

CITY OF BLACK DIAMOND
January 11, 2018 Regular Work Session
25510 Lawson Street, Black Diamond, Washington

6:00 P.M. – CALL TO ORDER, FLAG SALUTE, ROLL CALL

- 1) Council Rules of Procedure
- 2) Adjournment

**BLACK DIAMOND CITY COUNCIL
WORK SESSION MINUTES**

January 11, 2018

Council Chamber, 25510 Lawson Street, Black Diamond, Washington

CALL TO ORDER, FLAG SALUTE:

Mayor Benson called the regular work session meeting to order at 6:00 p.m. and led us all in the Flag Salute.

ROLL CALL:

PRESENT: Councilmembers Deady, Oglesbee, Edelman, Stout and Pepper.

ABSENT:

Staff present were: Brenda L. Martinez, City Clerk.

Mayor Benson announced that tonight's work session is on the Council Rules of Procedure and turned the meeting over to Councilmember Edelman.

1) Council Rules of Procedure

Councilmember Edelman discussed with Council the items that were included in the packet and what items she will be using tonight. She suggested starting with the 1/2/18 draft and using the 2015 Council Rules to refer back to on the changes.

SECTION 1 - Authority

Councilmember Pepper commented she noticed in Section 1 that the authorities that are included in the current rules have been removed from the new draft.

There was Council discussion about putting RCWs in their entirety in the rules or just citing the numbers.

SECTION 2 – Council Meetings

Councilmember Edelman discussed the following changes that were made in the draft proposed Council Rules. They are as follows:

2.1 – Last line should read 6.7, not 2.10 as in the current rules

2.2 – Added second paragraph to amend the agenda and voting and added a reference to section 3.4 – There was Council discussion on how to add things to the agenda.

Councilmember Edelman will work on new wording for this section.

2.3 – shortened the last sentence to read “No changes shall be made to the minutes except by Council approval”. Discussion to delete the word “cause” and change it to read “The City Clerk shall prepare”.

2.4 – Revised the location of the meeting to read “City Council Chambers” instead of Black Diamond Municipal Building; ordinance revision needed to do this. Deleted rule about changes in meeting location. Added paragraph allowing Council meetings, work session and/or Town Hall meetings to be cancelled; ordinance revision needed to do this.

2.5 – Deleted “A quorum shall be required to transact Council business. The presence of a majority of the whole membership of the Council who are also eligible to vote at a Council Meeting shall constitute a quorum”.

2.6 – No changes

2.7 and below are renumbered to break out Special Meetings and Emergency Meetings as separate paragraphs.

2.8 – New number - Special Meetings. Made a separate section and rewrote the paragraphs to make sure Special Meetings are made in an open public meeting and criteria for noticing by the City Clerk. Emergency meetings are included in this section. Councilmember Deady would like to add the word “city” before the word emergencies in the second line. Councilmember Pepper suggested underling “24 hours”.

2.9 – Number change from old rules is now 2.4. Need to add in an open public meeting for cancellation. There was discussion on cancelling meetings.

2.9 – 2.8 in old rules, shortened first sentence. Suggested to add the words “and closed” to the title.

2.10 – is now Town Hall meetings and is a new section.

2.11 – Mayor Benson suggested combining 2.11 under 2.2. Councilmember Edelman will revise to include the change which will delete 2.11.

SECTION 3 – Regular Council Meeting Order of Business

3.4 – new section added – Agenda Review

3.5.5 – Prohibited Topics. Gave it a separate section number.

3.7 – now reads see section 9 due to renumbering.

6.7 is now disruption of meetings before it was 2.10

3.10 – used to be agenda modifications which is now 3.4. New 3.10 is unfinished business which used to be 3.11. 3.11 through 3.18 have numbering changes.

3.21 – Old 3.21 Town Hall meetings was moved to 3.10.

3.19 – Recess - Councilmember Deady asked about adding Council majority. There was Council discussion on the Mayor calling a recess and the role of the presiding officer.

SECTION 5 - Councilmembers

5.1.1 – Rewritten – There was discussion on this section. Keep as is in the 2015 rules and take out the first sentence as it is addressed in 5.1.2.

5.2 – Added new paragraph addressing the reading of prepared material. Councilmember Deady suggested changing may to shall and taking the last sentence out. There was Council discussion on what a manuscript is and what can and cannot be read from.

5.4 – Revised note from Section 20 to Section 19.

There was Council consensus to take a five minutes recess at 7:45 p.m.

The meeting was called back to order at 7:50 p.m.

Councilmember Edelman asked if Council would like to break now before starting section 6 or continue until 9 p.m., or continue at another session. There was Council consensus to go until 8:30 p.m.

SECTION 6 – Parliamentary Procedures

Councilmember Edelman noted that sections 6 and 7 are major rewrites.

There was back and forth conversation regarding sections 6 and 7 and it was suggested to keep section 6 parliamentary procedure and then add section 7 from the old rules back in and to keep voting there.

6.5.2 – Abstention has its own number and was taken out of 6.5.2. There was discussion about having everything stay under abstention as it's easier to find and would like the wording in the 2015 rules.

6.5.5 – Councilmember Pepper preferred the wording in the old rules 8.4; Councilmembers Stout and Deady prefer the new wording.

6.5.6 – was 8.5 in the old rules.

Councilmember Edelman noted this is a good place to stop as it's 8:30 p.m.

Mayor Benson discussed the email regarding the Council retreat and wondered if Friday, March 9th would work. She explained what a retreat is and the goals for the retreat. She noted it would be from 9 a.m. – 3 p.m. and lunch will be provided. She stated we are hoping to have it at the Olson Mansion.


There was discussion on when the next meeting would be to continue with the revisions to the Council Rules of Procedure. There was consensus to have it at the next regular work session in February.

ADJOURNMENT:

Councilmember Deady **moved** to adjourn the meeting; **second** Councilmember Edelman. Motion **passed** with all voting in favor (5-0).

The meeting ended at 8:35 p.m.

ATTEST:



Carol Benson, Mayor



Brenda L. Martinez, City Clerk