



KING COUNTY

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

Signature Report

Ordinance 19221

Proposed No. 2021-0028.2

Sponsors Balducci

1 AN ORDINANCE relating to council rules and order of
 2 business; amending Ordinance 11683, Section 1, as
 3 amended, and K.C.C. 1.24.005, Ordinance 11683, Section 4,
 4 as amended, and K.C.C. 1.24.035, Ordinance 11683, Section
 5 5, as amended, and K.C.C. 1.24.045, Ordinance 11683,
 6 Section 6, as amended, and K.C.C. 1.24.055, Ordinance
 7 11683, Section 7, as amended, and K.C.C. 1.24.065,
 8 Ordinance 11683, Section 9, as amended, and K.C.C.
 9 1.24.085, Ordinance 11683, Section 16, as amended, and
 10 K.C.C. 1.24.155, Ordinance 11683, Section 23, as amended,
 11 and K.C.C. 1.24.225, Ordinance 11683, Section 31, as
 12 amended, and K.C.C. 1.24.305, adding a new section to
 13 K.C.C. chapter 1.24; and declaring an emergency.

14 BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

15 **SECTION 1. Findings:**

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

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

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20 organization and administration of the council.

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

24 D. Because the council is reorganizing the council and its committees by Motion
25 XXXXX (Proposed Motion 2021-0027), effective January 5, 2021, including modifying
26 committees, committee chair and vice-chair positions and duties, this ordinance must be
27 enacted as an emergency ordinance in order to be effective and ensure that the regular
28 meeting times of the council's committees are effective contemporaneously with the
29 reorganization of the council.

30 SECTION 2. Ordinance 11683, Section 1, as amended, and K.C.C. 1.24.005 are
31 hereby amended to read as follows:

32 **Rule 1: Definitions.** The definitions in this rule apply throughout this chapter
33 unless the context clearly requires otherwise.

34 A. "Administrative committee" means a committee, other than a special or
35 standing committee, established in the organization motion to act and make
36 recommendations to the council on matters assigned to the committee.

37 B. "Committee" means a standing, special or administrative committee of the
38 council as so designated by rule, motion or appointment by the chair of the council.

39 C. "Electronic" or "electronically" means transmitting by email. "Electronic
40 signature" refers to a signature satisfying the requirements of executive's policy INF 14-3-
41 EP, with an effective date of July 23, 2020, as now existing or as hereafter amended or
42 superseded.

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43 D. "Legislation" means a "motion" or "ordinance" as those terms are used in
44 Section 230 and 240 of the King County Charter.

45 ~~((D.))~~ E. "Regional committee" means a regional committee established under
46 Section 270 of the King County Charter.

47 ~~((E.))~~ F. "Special committee" means a committee that goes out of existence as soon
48 as it has completed a specified task.

49 ~~((F.))~~ G. "Standing committee" means a committee, excluding regional
50 committees, composed exclusively of councilmembers created by the council and given the
51 task of reviewing legislation.

52 ~~((G.))~~ H. "Work session" means a ~~((committee of the whole))~~ council assembly
53 held for the purposes of engaging in deliberations, discussions, considerations, reviews and
54 evaluations of issues of interest to the entire council. A final action, meaning the collective
55 decision of the committee or an actual vote by the committee on a motion, proposal, order
56 or ordinance, shall not take place in a work session.

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

59 **Rule 4: Meetings.**

60 A.1.a. Except as otherwise provided in this subsection, the time of regular meetings
61 of the council is 1:00 p.m. on the first, second, third and fourth Tuesdays of each ~~((week))~~
62 month; the time of work sessions is 12:30 p.m. on the second and fourth Tuesdays of each
63 month. However, the regular meetings of the council shall not take place: from ~~((August~~
64 1, 2020, through August 14, 2020; and from December 16, 2020, through January 3, 2021))
65 April 12, 2021, through April 16, 2021; from August 2, 2021, through August 13, 2021;

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66 ~~and from December 15, 2021, through January 3, 2022. ((Until either the executive~~
67 ~~terminates the March 1, 2020, proclamation of emergency in response to COVID-19 or this~~
68 ~~subsection is amended, the regular meeting time of the council is 1:00 p.m. on every other~~
69 ~~Tuesday, starting with the regular council meeting on April 14, 2020.))~~ All regular or
70 special meetings of council committees shall be regular or special council meetings, in
71 accordance with subsection F. of this rule.

72 b. ~~((Each fifth Wednesday of each month from 3:00 p.m. to 4:30 p.m. shall be~~
73 ~~reserved for special regional committee meetings as needed. Each first and third~~
74 ~~Wednesday from 1:00 p.m. until 3:00 p.m. is reserved for meetings of the flood control~~
75 ~~district executive committee. Each Monday at 9:30 a.m. is reserved for special meetings of~~
76 ~~standing committees. Each fifth Monday of each month from 1:00 p.m. to 4:30 p.m. is~~
77 ~~reserved for special regional and standing committee meetings. If a special meeting for~~
78 ~~more than one committee is called for the same time and location, the meeting for which~~
79 ~~the council clerk first receives written notice shall take precedence for use of the meeting~~
80 ~~location. In order to allow each member sufficient time to review legislation and to meet~~
81 ~~with constituents, staff and officials of other jurisdictions, no))~~ A special committee
82 meeting may not be called ~~((for any other time than the days and times specified in this~~
83 ~~subsection for the respective committees))~~ without the prior written consent of the council
84 chair or the consent of a majority of the members of the committee. This subsection A.1.b.
85 does not apply to special meetings of the budget and fiscal management committee for
86 purposes of considering the county executive's biennial budget proposal, which shall be
87 called by the chair of the budget and fiscal management committee.

