countywide significance but, unless referred to the committee by the county council, the
250 policies and plans are not subject to the procedural requirements of Section 270.30 of the
251 King County Charter. Issues that may be referred to the committee or be the subject of the
252 committee's policy development include, but are not limited to, public health, human
253 services, open space, housing, solid waste management, regional services financial policies,
254 criminal justice, jails and district court services, and regional facilities siting. In addition,
255 the regional policies committee may consider major regional governance transition and
256 consolidation issues, particularly those involving potential changes in organization and
257 responsibilities with other county, city or regional organizations.

258 L. To assist each regional committee in evaluating countywide policies and plans,
259 the committee may conduct public meetings and hearings and request briefings and other
260 information from citizens, county, state and local agencies, business entities and other
261 organizations.

262 SECTION 5. Ordinance 11683, Section 9, as amended, and K.C.C. 1.24.085 are
263 each hereby amended to read as follows:

264 **Rule 9: Introduction and initial consideration of proposed legislation.**

265 A. Upon receipt of proposed legislation from the executive, the sheriff, the
266 assessor, the presiding judge, the prosecuting attorney or a councilmember, the clerk of the
267 council shall assign a proposed number to the legislation. The clerk may make formatting
268 and nonsubstantive revisions in form and style to proposed legislation before first reading
269 and shall indicate on the revised legislation that the legislation is revised by the clerk and
270 the date of the revision.

271 B. Upon signature of at least one member of the council and filing with the clerk of
272 the council, or upon receipt by the council of a proposed ordinance submitted as an
273 institutional initiative under Section 230.50.10 of the King County Charter, the proposed
274 legislation is introduced and must be placed on the agenda for first reading and referral.
275 Legislation may be introduced with the title only, but the legislation must be filed with the
276 clerk by first reading. The chair of the council shall refer both the title and the
277 subsequently filed legislation to committee if the legislation was introduced with the title
278 only. If the legislation is not timely filed, the legislation is to be removed from the agenda
279 and is not to be referred to committee.

280 C. A member may add his or her name to sponsorship of legislation at any time
281 before passage of the legislation by informing the clerk of the council in writing. The first
282 member listed on the first introduction slip filed for legislation may not remove his or her
283 name from sponsorship of the legislation. However, any other sponsor of legislation may
284 remove his or her own name from sponsorship of the legislation by informing the clerk of
285 the council in writing.

286 D. First reading of legislation shall consist of either:

- 287 1. Printing the number and title of the proposed legislation on the published
288 agenda; or
- 289 2. Adding the proposed legislation to the agenda under Rule 5, K.C.C.
290 1.24.045.B.2. or 3. and including this information in the council's minutes.

291 E. After the first reading, proposed legislation must be referred to an appropriate
292 committee or committees by the chair of the council, except for motions confirming
293 executive reappointments to boards or commissions, which may be referred directly to

294 ((the)) a council consent agenda. Proposed legislation referred to more than one committee
295 must be considered consecutively by the committees in the order set forth on the marked
296 published agenda or as specified by the chair during the meeting and reflected in the
297 council's minutes.

298 F. Upon being reported out of committee with a recommendation signed by a
299 majority of the committee, proposed legislation must be placed upon an agenda for
300 appropriate action, after consideration of public hearing notice requirements (~~for~~
301 ~~appropriate action~~), one week after the Monday after the committee meeting, unless the
302 committee chair decides and states on the record at the committee meeting that the item be
303 placed on the next council agenda. The clerk of the council may make formatting and
304 nonsubstantive revisions in form to proposed legislation after the legislation is reported out
305 of the committee and before the legislation is placed on the agenda for second reading and
306 shall indicate on the revised legislation that the legislation is revised by the clerk and the
307 date of the revision.

308 SECTION 6. Ordinance 11683, Section 15, as amended, and K.C.C. 1.24.145 are
309 each hereby amended to read as follows:

310 **Rule 15: Quorum and voting – standard, emergencies.**

311 A. The requirements for a quorum of a standing committee are prescribed in Rule
312 6A, K.C.C. 1.24.055.A. The requirements for a quorum of a regional committee are
313 prescribed in Rule 7, K.C.C. 1.24.065. Three members constitute a quorum of the
314 employment and administration committee.

315 B.1. Five members constitute a quorum of the county council, except at provided
316 in subsection B.2. of this section. If there is a lack of a quorum, the chair shall request

317 the clerk of the council to call members so as to constitute a quorum. Unless otherwise
318 required by the King County Charter, a vote of the majority of those present is necessary
319 for the conduct of council business.

