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Title: AN ORDINANCE relating to council rules and order of business; amending Ordinance 11683, Section 1, as amended, and K.C.C. 1.24.005, Ordinance 11683, Section 4, as amended, and K.C.C. 1.24.035, Ordinance 11683, Section 5, as amended, and K.C.C. 1.24.045, Ordinance 11683, Section 6, as amended, and K.C.C. 1.24.055, Ordinance 11683, Section 9, as amended, and K.C.C. 1.24.085, Ordinance 11683, Section 15, as amended, and K.C.C. 1.24.145 and Ordinance 11683, Section 16, as amended, and K.C.C. 1.24.155; and declaring an emergency.

Sponsors: Claudia Balducci

Indexes: Council, Reorganization

Code sections: 1.24.005 -, 1.24.035 -, 1.24.045 -, 1.24.055 -, 1.24.085 -, 1.24.145 -, 1.24.155 -

Attachments: 1. Ordinance 19385, 2. 2022-0016 Amendment 1

Date	Ver.	Action By	Action	Result
1/11/2022	1	Metropolitan King County Council	Passed as Amended	Pass

AN ORDINANCE relating to council rules and order of business; amending Ordinance 11683, Section 1, as amended, and K.C.C. 1.24.005, Ordinance 11683, Section 4, as amended, and K.C.C. 1.24.035, Ordinance 11683, Section 5, as amended, and K.C.C. 1.24.045, Ordinance 11683, Section 6, as amended, and K.C.C. 1.24.055, Ordinance 11683, Section 9, as amended, and K.C.C. 1.24.085, Ordinance 11683, Section 15, as amended, and K.C.C. 1.24.145 and Ordinance 11683, Section 16, as amended, and K.C.C. 1.24.155; and declaring an emergency.

BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

SECTION 1. Findings:

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

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

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

D. Because the council is reorganizing the council and its committees by Motion XXXXX (Proposed Motion 2022-0017), effective January 11, 2022, including modifying committees, committee chair and vice-chair positions and duties, this ordinance must be enacted as an emergency ordinance in order to be effective and ensure that the regular meeting times of the council's committees are effective contemporaneously with the reorganization of the council.

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

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

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

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

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

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

E. "Regional committee" means a regional committee established under Section 270 of the King County Charter.

F. "Special committee" means a committee that goes out of existence as soon as it has completed a specified task.

G. "Standing committee" means a committee, excluding regional committees, composed exclusively of councilmembers created by the council and given the task of reviewing legislation.

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

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

Rule 4: Meetings.

A.1.a. Except as otherwise provided in this subsection, the time of regular meetings of the council is 1:00 p.m. on the first, second, third and fourth Tuesdays of each month~~((; the time of work sessions is 12:30 p.m. on the second and fourth Tuesdays of each month))~~. However, the regular meetings of the council shall not take place: from ~~((April 12, 2021, through April 16, 2021; from August 2, 2021, through August 13, 2021; and from December 15, 2021, through January 3, 2022))~~ April 11, 2022, through April 15, 2022; from August 1, 2022, through August 12, 2022; and from December 14, 2022, through January 2, 2023. All regular or special meetings of council committees shall be regular or special council meetings, in accordance with subsection F. of this rule.

b. A special committee meeting may not be called without the prior written consent of the council chair or the consent of a majority of the members of the committee. This subsection A.1.b. does not apply to special meetings of the budget and fiscal management committee for purposes of considering the county

executive's biennial budget proposal, which shall be called by the chair of the budget and fiscal management committee.

2.a. All regular meetings of the King County council and the council's committees, except for employment and administration committee meetings (~~((and work sessions of the council))~~), shall be held in the council chambers on the tenth floor of the King County Courthouse in Seattle, Washington. All regular meetings of the employment and administration committee meetings (~~((and work sessions of the council))~~) shall be held in the southwest conference room on the twelfth floor of the King County Courthouse in Seattle, Washington.