88 2.a. All regular meetings of the King County council and the council's

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89 committees, except for ~~((the committee of the whole work sessions))~~ employment and
90 administration committee meetings and work sessions of the council, shall be held in the
91 council chambers on the tenth floor of the King County Courthouse in Seattle, Washington.

92 All regular meetings of the ~~((committee of the whole work sessions))~~ employment and
93 administration committee meetings and work sessions of the council shall be held in the
94 southwest conference room on the twelfth floor of the King County Courthouse in Seattle,
95 Washington.

96 b. Whenever, due to an emergency, as defined in K.C.C. 12.52.010, it is
97 imprudent, inexpedient or impossible to conduct the affairs of the council at the regular or
98 usual place or places, the council may meet at any place within or without the territorial
99 limits of the county on the call of the chair or any two members of the council. After an
100 emergency relocation, the affairs of the council shall be lawfully conducted at the
101 emergency location for the duration of the emergency.

102 B.1. Except as provided in subsection B.2. ~~((and 3.))~~ of this rule, the times for regular
103 and special committee meetings are as follows:

104 a. Budget and fiscal management committee: the ~~((second and fourth~~
105 ~~Wednesdays))~~ third Tuesday of each month at 9:30 a.m.;

106 b. Committee of the whole~~((, except for work sessions, which are the second and~~
107 ~~fourth Mondays of each month at 12:30 p.m.))~~: the ~~((second and fourth Mondays of each~~
108 ~~month at 1:30 p.m.))~~ first and third Wednesdays of each month at 9:30 a.m.;

109 c. Community, health and housing services committee: the ~~((first and third))~~
110 second Wednesday~~((s))~~ of each month at 9:30 a.m.;

111 d. Employment and administration committee: the ~~((third))~~ fourth Tuesday of each

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112 month at 1:30 p.m.;

113 e. Government accountability and oversight committee: the ~~((first and third))~~

114 second Tuesday~~((s))~~ of each month at 9:30 a.m.;

115 f. Law and justice committee: the ~~((second and fourth))~~ first Tuesday~~((s))~~ of each

116 month at 9:30 a.m.;

117 g. Local services committee: the ~~((first and third Mondays))~~ fourth Tuesday of

118 each month at ~~((1:30 p.m.))~~ 9:30 a.m.;

119 h. Mobility and environment committee: the ~~((second and))~~ fourth Wednesday~~((s))~~

120 of each month at ~~((1:00 p.m.))~~ 9:30 a.m.;

121 i. Regional policy committee: the second Wednesday of each month at 3:00 p.m.;

122 j. Regional transit committee: the third Wednesday of each month at 3:00 p.m.;

123 and

124 k. Regional water quality committee: the first Wednesday of each month at 3:00

125 p.m.~~((s))~~

126 2. The regular meetings of the committees shall not take place during the times

127 when the council meeting does not take place, as prescribed in subsection A. of this rule.

128 ~~((3. Until either the executive terminates the March 1, 2020, proclamation of~~

129 ~~emergency in response to COVID-19 or this subsection is amended, the regular meeting~~

130 ~~time of the committee of the whole is 1:00 p.m. on every other Tuesday, starting with the~~

131 ~~regular committee meeting on April 7, 2020. In addition, a regular meeting of the~~

132 ~~committee of the whole shall occur on March 31, 2020.))~~

133 C. Council and committee meetings must be held in accordance with the Open Public

134 Meetings Act of 1971, chapter 42.30 RCW.

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135 D. A meeting may be continued, in accordance with chapter 42.30 RCW, to another
136 date and does not conclude until adjourned in accordance with these rules.

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

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

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

147 F.1. A legal analysis of the Open Public Meetings Act by the office of the Attorney
148 General, 2010 AGO No. 9, has advised that when a committee meeting is attended by a
149 quorum of the governing body it must be noticed not only as a committee meeting but also
150 as a meeting of the governing body. For this reason, all meetings, including work sessions,
151 of council committees shall be noticed both as committee meetings and as council meetings
152 whose agenda is limited to the committee business.

153 2. In all committee meetings, which are council meetings in accordance with
154 subsection F.1. of this rule, only the rules and procedures applicable to committees apply,
155 and not those rules and procedures applicable to full council meetings. This includes, but is
156 not limited to:

157 a. only those members who serve on the committee have the right to exercise

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158 parliamentary rights in the meeting, including, but not limited to, raising points of order,
159 making motions and voting;

160 b. attendance shall be recorded only for members serving on the committee, and
161 the quorum for the meeting shall be the committee quorum; and

162 c. committee meetings shall be chaired by the committee chair.

163 SECTION 4. Ordinance 11683, Section 5, as amended, and K.C.C. 1.24.045 are
164 hereby amended to read as follows:

165 **Rule 5: Agenda.**

166 A. Council business must be disposed of in the following order, or in an order the
167 chair deems appropriate, subject to appeal as provided in Rule 5.D, K.C.C. 1.24.045.D:

168 1. Roll call;

169 2. Flag salute and Pledge of Allegiance, the leading of which must be offered by a
170 member of the council and which must rotate among all members of the council;

171 3. Approval of minutes;

172 4. Additions to the council agenda;

173 5. Special items;

174 6. General public comment when scheduled in accordance with Rule 10, K.C.C.
175 1.24.095;

176 7. (~~Plat tracings;~~

177 ~~8.))~~ Hearing and second reading of ordinances from standing committees and
178 regional committees, and of ordinances related to collective bargaining;

179 (~~9.))~~ 8. First reading of and action on emergency ordinances without referral to
180 committee;