320 2. In the event that an emergency, as defined in K.C.C. 12.52.010, reduces the
321 number of councilmembers, then those councilmembers available and present for duty
322 have full authority to act in all matters as the county council. Quorum requirements for
323 the council shall be suspended for the period of the emergency, and where the affirmative
324 vote of a specified proportion of the council is required for approval of an ordinance or
325 other action, the same proportion of those councilmembers available shall be sufficient.
326 As soon as practicable thereafter, the available councilmembers shall act in accordance
327 with the charter and state law to fill existing vacancies on the council.

328 3. In the event of an emergency, as defined in K.C.C. 12.52.010, members may
329 participate and vote in council meetings by telephone or other electronic means.
330 Members participating by telephone or other electronic means are present for quorum
331 purposes. The clerk of the council, in consultation with the chair, shall establish
332 authentication and operating procedures, which must comply with all state and county
333 laws regarding open public meetings.

334 C. There may not be voting by proxy on a question before the council. A
335 member who is in the council chambers when the question is put shall vote unless
336 excused by the council for special reasons. A motion to excuse a member must be made
337 before the call for "ayes" and "nos" is commenced.

338 D. A vote before the council must be recorded as to the "ayes" and "nos." Upon
339 the final passage of legislation before the council, the vote must be taken by oral roll call.

340 On any other matter, the vote must be taken by oral roll call if requested by at least
341 ~~((three))~~ one member~~((s))~~. When once begun, the roll call may not be interrupted. The
342 order of names on the roll call must be alphabetical by last name except for the chair,
343 who votes last when the "ayes" and "nos" are called.

344 SECTION 7. Ordinance 11683, Section 24, as amended, and K.C.C. 1.24.235 are
345 each hereby amended to read as follows:

346 **Rule 24: Public record of council meeting.**

347 A. The verbatim public record required by Section 220.40 of the King County
348 Charter must be kept by means of electronic recording of matters occurring at the open
349 sessions of public meetings of the county council. The proceedings of all council and
350 committee meetings must be taken by means of electronic recording. The electronic
351 recordings of ~~((the))~~ council meetings must be retained in the office of the clerk of the
352 council for ~~((five))~~ two years, after which the recordings must be transferred to the
353 ~~((records, elections and licensing services division))~~ county archivist, ~~((which))~~ who shall
354 permanently retain the recordings. The electronic recordings of committee meetings must
355 be retained in the office of the clerk of the council for two years, after which the recordings
356 must be transferred to the county archivist, who shall determine whether the recordings
357 should be retained permanently.

358 B. The clerk of the council or of the committee shall produce minutes, in the form
359 of proceedings, of a meeting according to state law.

360 SECTION 8. Ordinance 11683, Section 26, as amended, and K.C.C. 1.24.255 are
361 each hereby amended to read as follows:

362 **Rule 26: Appeal from decision of chair.** A parliamentary decision of the chair
363 may be appealed by ((a)) two members. A member may not speak on the appeal more than
364 once unless permitted by the council.

365 The chair's act of adding to, removing from or taking out of order an item on a
366 distributed and posted agenda may be appealed to the full body by any two members under
367 Rule 5C, K.C.C. 1.24.045.C.

368 SECTION 9. Ordinance 13982, Section 29, and K.C.C. 1.24.320 are each hereby
369 amended to read as follows:

370 **Rule 32: Organizational motions – compilation and amendment.** The clerk of
371 the council shall compile and organize current motions organizing and administering the
372 legislative branch as a single master document with separate sections, and shall post the
373 compilation on the Internet. The council may amend an organizational motion by
374 amending a section of the master document as compiled and organized.

375 SECTION 10. Ordinance 1043, Section 1, as amended, and K.C.C. 1.28.010 and
376 Ordinance 12163, Section 10, and K.C.C. 1.28.020 are each hereby repealed.
377

Ordinance 15707 was introduced on 2/26/2007 and passed as amended by the Metropolitan King County Council on 4/2/2007, by the following vote:

Yes: 9 - Mr. Gossett, Ms. Patterson, Ms. Lambert, Mr. von Reichbauer, Mr. Dunn, Mr. Ferguson, Mr. Phillips, Ms. Hague and Mr. Constantine
No: 0
Excused: 0

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON



Larry Gossett, Chair

ATTEST:



Anne Noris, Clerk of the Council

APPROVED this 11 day of April, 2007.


Ron Sims, County Executive

Attachments None

RECEIVED
2007 APR 11 PM 4:29
CLERK
KING COUNTY COUNCIL