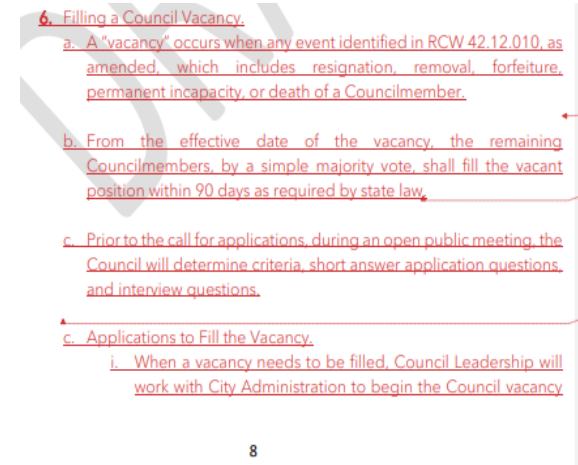


Item	Topic	Reasons for Change	Snapshot	Questions	Decisions
1	Vacancy Process	• Reflect on how we recently addressed a Council vacancy and document rules of procedure for future vacancies • The proposed rules are a starting point for discussion and are expected to change after study session	Chapter 3, Section A (Subsection 6), Pages 8-11:  6. Filling a Council Vacancy. a. A "vacancy" occurs when any event identified in RCW 42.12.010, as amended, which includes resignation, removal, forfeiture, permanent incapacity, or death of a Councilmember. b. From the effective date of the vacancy, the remaining Councilmembers, by a simple majority vote, shall fill the vacant position within 90 days as required by state law. c. Prior to the call for applications, during an open public meeting, the Council will determine criteria, short answer application questions, and interview questions. 7. Applications to Fill the Vacancy. a. When a vacancy needs to be filled, Council Leadership will work with City Administration to begin the Council vacancy process. 8	Discussion questions: • What worked well in the recent process? • What did we learn through the recent process that we'd like to integrate for the future? • What would we like to change about the process for next time? Council Questions: • Soni: Can we include the blind review of applications into the rules? • Forsythe: Section f states that an appointed Councilmember needs to vacate any other elected office. Is that true? ○ Answer: Only for other positions at the city, such as a commissioner who is appointed to the Council.	Feb 24 Study Session: • Add guidance regarding informational meetings with potential candidates; including the intent to refrain from those conversations once the application window has closed. Encourage participation in any official information sessions. • State preference for Council to receive applications in one batch following the close of the application window and conclusion of the residency verification process. • After consultation with staff, add a suggested minimum number of processing days between the close of applications and the intended delivery of application materials to Council. Allow the time needed for staff processing. • Change the language regarding vacating other public roles at the city to match state language. • Add a second voting option to suggest that rank choice voting also be considered. • Amend the number of applicants advancing to an interview to "the lesser of 1/3 or approximately 10 applicants."

2	Council Subcommittees	- Integrate the agreements made by Council last year about Council Subcommittees - Prepare everyone to participate with a common understanding of how they function.	Chapter 6, Sections A-F, Pages 32-33: VI. COUNCIL SUBCOMMITTEES A. Establishment and Scope The Council may periodically choose to establish a subcommittee to address a specific problem or policy topic. A subcommittee may be formed as a response to a policy proposal form, during a Council retreat, or as a follow-up to a study session. The subcommittee's charter must be established in open session with agreement from a majority of the Council. B. Membership 1. A subcommittee may have up to three Councilmembers. If more than three Councilmembers express interest in a particular subcommittee, Council Leadership is authorized to choose the members from among those interested. 2. If a subcommittee member is no longer able to participate, they must notify Council Leadership as soon as possible. 3. In order to abide by the Open Public Meetings Act, the subcommittee must report all of their work to date in open session before a new member can be appointed. C. Calling of Meetings The first meeting of any subcommittee shall be called to establish clarity for their work, initial staff questions, and appoint a subcommittee chair. The subcommittee chair shall preside over the meetings and take the lead role in the scheduling of the subcommittee with the legislative coordinator and other relevant staff. D. Meetings and Quorum The subcommittee shall determine their meeting schedule in partnership with any relevant staff. The Open Public Meetings Act does not apply to these meetings and do not have to be noticed to the public as long as: 1. the meetings do not include a quorum of the Redmond City Council; and 2. the subcommittee does not act on behalf of the full Council, conduct hearings, take testimony or public comment. 32	Discussion questions: - When do you propose a subcommittee vs just collaborating with less than a quorum of councilmembers on an issue? - Should there be a limit to the number of subcommittees?	Feb 24 Study Session: - Fix typo in section D part 2: “fulfil” → “fulfill” - Add language to section D that indicates that the subcommittee should conclude its charter and be sunset upon agreement by the Council.