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- 181 ~~((10.))~~ 9. Consent agenda on hearing examiner recommendations;
- 182 ~~((11.))~~ 10. Motions, from standing committees and regional committees and
- 183 motions related to collective bargaining, for council action;
- 184 ~~((12.))~~ 11. First reading of and action on motions without referral to committee;
- 185 ~~((13.))~~ 12. Consent agenda on reappointments to boards and commissions;
- 186 ~~((14.))~~ 13. Consent agenda on reports and recommended actions from the
- 187 employment and administration committee;
- 188 ~~((15.))~~ 14. Other reports and recommended actions from the employment and
- 189 administration committee;
- 190 ~~((16.))~~ 15. First reading and referral of ordinances;
- 191 ~~((17.))~~ 16. First reading and referral of motions;
- 192 ~~((18.))~~ 17. Reports from members serving on special and outside committees;
- 193 ~~((19.))~~ 18. Extra items;
- 194 ~~((20.))~~ 19. Messages from the county executive and other county officials, the
- 195 judiciary, the regional committees and other agencies;
- 196 ~~((21.))~~ 20. Other business; and
- 197 ~~((22.))~~ 21. Adjournment.
- 198 B. Legislation or other items for placement on the council meeting agenda must be
- 199 submitted electronically to the clerk of the council by 10:00 a.m. Thursday of the week
- 200 before the next scheduled meeting, except that:
- 201 1. If directed by the chair, the clerk may place an item on the council agenda with
- 202 a note that the item is contingent on being voted out of committee before the council
- 203 meeting; and

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204 2. Legislation or other items needing action by the full council may be added at
205 the discretion of the chair of the council at a regularly scheduled council meeting. The
206 chair shall apply the following criteria for the additions:

207 a. the legislation is particularly time-sensitive and delay in action either:

208 (1) might impair the effectiveness of the county's responses to emergencies
209 such as natural or human-made disasters, or other circumstances seriously affecting the
210 public health, safety or welfare or the support of county government and its existing public
211 institutions; or

212 (2) might impair timely performance under deadlines of a statute, ordinance,
213 contract, interlocal agreement, real property instrument or other provision requiring
214 immediate action;

215 b. legislation, together with an introduction slip from the sponsor, should be
216 electronically delivered to the clerk before the beginning of the council meeting(~~(. The~~
217 ~~original should be provided to the clerk, together with an introduction slip from the~~
218 ~~sponsor)); and~~

219 c. the sponsor should provide a brief written description to the chair of the reason
220 for the need to expedite the legislation without regular committee review.

221 D. The chair shall notify the members present of proposed changes to the agenda.
222 If two members object to a change, a majority of the members present shall decide whether
223 to change the agenda.

224 SECTION 5. Ordinance 11683, Section 6, as amended, and K.C.C. 1.24.055 are
225 hereby amended to read as follows:

226 **Rule 6: Standing committees.** The standing committees shall operate as follows:

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227 A. A majority of a committee constitutes a quorum. A committee is considered to
228 have a quorum present unless the question is raised by a member of the committee. If a
229 member objects to proceeding because of the lack of a quorum, the committee may not
230 conduct official business, except to conduct a hearing. The appointment or use of alternate
231 members is not allowed for a standing committee. Any member of the council may attend
232 and participate in any committee meeting by asking questions and offering comments on
233 any matter before the committee. Only members of the committee may exercise
234 parliamentary rights in the committee, including, but not limited to, raising points of order,
235 making motions and voting((-);

236 B. During its consideration of a vote on legislation, the deliberations of a
237 committee must be open to the public((-);

238 C.1. A vote to report a piece of legislation out of committee must be taken by the
239 "ayes" and "nos," with the committee clerk recording on the vote roll call form the
240 recommendation, the names of the members voting for and against the recommendation, as
241 well as the names of the members ~~((absent))~~ excused. On any matter, including but not
242 limited to an amendment, a vote must be taken by oral roll call if requested by a member of
243 the committee. A standing committee may not vote by secret ballot on an issue. Each vote
244 roll call form must be preserved as prescribed by the clerk of the council. ~~((Except as~~
245 ~~otherwise provided in subsection E. of this section and also except for a regional committee,~~
246 ~~l))~~

247 2. Legislation may be reported out of committee by less than a quorum of the
248 committee, subject to ((signature by a majority of the members of the committee,)) the
249 provisions of subsection C.3. of this rule, unless a member present requests a vote on the

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250 recommendation by a quorum of the committee. If a member so requests, the legislation
251 may not be reported out of the committee at that meeting without an affirmative vote by a
252 majority of the quorum of the committee.

253 3. The committee's recommendation on a piece of legislation reported out of
254 committee ~~((subject to signature by a majority of the members of the committee))~~ by less
255 than a quorum of the committee is not effective unless ~~((signed by))~~ a majority of the
256 committee ~~((and delivered to the clerk by the close of the second business day after the~~
257 ~~committee action. A vote in a committee must be recorded and the vote must be preserved~~
258 ~~as prescribed by the clerk of the council.))~~ members support the recommendation as
259 evidenced either by an affirmative vote at the committee meeting or, if the member were
260 excused, by the member electronically notifying the committee clerk, by the end of the day
261 of the committee meeting, of the member's vote in support of the recommendation;

262 D. ~~((Except as otherwise provided in subsection E. of this section, 1))~~ Legislation
263 must be reported to the council from a standing committee ~~((must have a majority~~
264 ~~recommendation report, which must be prepared upon a printed standing committee report~~
265 ~~form and must be signed by a majority of the committee))~~ with one of the following
266 recommendations:

- 267 1. Do pass;
 - 268 2. Do pass -- consent;
 - 269 3. Do pass substitute;
 - 270 4. Do pass substitute -- consent;
 - 271 5. Do not pass;
 - 272 6. Postpone indefinitely;
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273 7. Pass out of committee with no recommendation; or

274 8. Refer to another committee((-));

275 E. (~~During a period of an emergency proclaimed by the executive and as directed~~
276 ~~by the chair of the council in writing:~~

277 ~~1. Legislation may not be reported out of committee by less than a quorum of the~~
278 ~~committee present;~~

279 ~~2.-))~~For each piece of legislation voted on in committee, the committee clerk shall
280 prepare a vote roll call form, as prescribed by the clerk of the council, that shall record the
281 recommendation of the committee, and shall include the type and number of the legislation,
282 the version of the legislation, number of the "ayes" and "nos," and the names of the
283 members voting for and against, as well as the names of the members (~~absent;~~

284 ~~3. If a member is absent from a vote on a piece of legislation and as a result of the~~
285 ~~roll call vote at the meeting, the piece of legislation received a majority recommendation,~~
286 ~~the member shall have until the end of the day of the meeting to email the committee clerk~~
287 ~~with the member's vote in support of the majority recommendation and the committee clerk~~
288 ~~shall record that member's affirmative vote on the vote roll call form for that piece of~~
289 ~~legislation and attach a copy of the email to the vote roll call form; and~~

290 ~~4. The vote roll call form shall act as the majority recommendation report by~~
291 ~~which legislation shall be reported to the council no earlier than the next day after the~~
292 ~~committee meeting.)) excused;~~

293 F. The rules and procedures contained in this chapter must be observed, when
294 applicable, in all proceedings of a standing or special committee of the council((-));

295 G.1. The chair of the committee shall set the agenda for the committee, including

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296 whether and when to include on a specific agenda for action proposed legislation referred
297 to the committee by the council chair.

298 2. The chair shall set an initial agenda not less than seven business days in
299 advance of a committee meeting and the committee clerk shall post and electronically
300 distribute such initial agenda not less than six business days in advance of a committee
301 meeting. If the chair determines that revisions to the agenda are needed after posting and
302 distribution, the chair should expeditiously direct that a revised agenda be posted and
303 electronically distributed.

304 3. A change to the last distributed and posted agenda made at a meeting must be
305 announced by the chair and is subject to appeal to the full committee present by any two
306 members of the committee. A majority of the members present shall decide an appeal
307 under this subsection((-));

308 H. Notice of a special meeting must be made in compliance with the Open Public
309 Meetings Act of 1971, chapter 42.30 RCW. ~~((The committee chair may call up to six~~
310 ~~special meetings per calendar year. An additional special meeting may be called only upon~~
311 ~~the request of the chair and the written consent of either the vice chair of the committee or~~
312 ~~the chair of the council before the meeting.)) A special meeting may be called only when:~~

313 1. There is time-sensitive legislation or information that cannot be presented and
314 considered in the ordinary committee meeting schedule;

315 2. A joint meeting of two or more committees is necessary to consider a matter; or

316 3. An unusual and extreme workload of a committee does not allow its full
317 consideration during the ordinary committee meeting schedule((-)); and

318 I. A committee may not recess a meeting for longer than eight hours unless consent

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319 is given consistent with Rule 6.G., K.C.C. 1.24.055.G. Such a recess constitutes a special
320 meeting solely for the purpose of counting the six discretionary special meetings provided
321 for in this rule. If recess is until the next day but less than twenty-four hours, then the
322 maximum possible notice must be given. If recess is for greater than twenty-four hours,
323 then at least twenty-four hours' notice must be given.

324 SECTION 6. Ordinance 11683, Section 7, as amended, and K.C.C. 1.24.065 are
325 hereby amended to read as follows:

326 **Rule 7: Regional committees.**

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

331 B. Membership.

332 1. Composition of committees.

333 a. The regional policies committee and regional transit committee are to each
334 have nine voting members. Three members of each committee, including the chair of each,
335 must be county councilmembers appointed by the chair of the council and must include
336 councilmembers from districts with unincorporated residents. Each county councilmember
337 vote shall be weighted as two votes. The chair of the county council shall also appoint the
338 chair of each committee. The remaining members of each committee must be local elected
339 city officials appointed from and in proportion to the relative populations of the city of
340 Seattle and the other cities and towns in the county. Cities and towns other than the city of
341 Seattle may appoint two persons for each of their allocated memberships in each

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342 committee, each person with one-half vote. A vice-chair of each committee shall be
343 elected by majority vote of the committee members who are not county councilmembers.

344 b. The regional water quality committee is to have nine voting members. Three
345 members of the committee, including the chair, must be county councilmembers appointed
346 by the chair of the council, and must include councilmembers from districts with
347 unincorporated residents. The chair of the county council shall also appoint the chair of the
348 committee. Each county councilmember vote shall be weighted as two votes. The
349 remaining members of the committee must be local elected city officials appointed from
350 and in proportion to the relative populations of the city of Seattle and the other cities and
351 towns in the county, and two members from special purpose districts providing sewer
352 service in King County. Cities and towns other than the city of Seattle may appoint two
353 persons for each of their allocated memberships, each person with one-half vote. Special
354 purpose districts located outside of the county that receive sewerage treatment services
355 from the county may jointly designate one nonvoting representative to serve on the
356 committee. A vice-chair of the committee shall be elected by majority vote of the
357 committee members who are not county councilmembers.

358 2. Alternating memberships. Each appointing authority may alternate members in
359 accordance with the procedures established by the authority. The appointments must be
360 announced at the beginning of each regional committee meeting to the committee chair or
361 vice-chair and committee secretary by a person authorized by the appointing authority.
362 Each appointing authority shall identify those members to receive mailings and notices of
363 meetings.