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

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

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

b. Committee of the whole: the first and third Wednesdays of each month at 9:30 a.m.;

c. Employment and administration committee: the fourth Tuesday of each month at 1:30 p.m.;

d. Government accountability and oversight committee: the second Tuesday of each month at 9:30 a.m.;

e. Law, justice, health and human services committee: the first Tuesday of each month at 9:30 a.m.;

f. Local services and land use committee: the fourth Tuesday of each month at 9:30 a.m.;

g. (~~((Mobility and environment committee: the fourth Wednesday of each month at 9:30 a.m.;~~

~~h.~~) Regional policy committee: the second Wednesday of each month at 3:00 p.m.;

~~((i.))~~ h. Regional transit committee: the third Wednesday of each month at 3:00 p.m.; ~~((and))~~

~~((j.))~~ i. Regional water quality committee: the first Wednesday of each month at 3:00 p.m.; and

j. Transportation, economy and environment committee: the third Tuesday of each month at 9:30

a.m.

2. The regular meetings of the committees shall not take place during the times when the council meeting does not take place, as prescribed in subsection A. of this rule.

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

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

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

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

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

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

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

- a. only those members who serve on the committee have the right to exercise parliamentary rights in the meeting, including, but not limited to, raising points of order, making motions and voting;
- b. attendance shall be recorded only for members serving on the committee, and the quorum for the meeting shall be the committee quorum; and
- c. committee meetings shall be chaired by the committee chair.

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

Rule 5: Agenda.

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

1. Roll call;
2. Flag salute and Pledge of Allegiance, the leading of which must be offered by a member of the council and which must rotate among all members of the council;
3. Approval of minutes;
4. Additions to the council agenda;
5. Special items;
6. General public comment when scheduled in accordance with Rule 10, K.C.C. 1.24.095;
7. Hearing and second reading of ordinances from standing committees and regional committees, and of ordinances related to collective bargaining;
8. First reading of and action on emergency ordinances without referral to committee;
9. Consent agenda on hearing examiner recommendations;

10. Motions, from standing committees, ~~((and))~~ regional committees and motions related to collective bargaining, for council action;

11. Other reports and recommended actions from the employment and administration committee;

12. First reading of and action on motions without referral to committee;

~~((12.))~~ 13. Consent agenda on reappointments to boards and commissions;

~~((13. Consent agenda on reports and recommended actions from the employment and administration committee;~~

~~14. Other reports and recommended actions from the employment and administration committee;~~

~~15.))~~ 14. First reading and referral of ordinances;

~~((16.))~~ 15. First reading and referral of motions;

~~((17.))~~ 16. Reports from members serving on special and outside committees;

~~((18.))~~ 17. Extra items;

~~((19.))~~ 18. Messages from the county executive and other county officials, the judiciary, the regional committees and other agencies;

~~((20.))~~ 19. Other business; and

~~((21.))~~ 20. Adjournment.

B. Legislation or other items for placement on the council meeting agenda must be submitted electronically to the clerk of the council by 10:00 a.m. Thursday of the week before the next scheduled meeting, except that:

1. If directed by the chair, the clerk may place an item on the council agenda with a note that the item is contingent on being voted out of committee before the council meeting; ~~((and))~~

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

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

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

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

b. legislation, together with an introduction slip from the sponsor, (~~(should)~~) must be electronically delivered to the clerk (~~(before the beginning)~~) by 10:00 a.m. on the day of the council meeting; and

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

3. Upon receipt of the legislation delivered to the clerk under subsection B.2.b. of this rule, the clerk shall expeditiously electronically distribute the legislation to all members, the chief of staff, chief legal counsel and the chief policy officer.

~~((D.))~~ C. The chair shall notify the members present of proposed changes to the agenda. If two members object to a change, a majority of the members present shall decide whether to change the agenda.

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

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

A. A majority of a committee constitutes a quorum. A committee is considered to have a quorum present unless the question is raised by a member of the committee. If a member objects to proceeding because of the lack of a quorum, the committee may not conduct official business, except to conduct a hearing. The appointment or use of alternate members is not allowed for a standing committee. Any member of the council may attend and participate in any committee meeting by asking questions and offering comments on any matter before the committee. Only members of the committee may exercise parliamentary rights in the committee,

including, but not limited to, raising points of order, making motions and voting;

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

~~C.1. ((A vote to report a piece of legislation out of committee must be taken by the "ayes" and "nos," with the committee clerk recording on the vote roll call form the recommendation, the names of the members voting for and against the recommendation, as well as the names of the members excused. On any matter, including but not limited to an amendment, a vote must be taken by oral roll call if requested by a member of the committee. A standing committee may not vote by secret ballot on an issue. Each vote roll call form must be preserved as prescribed by the clerk of the council.~~

~~2.))~~ Except for a regional committee, ((L)) legislation may be reported out of committee by less than a quorum of the committee, subject to the provisions of subsections C.2. and C.3. of this rule, unless a member present requests a vote on the recommendation by a quorum of the committee. If a member so requests, the legislation may not be reported out of the committee at that meeting without an affirmative vote by a majority of the quorum of the committee.