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3	Clarify how to request and receive an excused absence	• Update the process to request and be granted an excused absence. • Adhere to shared agreements on communication and respect for our time • Have one uniform way to notify the team about absences for all meetings • Avoid last minute quorum concerns by staff and Council • Align rules of procedure and our practices on absences with state law and Redmond Municipal Code	Chapter 3, Section A (Sub. 3), Page 7-8: 3. Attendance of Members. All members are required to attend all regular meetings of the Council, unless otherwise noticed and excused by majority of the Council. <u>a. In order for a Councilmember to request an excused absence from any regular meeting, the Councilmember must notify the entire Council via email and copy the City Clerk. This notice shall be made at least 48 hours before the scheduled start time for the meeting or as soon as reasonably possible.</u> 7 <u>b. At the discretion of the meeting Chair, the Council vote on the excused absence may be taken by unanimous consent. Upon the objection of any Councilmember, a voice vote must be taken.</u> Chapter 5, Section H, Page 31: H- Absence of Members: Committee member absences are understood to be excused:	Council Questions: • Forsythe: Why are we removing the committee rule that “all absences are understood to be excused”? ○ Answer: The Clerk informed us that per our code (RMC 2.08.010) and state law Business Meetings, Study Sessions, and Committee of the Whole are all considered “regular meetings”. Therefore, to set standard expectations, we recommend having one process that applies to all types of regular meetings.	Feb 24 Study Session: • Add mayor and COO to communications regarding planned absences or remote attendance •
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4	Expectations for Remote Participation	- Confirm our intent to be a present and accountable Council, while also allowing for remote participation to be a resource when we need it - Deliver a high quality of service to our community by having an in-person presence as much as possible - Acknowledge that remote participation options have greatly improved since 2020 and that it is a strong accommodation when needed	Chapter 4, Section E, page 14: E. Meeting Participation via Teleconference, Video Conference, or Other Electronic Means 1. Council members may attend regular business meetings, special meetings, study sessions, and committee of the whole meetings by telephone, by video conference, or by other electronic means. <u>a. Councilmembers may attend regular meetings remotely up to two days per quarter unless otherwise approved by a vote of the Council.</u> <u>b. At the discretion of the meeting Chair, the Council vote on the request for remote attendance in excess of the two days per quarter may be taken by unanimous consent. Upon the objection of any Councilmember, a voice vote must be taken.</u> 2. <u>When possible, notice of attendance by telephone, video conference, or other electronic means must be provided to the City Clerk's Office and the presiding officer of the Council not less than forty-eight hours before the scheduled start time for the meeting or as soon as reasonably possible.</u> 3. At any meeting where a Council member is attending by telephone, video conference, or other electronic means, there shall be a device that allows the voice of the Council member on the to be heard by everyone present in the meeting room and that allows the Council member to identify himself or herself before speaking. <u>The Councilmember attending remotely should have their camera on a majority of the time during any remote attendance, unless not possible.</u> When possible, the Council member shall notify the others prior to disconnecting from the call, conference, or other communication medium. A Council member who is connected remotely shall be considered to be actually present at that meeting for the period of time so connected, and that presence shall count toward a quorum of the Council for all purposes. The quorum is reduced in number as the member disconnects from the meeting.	Questions from Councilmembers: - Forsythe: Is two days a quarter too limiting? What if circumstances arise out of our control, like getting sick? - Answer: These rule changes provide for councilmembers to request exceptions and has no limits on exceptions as long as it is approved by Council. It also includes notification being “as soon as reasonably possible” to allow for emergency situations.	Feb 24 Study Session: - Add mayor and COO to communications regarding planned absences or remote attendance - Change suggestion from 2 to 3 remote participations per quarter - Amend the camera suggestion to emphasize that cameras should especially be utilized during voting and when the remote participant is speaking. - Removed gendered language in section 3