364 3. Powers and duties of the chair. The chair of the committee has the following

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365 powers and duties:

366 a. The chair shall:

367 (1) call the committee to order at the hour appointed for meeting and, if a
368 quorum is present, shall cause the minutes of the previous meeting to be approved;

369 (2) proceed with the order of business; and

370 (3) adjourn the committee upon a motion to adjourn approved by a majority of
371 members present;

372 b. The chair shall preserve order and decorum and in the interest of efficiency
373 may impose time and subject matter limits for testimony and comment given by the public
374 and members of the committee;

375 c. The chair shall promote efficient operation of the committee. The chair's act
376 of adding to, removing from or taking out of order an item on a distributed and posted
377 agenda may be appealed to the full body by members whose cumulative voting power is at
378 least two votes. The chair shall discourage activities that are dilatory or disruptive. The
379 chair shall endeavor to facilitate the will of the majority of members present at all times;

380 d. The chair may speak to points of order, inquiry or information in preference to
381 other members. Upon a ruling of the chair on a point of order, the chair shall allow any
382 members whose cumulative voting power is at least two votes to immediately request that
383 the decision be placed before the body. If a majority of votes present agrees to the ruling of
384 the chair, the business of the committee must proceed without further debate. If a majority
385 of the votes present does not support the ruling of the chair, the chair shall immediately
386 allow a procedural motion to dispense with the issue in question, proceeding until a
387 decision of the committee is secured and the business of the committee is allowed to

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388 proceed; and

389 e. The chair shall provide electronic copies to all committee members of all
390 official communications and requests for committee action addressed to the chair.

391 4. Powers and duties of the vice-chair.

392 a. There shall be one vice-chair of each committee.

393 b. At committee meetings, the vice-chair shall exercise the duties, powers and
394 prerogatives of the committee chair in the chair's absence.

395 5. Chair actions, vice-chair consultation.

396 a. The chair shall consult with the vice-chair in:

397 (1) developing a draft work program for consideration by the full committee;

398 (2) setting a schedule for carrying out the committee's work program; and

399 (3) cancelling or changing the date, time or place of committee meeting.

400 b. If the vice-chair disagrees with a chair's proposed decision regarding the
401 matters under subsection B.5.a. of this rule, the chair shall not take unilateral action and
402 shall refer the matters to the full committee.

403 C. Quorum, notice and voting. Members representing six and one-half votes
404 constitute a quorum of a regional committee. In the absence of a quorum, the committee
405 may perform all committee functions except for voting on legislation or a work program.
406 Notice of all regular and special meetings must be provided as specified in the Open Public
407 Meetings Act of 1971, chapter 42.30 RCW, and notice must be given to members of the
408 committees, including members who at any time during the calendar year have served on
409 the committee or have been designated by their appointing authority to receive notice. All
410 recommendations of a regional committee on council-referred ordinances or motions must

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411 be approved by a majority of the members present and voting, with no fewer than three and
412 one-half affirmative votes. (~~All recommendations must be signed only by members who~~
413 ~~were present and voting on the matter and be made on a committee report form supplied by~~
414 ~~the council.~~) For each piece of legislation voted on in committee, the committee clerk
415 shall prepare vote roll call form that shall record the recommendation of the committee, and
416 shall include the type and number of the legislation, the version of the legislation, number
417 of the "ayes" and "nos" and the names of the members voting for and against, as well as the
418 names of the members excused. Each vote roll call form must be preserved as prescribed
419 by the clerk of the council. There may not be voting by proxy.

420 D.1.a. Referral to the regional transit committee. The chair of the council shall
421 refer to the regional transit committee countywide policies and plans related to the transit
422 services formerly provided by the municipality of metropolitan Seattle. If a standing
423 committee of the council is considering an issue that, upon the standing committee's
424 subsequent review, the standing committee believes should be considered as a countywide
425 policy or plan related to transit, then the standing committee shall so inform the chair of the
426 council. The chair of the council may then determine whether the policy or plan is to be
427 referred to a regional committee.

428 b. Referral to the regional water quality committee. The chair of the council
429 shall refer to the regional water quality committee countywide policies and plans related to
430 the water quality services formerly provided by the municipality of metropolitan Seattle. If
431 a standing committee of the council is considering an issue that, upon the standing
432 committee's subsequent review, the standing committee believes should be considered as a
433 countywide policy or plan related to water quality, then the standing committee shall so

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434 inform the chair of the council. The chair of the council may then determine whether the
435 policy or plan is to be referred to a regional committee.

436 2. Regional policies committee work program. The regional policies committee
437 shall establish its subject matter through a work program adopted by a majority of those
438 committee members present and voting, with no fewer than three and one-half affirmative
439 votes, though the work program shall be limited as provided by charter or ordinance,
440 including but not limited to, subsection K. of this rule. Once the work program is adopted,
441 all regional policies and plans related to the subject matter must be referred to the
442 committee by the council.

443 3. Provisions applicable to referrals by council chair and rereferrals. Referrals by
444 the council chair or rereferrals are subject to the procedures, rights and constraints of Rules
445 13, 17 and 26, K.C.C. 1.24.125, 1.24.165 and 1.24.255.

446 E. Time for review -- committees. A regional committee shall review legislation
447 referred to it by the county council within one hundred twenty days of the legislation's
448 referral or such other time as is jointly established by the council and the committee, which
449 shall be confirmed in the form of a motion adopted by the council. However, the
450 committee may request, and the county council may grant by motion, additional time for
451 review. If the committee fails to act upon the proposed policy or plan within the
452 established time limit, the county council may adopt the proposed policy or plan upon six
453 affirmative votes.