~~((3.))~~ 2. The committee's recommendation on a piece of legislation reported out of committee by less than a quorum of the committee is not effective unless a majority of the committee members support the recommendation as evidenced either by an affirmative vote at the committee meeting or, if the member were excused, ~~((by the member electronically notifying the committee clerk, by the end of the day of the committee meeting, of the member's vote in support of the recommendation))~~ in accordance with subsection C.3. of this rule.

3. If a member is excused, the member may electronically notify the committee clerk, by the end of the day of the committee meeting, of the member's vote in support of the recommendation;

D. Legislation must be reported to the council from a standing committee with one of the following recommendations:

1. Do pass;
2. Do pass -- consent;
3. Do pass substitute;
4. Do pass substitute -- consent;
5. Do not pass;
6. Postpone indefinitely;
7. Pass out of committee with no recommendation; or
8. Refer to another committee;

E. For each piece of legislation voted on in committee, the committee clerk shall prepare a vote roll call form, as prescribed by the clerk of the council, that shall record the recommendation of the committee, and shall include the type and number of the legislation, the version of the legislation, number of the "ayes" and "nos," and the names of the members voting for and against, as well as the names of the members excused. Each vote roll call form must be preserved as prescribed by the clerk of the council. On any matter, including but not limited to an amendment, a vote must be taken by oral roll call if requested by a member of the committee. A standing committee may not vote by secret ballot on an issue;

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

G.1. The chair of the committee shall set the agenda for the committee, including whether and when to include on a specific agenda for action proposed legislation referred to the committee by the council chair.

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

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

H. Notice of a special meeting must be made in compliance with the Open Public Meetings Act of 1971, chapter 42.30 RCW. A special meeting may be called only when:

1. There is time-sensitive legislation or information that cannot be presented and considered in the ordinary committee meeting schedule;
2. A joint meeting of two or more committees is necessary to consider a matter; or
3. An unusual and extreme workload of a committee does not allow its full consideration during the ordinary committee meeting schedule; and

I. A committee may not recess a meeting for longer than eight hours unless consent is given consistent with Rule 6.G., K.C.C. 1.24.055.G. Such a recess constitutes a special meeting solely for the purpose of counting the six discretionary special meetings provided for in this rule. If recess is until the next day but less than twenty-four hours, then the maximum possible notice must be given. If recess is for greater than twenty-four hours, then at least twenty-four hours' notice must be given.

SECTION 6. Ordinance 11683, Section 9, as amended, and K.C.C. 1.24.085 are hereby amended to read as follows:

Rule 9: Introduction and initial consideration of proposed legislation.

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

compared to prior agreements.

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

C. Upon electronically filing with the clerk of the council sponsorship of legislation, by at least one councilmember in a form prescribed by the clerk of the council, or upon receipt by the council of a proposed ordinance submitted as an institutional initiative under Section 230.50.10 of the King County Charter, the proposed legislation is introduced and must be placed on the agenda for first reading and referral. Receipt of an institutional initiative may be received in paper form or electronically. Legislation may be introduced with the title only, but the text of the legislation must be filed with the clerk by first reading. In accordance with Rule 2.E., K.C.C. 1.24.015.E., the chair of the council shall refer both the title and the subsequently filed text of the legislation to committee if the legislation was introduced with the title only. If the text of the legislation is not timely filed, the legislation is to be removed from the agenda and is not to be referred to committee.

D. A member may add the member's own name to sponsorship of legislation at any time before passage of the legislation by electronically informing the clerk of the council. The first member listed on the first introduction slip filed for legislation may not remove that member's own name from sponsorship of the legislation. However, any other sponsor of legislation may remove that sponsor's own name from sponsorship of the legislation by electronically informing the clerk of the council.

E. First reading of legislation shall consist of either:

1. Printing the number and title of the proposed legislation on the published agenda; or
2. Adding the proposed legislation to the agenda under Rule 5, K.C.C. 1.24.045.B.2. or 3. and

including this information in the council's minutes.

