



City of Redmond

15670 NE 85th Street
Redmond, WA

Memorandum

Date: 9/19/2023
Meeting of: City Council

File No. AM No. 23-129
Type: Consent Item

TO: Members of the City Council
FROM: Mayor Angela Birney
DEPARTMENT DIRECTOR CONTACT(S):

Executive	Malisa Files	425-556-2166
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DEPARTMENT STAFF:

N/A	N/A	N/A
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TITLE:

Approval of an Amendment to the Council Rules of Procedure Adjusting the Public Comment Time

OVERVIEW STATEMENT:

At the July 11, 2023 Study Session, the Members of the Council discussed "Items from the Audience Policy and Procedure Review". During the meeting the Council expressed the desire to update the Council Rules of Procedure to adjust the public comment speaking time from four minutes to three minutes.

☐ **Additional Background Information/Description of Proposal Attached**

REQUESTED ACTION:

☐ **Receive Information** ☐ **Provide Direction** ☒ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
N/A
- **Required:**
Amendments to the Council Rules of Procedure requires a majority vote of the City Council.
- **Council Request:**
Council discussed this change on July 11, 2023.
- **Other Key Facts:**
N/A

OUTCOMES:

This amendment to the Council's Rules of Procedure will change the public comment time during Items from the Audience and public hearings to three minutes per person. The effected sections of the Rules of Procedure are F.3, J.4

and K.1 (see Attachment A).

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
N/A
- **Outreach Methods and Results:**
N/A
- **Feedback Summary:**
N/A

BUDGET IMPACT:

Total Cost:
N/A

Approved in current biennial budget: ☐ Yes ☐ No ☒ N/A

Budget Offer Number:
N/A

Budget Priority:
Strategic and Responsive

Other budget impacts or additional costs: ☐ Yes ☐ No ☒ N/A
If yes, explain:
N/A

Funding source(s):
N/A

Budget/Funding Constraints:
N/A

☐ **Additional budget details attached**

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
7/11/2023	Study Session	Provide Direction

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
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N/A	None proposed at this time	N/A
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Time Constraints:

There are no time constraints on changing the public comment speaking time.

ANTICIPATED RESULT IF NOT APPROVED:

Public comment time will stay at four minutes per person.

ATTACHMENTS:

Attachment A: Council Rules of Procedure Amendment