454 F. Time for review - council. The council shall amend, adopt or defeat the
455 legislation referred to a regional committee within ninety days after receipt of an initial
456 regional committee recommendation. However, upon receipt of the council chair's written

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457 request for an extension of the time limit, the committee may approve the request in writing
458 by a majority vote at a special meeting or the next regular meeting of the committee.

459 G. Adoption.

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

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

465 H. Amendments and rereferral.

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

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

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

476 I. Regional committee consideration of other regional issues. The chair of the
477 council may request that one or more regional committees examine and comment upon
478 other pending issues that are not countywide policies or plans but would benefit from
479 interjurisdictional discussion. The issues may include, but are not limited to, operational,

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480 organizational or implementation measures for countywide plans and policies. This type of
481 regional committee analysis and comment is not subject to the mandatory procedural
482 requirements of Section 270.30 of the King County Charter and the county council may
483 need to act on such issues before comment from the regional committee.

484 J. Regional committee governed by King County Charter, King County Code,
485 other rules and procedures. The regional committee is governed by the King County
486 Charter, the King County Code and, except to the extent expressly provided otherwise, the
487 rules and procedures established for standing and special committees in this chapter.

488 K. Role of regional committees.

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

497 2. The regional transit committee shall develop, review and recommend
498 countywide policies and plans related to the transportation services formerly provided by
499 the municipality of metropolitan Seattle. Plans and policies that must be assigned to the
500 committee include, but are not limited to, the long-range transit system and capital
501 improvement plans, service design, development and allocation policies, financial policies,
502 fare policies, facility siting policy and major facilities siting process, and review and

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503 comment upon Regional Transit Authority plans.

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

510 4. The regional policies committee shall review and recommend regional policies
511 and plans, other than transit and water quality plans, that are within the subject matter area
512 for the committee. Also, the committee may develop proposed policies and plans on issues
513 of countywide significance but, unless referred to the committee by the county council, the
514 policies and plans are not subject to the procedural requirements of Section 270.30 of the
515 King County Charter. Issues that may be referred to the committee or be the subject of the
516 committee's policy development include, but are not limited to, public health, human
517 services, open space, housing, solid waste management, regional services financial policies,
518 criminal justice, jails and district court services, and regional facilities siting. In addition,
519 the regional policies committee may consider major regional governance transition and
520 consolidation issues, particularly those involving potential changes in organization and
521 responsibilities with other county, city or regional organizations.

522 L. Policies or plans proposed by regional committees. A regional committee may
523 develop and propose directly to the council, an ordinance or motion adopting, amending or
524 repealing a countywide policy or plan regarding regional transit, water quality or other
525 countywide policies and plans within the subject matter area of the committee. The

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526 proposals must be approved by a majority of the committee members present and voting,
527 with no fewer than three and one-half affirmative votes. For purposes of this subsection,
528 "the subject matter area" of the regional policies committee includes matters in the
529 committee's adopted work program. Within one hundred twenty days of introduction by
530 the committee, the council or a standing committee shall consider the proposed legislation
531 and take such action on the proposed legislation as the council or standing committee
532 deems appropriate, including approval, rejection, amendment and rereferral, postponement
533 or any other action of record during a council or standing committee meeting. Within five
534 calendar days following council or standing committee action, the clerk of the council or
535 the standing committee shall notify the vice-chair of the committee of the action taken. If
536 the council amends the proposed legislation, the procedures described in subsection H. of
537 this rule shall be followed, except that the council's duty to act on the legislation under
538 subsection H.3. of this rule shall be satisfied by approval, rejection, amendment and
539 rereferral, postponement or any other action of record taken during a council or standing
540 committee meeting within sixty days following receipt of the legislation from the regional
541 committee.

542 M. Meetings to assist regional committees. To assist each regional committee in
543 evaluating countywide policies and plans, the committee may conduct public meetings and
544 hearings and request briefings and other information from citizens, county, state and local
545 agencies, business entities and other organizations.

546 SECTION 7. Ordinance 11683, Section 9, as amended, and K.C.C. 1.24.085 are
547 hereby amended to read as follows:

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

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549 A. All legislative proposals submitted to the King County council by the executive
550 shall be accompanied by a completed Legislative Review Form in the form of Attachment
551 A to Ordinance 17666, dated July 25, 2013, or as amended from time to time. In addition,
552 all legislative proposals involving the collective bargaining or appropriations ordinances
553 limited solely to the costs associated with the implementation of collective bargaining shall
554 be accompanied by a summary of the legislation that includes the current costs and five-
555 year implementation costs as well as changes to working conditions and any other
556 substantive changes compared to prior agreements.

557 B. Upon the electronic receipt of proposed legislation from the executive, the
558 sheriff, the assessor, the presiding judge, the prosecuting attorney, the director of elections
559 or a councilmember, the clerk of the council shall assign a proposed number to the
560 legislation. The clerk may make formatting and nonsubstantive revisions in form and style
561 to proposed legislation before first reading and shall indicate on the revised legislation that
562 the legislation is revised by the clerk and the date of the revision.