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

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

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

SECTION 7. Ordinance 11683, Section 15, as amended, and K.C.C. 1.24.145 are hereby amended to read as follows:

Rule 15: Quorum and voting - standard, emergencies.

A. The requirements for a quorum of a standing committee are prescribed in Rule 6A, K.C.C.

1.24.055.A. The requirements for a quorum of a regional committee are prescribed in Rule 7, K.C.C. 1.24.065.

B.1. Five members constitute a quorum of the county council, except as provided in subsection B.2. of

this ~~((section))~~ rule. If there is a lack of a quorum, the chair shall request the clerk of the council to call members so as to constitute a quorum. Unless otherwise required by the King County Charter, a vote of the majority of those present is necessary for the conduct of council business.

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

3. Members participating by telephone or other electronic means as allowed under subsection C. of this ~~((section))~~ rule are present for quorum purposes. The clerk of the council, in consultation with the chair, shall establish authentication and operating procedures, which must comply with all state and county laws regarding open public meetings. It shall be noted in the minutes when members participate by telephone or other electronic means.

C.1. Members may participate and vote in meetings of standing and regional committees of which they are members and in meetings of the full council by telephone or other electronic means ~~((under the following circumstances:~~

~~a. any regular meeting convened during the time period specified by the chair for the council's annual trip to Washington, D.C., to confer with federal officials and members of Congress on matters affecting the county;~~

~~b. under any circumstances up to five times per calendar year per councilmember; and~~

~~c. under circumstances constituting good cause, which include:~~

~~i. an emergency, as defined in K.C.C. 12.52.010;~~

~~ii. special meetings convened during the dates in Rule 4.A., K.C.C. 1.24.035.A., when the regular meetings of the council shall not take place; or~~

~~iii. urgent circumstances as defined in subsection C.5. of this section, if the member's attendance is approved in accordance with subsection C.2. of this section)).~~

2. A member wishing to participate and vote in a full council or standing committee meeting by telephone or other electronic means under subsection C.1.b.iii. of this ((~~section~~)) rule shall use the following process:

a. The member shall declare orally or in writing to the chair of the meeting that the member requests to participate and vote by telephone or other electronic means because of urgent circumstances;

b. After receiving the request from the member, the chair shall promptly approve or deny the request and so inform the member, who may accept the chair's ruling or appeal the chair's ruling to the members present at the meeting; and

c. Reversal of the chair's ruling requires an affirmative vote of a two-thirds majority of the members present at the meeting. For a full council meeting, reversal of the chair's ruling also requires that a quorum be present.

3. In notifying the meeting chair of the member's intent or request to participate and vote by telephone or other electronic means under this subsection C., the member shall specify the specific provision of this subsection C. on which the member is relying.

4. To facilitate connection to the broadcasting system, notices or requests for participation by telephone or other electronic means should be made half an hour in advance of the meeting when possible, and the member should promptly inform the clerk of the meeting of the notice or request. When participating by telephone or other electronic means, the member shall speak audibly so that the public can hear the discussion and voting process.

5. For the purposes of this subsection C., "urgent circumstances" means when a member experiences

one or more of the following:

- a. inclement weather, such as a flood alert or snow in the member's district, that results in circumstances that make it unsafe for the member to attend the meeting; and
- b. the member or an immediate family member, as "immediate family" is defined in K.C.C. 3.12.010, has a medically-related issue or other urgent need for assistance, including without limitation the death of an immediate family member, that makes it difficult for the member to attend the meeting.

D. There may not be voting by proxy on a question before the council. A member who is in the council chambers or present via telephone or other electronic means when the question is put shall vote unless excused by the council for special reasons. A motion to excuse a member must be made before the call for "ayes" and "nos" is commenced.

E. A vote before the council must be recorded as to the "ayes" and "nos." Upon the final passage of legislation before the council, the vote must be taken by oral roll call. On any other matter, the vote must be taken by oral roll call if requested by at least one member. When once begun, the roll call may not be interrupted. The order of names on the roll call must be alphabetical by last name except for the chair, who votes last when the "ayes" and "nos" are called.