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5	Items from the Audience: Welcoming first time testimony	- Following a couple of incidents in late 2025, the Clerk suggests the following solution in order to create a more welcoming experience for first time users of Items from the Audience - Allows us to address when the process is unclear for first time commenters and provide flexibility to ensure they can still speak to Council - Maintains standard procedures for other commenters that support fair and equal access to Public Comment time, while allowing for grace for new commenters	Chapter 4, Section K, Pages 24-26 and Section F (Subsection C), page 17: K. Public Participation 1. Anyone may address the City Council, during any regular business meeting, under the Items from the Audience section of the agenda. Such public comment must pertain to City Business. Anyone wishing to provide public comment must identify the matter of City Business they wish to comment upon on the sign-in sheet prior to providing public comment. City business is considered something germane to the ongoing and regular operations of the City and/or topics which would routinely involve the government of the City of Redmond. <u>When there is confusion with a member of the public who is new to speaking at the Council meeting, the Chair, or any Councilmember as a point of order, may ask the member of the public what their intent is, help them understand the norms, and may allow a one-time exception and allow them to speak at the end of the items from the audience list. The decision to allow an exemption is at the discretion of the Chair, whose decision may be overturned by a majority vote of the Council, per Robert's Rules of Order.</u> Public commenters may not provide any comments which would be considered incitement (comments where such advocacy is directed to inciting or producing imminent lawless action and is likely to incite or produce such action), fighting words (words likely to provoke the average person to retaliation, and thereby cause a breach of the peace), true threats (occur when the speaker "means to communicate a serious expression of an intent to commit an act of unlawful violence to a particular individual or group of individuals), obscenity (material which appeals to the prurient interest in sex, depict or describe sexual conduct in a patently offensive way, and lacks serious literary, artistic, political, or scientific value), or any other type of speech which is not legally protected speech under the First Amendment of the Constitution of the United States. The explanations provided are examples only and the true scope of those prohibited topics is based on then-current controlling law. If a commenter fails to directly associate their comments with City Business or such comments stray from the City Business initially identified on the sign-in sheet, or they speak to topics prohibited by these rules, the speaker will be provided one opportunity to correct the 24	Questions from Councilmembers: - Parsi: Will this change discourage people from speaking to the Council? - Answer: The goal of this change is to make it less intimidating for new people to speak to the Council. Items from the Audience is just one of many ways that community members can speak with the Council. This suggested change is designed to better accommodate first-time commenters who might not be familiar with the process. For example, when multiple speakers intend to share time. There is also a Public Meetings Participation Guide on Redmond.gov/Council .	Feb 24 Study Session: This amendment will not advance.
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6	Citation Fix: Recodification	• The City Attorney suggested that we list an updated RCW in our rules, which changed this year. • Change RCW 42.17A.555 to RCW 29B.45.010 to reflect a legislative recodification effective 1/1/26 • There are no substantive changes to the rule. • These are not included in the redlined copy provided for the study session on 2/24, but can be added in the package for adoption with Council direction	Chapter 4, Section K, Subsection 5, Page 26: 5. General Prohibition on Use of Public Facilities. RCW 42.17A.555 prohibits the use of facilities of a public office to support or oppose a ballot measure or an election campaign for public office. This provision applies to all units of local government and their officials and employees. The term "public facilities" is defined to include the use of stationery, postage, equipment, use of employees during working hours, vehicles, office space, publications of the office, or lists of persons served by the local government. This prohibition means that elective or appointed personnel of local governments may not work to support or oppose a ballot proposition during work time or allow public facilities to be used for that purpose. This provision *Note: RCW 42.17A.555 does not restrict the right of an individual, whether that person is an elective or appointed public official or a public employee, to express his or her personal views supporting or opposing a ballot proposition so long as that expression does not involve using public facilities. This means that elected officials and appointed staff may campaign on their own time, using their own supplies and equipment, for or against a ballot proposition by preparing brochures, mailings, doorbelling, and other such activities.		Feb 24 Study Session: • This amendment will advance.