563 C. Upon electronically filing with the clerk of the council (~~(of either a signature of~~
564 ~~at least one member of the council or electronic))~~ sponsorship of legislation, by at least one
565 councilmember in a form prescribed by the clerk of the council, or upon receipt by the
566 council of a proposed ordinance submitted as an institutional initiative under Section
567 230.50.10 of the King County Charter, the proposed legislation is introduced and must be
568 placed on the agenda for first reading and referral. Receipt of an institutional initiative may
569 be received in paper form or electronically. Legislation may be introduced with the title
570 only, but the text of the legislation must be filed with the clerk by first reading. In
571 accordance with Rule 2.E., K.C.C. 1.24.015.E., the chair of the council shall refer both the

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572 title and the subsequently filed text of the legislation to committee if the legislation was
573 introduced with the title only. If the text of the legislation is not timely filed, the legislation
574 is to be removed from the agenda and is not to be referred to committee.

575 D. A member may add the member's own name to sponsorship of legislation at
576 any time before passage of the legislation by electronically informing the clerk of the
577 council (~~(in writing)~~). The first member listed on the first introduction slip filed for
578 legislation may not remove that member's own name from sponsorship of the legislation.
579 However, any other sponsor of legislation may remove that sponsor's own name from
580 sponsorship of the legislation by electronically informing the clerk of the council (~~(in~~
581 ~~writing)~~)).

582 E. First reading of legislation shall consist of either:

583 1. Printing the number and title of the proposed legislation on the published
584 agenda; or

585 2. Adding the proposed legislation to the agenda under Rule 5, K.C.C.
586 1.24.045.B.2. or 3. and including this information in the council's minutes.

587 F. After the first reading, proposed legislation must be referred to an appropriate
588 committee or committees by the chair of the council, except for motions confirming
589 executive reappointments to boards or commissions, which may be referred directly to a
590 council consent agenda, or legislation related to collective bargaining, including
591 appropriation ordinances limited solely to the costs associated with implementation of a
592 collective bargaining agreement. Proposed legislation referred to more than one committee
593 must be considered consecutively by the committees in the order set forth on the marked
594 published agenda or as specified by the chair during the meeting and reflected in the

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595 council's minutes.

596 G. Upon being reported out of committee with a recommendation (~~(signed by a~~
597 ~~majority of the committee)~~), proposed legislation must be placed upon an agenda for
598 appropriate action, after consideration of public hearing notice requirements, one week
599 after the Wednesday after the committee meeting, unless the committee chair decides and
600 states on the record at the committee meeting that the item be placed on the next council
601 agenda. The clerk of the council may make formatting and nonsubstantive revisions in
602 form to proposed legislation after the legislation is reported out of the committee and
603 before the legislation is placed on the agenda for second reading and shall indicate on the
604 revised legislation that the legislation is revised by the clerk and the date of the revision.

605 H. Proposed legislation related to collective bargaining, including appropriation
606 ordinances limited solely to the costs associated with implementation of collective
607 bargaining agreements must be placed on the agenda for appropriate action, after
608 consideration of public hearing notice requirements, one week after its first reading.

609 SECTION 8. Ordinance 11683, Section 16, as amended, and K.C.C. 1.24.155 are
610 hereby amended to read as follows:

611 **Rule 16: Amendments.** A member may sponsor amendments to proposed
612 legislation for consideration by the council or a standing committee, in accordance with the
613 following:

614 A. The clerk of the council shall establish the proper form for an amendment.

615 Except as provided in subsection (~~(F-)~~) G. of this rule, an amendment must:

- 616 1. Be in writing;
- 617 2. Bear the name of the member who sponsors it as well as the page and line
-

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618 number of the proposed legislation to be amended; and

619 3. Be electronically distributed to each member at the time the legislation is

620 before the council or standing committee((-));

621 B. (~~As a courtesy to the clerk, amendments should be filed one-half hour before~~

622 ~~the beginning of the council meeting.~~

623 C.)) An amendment to proposed legislation may not change the scope and object of

624 the proposed legislation. An amendment must be germane and must embrace the single

625 subject contained within the proposed legislation((-));

626 C. For amendments to be drafted by legislative services staff, and reviewed by

627 clerk of the council staff and legal counsel, members shall provide direction to staff to draft

628 amendments in accordance with the following deadlines:

629 1. For standing committees:

630 a. Except as otherwise provided in subsection C.1.d. of this rule, if a member

631 desires a striking amendment be prepared, the member shall provide such direction to staff

632 no later than the end of the fifth business day before the day the legislation is expected to

633 be considered by the council or a standing committee. For example, for legislation

634 expected to be considered at a Tuesday council or standing committee meeting, a member

635 shall provide direction to staff to prepare a striking amendment no later than the end of the

636 preceding Tuesday;

637 b. Except as otherwise provided in subsection C.1.d. of this rule, staff shall

638 prepare a striking amendment and the sponsor shall distribute the striking amendment to all

639 members of the council or standing committee no later than the end of the third business

640 day before the day the legislation will be considered. For example, for legislation expected

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641 to be considered at a Tuesday council or standing committee meeting, a striking
642 amendment shall be prepared and distributed no later than the end of the preceding
643 Thursday;

644 c. Except as otherwise provided in subsection C.1.d. of this rule, if a member if
645 desires a line amendment be prepared, the member shall provide such direction to staff no
646 later than the end of the second business day before the day that legislation is expected to
647 be considered by the council or a standing committee. For example, for legislation
648 expected to be considered at a Tuesday council or standing committee meeting, a member
649 shall provide direction to staff to draft a line amendment no later than the end of the
650 preceding Friday; and

651 d. The chair of the standing committee may select alternate deadlines for striking
652 amendments and line amendments, provided that such alternate deadlines are distributed to
653 all members of the council no later than the end of the day three business days after the date
654 of introduction and referral of the legislation;

655 2. For legislation that is referred to a regional committee in accordance with Rule
656 7, subsection D., K.C.C. 1.24.065.D., the chairs of such regional committee and the
657 standing committee shall jointly select alternate deadlines for striking amendments and line
658 amendments and shall distribute such alternate deadlines to all members of the regional
659 committee and the council no later than the end of the day three business days after the date
660 of introduction and referral of the legislation; and