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

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

A. The clerk of the council shall establish the proper form for an amendment. Except as provided in subsection ~~((G.))~~ H. of this rule, an amendment must:

- 1. Be in writing;
- 2. Bear the name of the member who sponsors it as well as the page and line number of the proposed legislation to be amended; and

3. Be electronically distributed to each member at the time the legislation is before the council or standing committee;

B. An amendment to proposed legislation may not change the scope and object of the proposed legislation. An amendment must be germane and must embrace the single subject contained within the proposed legislation;

C. Except as otherwise provided in this rule, ~~((F))~~for amendments to be drafted by legislative services staff, and reviewed by clerk of the council staff and legal counsel, members shall provide direction to staff to draft amendments in accordance with the following deadlines:

1. For standing committees and the council:

a. Except as otherwise provided in subsection C.1.d. of this rule, if a member desires a striking amendment be prepared, the member shall provide such direction to staff no later than the end of the fifth business day before the day the legislation is expected to be considered by the council or a standing committee. For example, for legislation expected to be considered at a Tuesday council or standing committee meeting, a member shall provide direction to staff to prepare a striking amendment no later than the end of the preceding Tuesday;

b. Except as otherwise provided in subsection C.1.d. of this rule, staff shall prepare a striking amendment and the sponsor shall distribute the striking amendment to all members of the council or standing committee no later than the end of the third business day before the day the legislation will be considered. For example, for legislation expected to be considered at a Tuesday council or standing committee meeting, a striking amendment shall be prepared and distributed no later than the end of the preceding Thursday;

c. Except as otherwise provided in subsection C.1.d. of this rule, if a member ~~((if))~~ desires a line amendment be prepared, the member shall provide such direction to staff no later than the end of the second business day before the day that legislation is expected to be considered by the council or a standing committee. For example, for legislation expected to be considered at a Tuesday council or standing committee

meeting, a member shall provide direction to staff to draft a line amendment no later than the end of the preceding Friday; and

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

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

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

a. ~~A member may make a motion in accordance with subsection H. of this rule; or~~

b. ~~A member may make a written or oral motion describing the amendment's concept and calling for a written amendment to be considered. The chair shall call for a vote on the amendment concept and if the motion passes by a majority of the members present, the chair shall recess the meeting so that staff may prepare and distribute a written amendment to all members of the body)) During a meeting and while the legislation is being considered, if a member proposes an amendment concept for which no amendment has been written and the chair determines:~~

a. it is appropriate to be considered as an oral amendment, subsection H. of this rule shall apply; or

b. that the amendment concept is too complex for consideration as an oral amendment, the chair may direct that a written amendment be prepared by legislative staff. If a written amendment is prepared, it shall be considered before the committee's vote on recommending the legislation or the council considering the legislation on final passage; and

4. To promote efficiency:

a. If the chair of a standing committee desires to change the deadlines established in subsection C.1. of this rule, that chair, in consultation with legislative services staff, shall establish a new schedule of deadlines and expeditiously distribute such schedule to all members of the committee; and

b. If the chairs of a regional committee and a standing committee jointly desire to change the deadlines established in subsection C.2. of this rule, such chairs, in consultation with legislative services staff, shall establish a new schedule of deadlines and expeditiously distribute such schedule to all members of the regional committee and the council;

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

E.1. For the purposes of this subsection E.:

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

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

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

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

4. Only one amendment and one amendment to the amendment are permitted at a time, but any number of each may be moved in succession if a question already decided is not raised again.

5. Title amendments must be considered after the amendments to the proposed legislation;

F.1. Substitute legislation may only come before the council after consideration by a standing committee. A member may demand a vote on the question of whether the committee substitute is to be substituted for the original proposed legislation. A substitute ordinance must be within the scope and object of the original proposed ordinance.

2. A member may move proposed substitute legislation for a standing committee's consideration, but a member may demand a vote on the question of whether the standing committee is to consider the original legislation rather than the proposed substitute legislation. A proposed substitute ordinance must be within the scope and object of the original proposed ordinance;

G. In accordance with Rule 14.A, K.C.C. 1.24.135.A, proposed legislation on the consent agenda is not subject to amendment except as recommended in the committee report; and

H. To promote efficiency, the council chair, or the chair of a ((standing)) committee at the committee's meeting, may accept for consideration an oral amendment that is easily understood.

SECTION 9. The county council finds as a fact and declares that an emergency exists and that this ordinance is necessary for the immediate preservation of public peace, health or safety or for the support of county government and its existing public institutions.