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7	Terms	Discuss possible deliberation on term limits	Chapter 3, Section A, Subsection 2, Page 7 2. Terms of Members. Officers shall be elected at biennial municipal elections to be conducted as provided in chapter 35A.29 RCW. The Mayor and the Councilmembers shall be elected for four-year terms of office and until their successors are elected and qualified and assume office in accordance with RCW 29A.60.280. At any first election upon reorganization, Councilmembers shall be elected as provided in RCW 35A.02.050. Thereafter the requisite number of Councilmembers shall be elected biennially as the terms of their predecessors expire and shall serve for terms of four years. The positions to be filled on the City Council shall be designated by consecutive numbers and shall be dealt with as separate offices for all election purposes. Election to positions on the Council shall be by majority vote from the City at large, unless provision is made by charter or ordinance for election by wards. The Mayor and Councilmembers shall qualify by taking an oath or affirmation of office and as may be provided by law, charter, or ordinance.	Questions for consideration: Forsythe: Would we like to consider a three term limit for Redmond City Council Members?	
8	Items from the Audience	- Evaluate performance of one of our most recent rule changes - Revisit questions on violations of our rules	Chapter 4, Section L, Subsections 3-5, Page 29 days after the termination of the exclusion period, an additional exclusion from future attendance at meetings may be issued for up to 180 calendar days. e. The length of the period of any exclusion may depend upon the seriousness of the disruption, the number of disruptions, and the individual's prior record with conduct at meetings. f. When excluded from future public comment periods, or from future attendance at meetings, the excluded individual may submit written comments to the City Clerk for distribution to the Council at future public comment periods. 4. Any decision to issue a warning or impose a sanction or exclusion for disruptive activity may be overruled by a majority vote of those council members in attendance either at the meeting where the disruption takes place or at the next regularly scheduled City Council business meeting. 5. Any individual excluded from participation in future public comment periods or from attendance at future meetings for a period of more than two calendar days may appeal the exclusion by submitting a written appeal to the City Council within five business days after receiving notice of the exclusion. Upon receipt of a written appeal, the City Council shall consider the appeal at its next regularly scheduled business meeting. The individual's exclusion from public comment periods or from attendance at meetings shall remain in effect during the Council's consideration of the appeal.	Questions for consideration: Forsythe: Is there interest in an exclusion period beyond 180 days? Do we need an additional step in this process? Should appeals be made to the Council or the Clerk?	

9	Committees of the Whole	Revisit committee structure	Chapter 5, Page 30 V. COMMITTEE OF THE WHOLE A. Establishment and Scope. Committee of the Whole ("Committee") is hereby established as regular meetings of the Council with the purpose of studying matters of Parks and Environmental Sustainability; Planning and Public Works; Public Safety and Human Services; and Finance, Administration, and Communications, as codified in RCW 2.08 and 2.32. B. Membership. Committee of the Whole shall consist of the Members of the City Council. C. Calling of Meetings. Committee of the Whole meetings are regularly held per RMC 2.08. Special meetings of the Committee of the Whole may be called by the Mayor or three Council members, and shall follow the noticing procedures for special meetings provided for in RCW 42.30.080. No final action shall be taken in special meetings of Committee of the Whole. Committee of the Whole meetings shall be presided over by a designated member(s) of the Council, as selected by the Council President and confirmed by a majority vote of the Council at a regular business meeting, such designation(s) to occur every other year in January following a regular election.	Questions for consideration: - Forsythe: Consider moving away from committee of the whole structure and returning to committees with assigned liaisons? - Forsythe: Should committee workplans be due in the first meeting or the first quarter? - Forsythe: Where are committee of the whole meeting summaries currently published. - Answer: On the Meetings Calendar, just like business meeting minutes.	
10	Duties of the Vice President	Integrate current practices	Appendix C, Section H H. DUTIES OF THE COUNCIL VICE PRESIDENT Assistance. Assist the Council President in the execution of their duties as requested. Alternate Presiding Officer. Serve as Presiding Officer in the absence of the Council President. Alternate Mayor Pro-Tem. Serve in the absence of both the Mayor and Council President as Mayor Pro-Tem.	Questions for consideration: Forsythe: Do we want to enhance this section to reflect recent work? Should we codify the lead responsibility for the VP to committee meetings when a COW chair is unavailable?	
11	Various small changes	Integrate the following small changes	Page 10: "a random lot" → "a random lottery" Page 29: "meetings, he excluded individual" → "meetings, the excluded individual"		