661 3. For an amendment for which direction was not provided to staff in accordance
662 with the deadlines in subsection C.1. and 2. of this rule, during a meeting at which the
663 legislation is being considered;

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664 a. A member may make a motion in accordance with subsection H. of this rule; or
665 b. A member may make a written or oral motion describing the amendment's
666 concept and calling for a written amendment to be considered. The chair shall call for a
667 vote on the amendment concept and if the motion passes by a majority of the members
668 present, the chair shall recess the meeting so that staff may prepare and distribute a written
669 amendment to all members of the body;

670 D. As a courtesy to the clerk, amendments should be electronically filed with the
671 clerk by 10:00 a.m. the day of the council meeting;

672 E.1. For the purposes of this subsection ((D)) E.:

673 a. "line amendment" means an amendment that either adds or deletes, or both,
674 material in a specified portion of legislation. A "specified portion of legislation" includes
675 either or both the legislation's body and any substantive attachment incorporated as part of
676 the legislation; and

677 b. "striking amendment" means an amendment that deletes the entire text of
678 legislation and inserts new language.

679 2. Striking amendments should be considered before any line amendments. If a
680 striking amendment is moved, all line amendments to the striking amendment, including
681 amendments to the attachment, must be approved or rejected before the striking
682 amendment is approved or rejected.

683 3. Line amendments should be considered section by section with perfecting
684 amendments considered first.

685 4. Only one amendment and one amendment to the amendment are permitted at a
686 time, but any number of each may be moved in succession if a question already decided is

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687 not raised again.

688 5. Title amendments must be considered after the amendments to the proposed

689 legislation~~((-))~~;

690 ~~((E.))~~ F.1. Substitute legislation may only come before the council after

691 consideration by a standing committee. A member may demand a vote on the question of

692 whether the committee substitute is to be substituted for the original proposed legislation.

693 A substitute ordinance must be within the scope and object of the original proposed

694 ordinance.

695 2. A member may move proposed substitute legislation for a standing committee's

696 consideration, but a member may demand a vote on the question of whether the standing

697 committee is to consider the original legislation rather than the proposed substitute

698 legislation. A proposed substitute ordinance must be within the scope and object of the

699 original proposed ordinance~~((-))~~;

700 ~~((F.))~~ G. In accordance with Rule 14.A, K.C.C. 1.24.135.A, proposed legislation on

701 the consent agenda is not subject to amendment except as recommended in the committee

702 report~~((-))~~; and

703 ~~((G.))~~ H. To promote efficiency, the council chair, or the chair of a standing

704 committee at the committee's meeting, may accept for consideration an oral amendment

705 that is easily understood.

706 SECTION 9. Ordinance 11683, Section 23, as amended, and K.C.C. 1.24.225 are

707 hereby amended to read as follows:

708 **Rule 23: Lapse and reintroduction of legislation.** Proposed legislation that is

709 not passed or defeated on a vote on final passage at a council meeting before the end of the

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710 calendar year lapses if not introduced, reintroduced or passed or defeated on a vote on final
711 passage at a council meeting by February 1 of the next year. Legislation is reintroduced by
712 electronically filing a reintroduction slip with the clerk of the council. Reintroduced
713 legislation keeps the same number assigned to the legislation originally.

714 NEW SECTION. SECTION 10. There is hereby added to K.C.C. 1.24 a new
715 section to read as follows:

716 **Rule 25.1: Archival record for legislative files.**

717 A. The archival record for all legislative files is the version saved to the county's
718 records repository, Content Manager, or its successor.

719 B. The clerk of the council is the manager of the archival record for all legislative
720 files.

721 C. When the King County Code requires a paper copy be transmitted to the
722 council, the clerk is authorized to accept only an electronic copy.

723 SECTION 11. Ordinance 11683, Section 31, as amended, and K.C.C. 1.24.305 are
724 hereby amended to read as follows:

725 **Rule 31: Legal signature.** An official document issued by order of the council
726 must be signed by the chair or in the chair's absence the vice-chair as provided in Rule 3,
727 K.C.C. 1.24.025, and attested by the clerk of the council or acting clerk of the council,
728 except as otherwise provided by the King County Charter. Electronic signatures may be
729 used to satisfy this Rule 31, K.C.C. 1.24.305.

730 SECTION 12. The county council finds as a fact and declares that an emergency

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731 exists and that this ordinance is necessary for the immediate preservation of public peace,
732 health or safety or for the support of county government and its existing public institutions.
733

Ordinance 19221 was introduced on 1/5/2021 and passed as amended by the Metropolitan King County Council on 1/5/2021, by the following vote:

Yes: 9 - Ms. Balducci, Mr. Dembowski, Mr. Dunn, Ms. Kohl-Welles, Ms. Lambert, Mr. McDermott, Mr. Upthegrove, Mr. von Reichbauer and Mr. Zahilay

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON

DocuSigned by:

Claudia Balducci

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Claudia Balducci, Chair

ATTEST:

DocuSigned by:

Melani Pedroza

8DE1BB375AD3422...

Melani Pedroza, Clerk of the Council

Attachments: None

Certificate Of Completion

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 claudia.balducci@kingcounty.gov
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Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	1/13/2021 10:30:53 AM
Certified Delivered	Security Checked	1/13/2021 12:11:53 PM
Signing Complete	Security Checked	1/13/2021 12:12:09 PM
Completed	Security Checked	1/13/2021 12:12:09 PM

Payment Events	Status	Timestamps
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