

**GRANDVIEW CITY COUNCIL
STUDY SESSION MINUTES
JANUARY 12, 2016**

1. CALL TO ORDER

Mayor Norm Childress called the study session to order at 6:00 p.m. in the Council Chambers at City Hall.

Present were: Mayor Norm Childress and Councilmembers Mike Everett, Dennis McDonald, Javier Rodriguez, Gloria Mendoza and Joan Souders. Excused from the meeting were Councilmembers Gay Brewer and Bill Moore.

Staff present were: City Administrator/Public Works Director Cus Arteaga, City Attorney Quinn Plant, Assistant Public Works Director Santos Trevino and City Clerk Anita Palacios.

2. GRANDVIEW CITY COUNCIL PROCEDURES MANUAL

At the November 9, 2015 special budget meeting during discussion of the 2016 Council Goals, Council consensus was to review the Council Procedures Manual after the first of the year.

Upon review, the Council recommended the following changes and/or additions:

**CITY COUNCIL
PROCEDURES MANUAL**

SECTION 1. GENERAL RULES:

1.1 **Public Meetings: No notable changes**

1.2 **Quorum: Add statute reference**

At all meetings of the Council, a majority of the Councilmembers shall constitute a quorum for the transaction of business, but a lesser number may adjourn from time to time and may compel the attendance of absent members, **in accordance with RCW 35A.12.120.**

1.3 **Voting on Ordinance: No notable changes**

1.4 **Tie-Votes: No notable changes**

1.5 **Ordinances--Subject--Effective Date: Add statute reference**

In accordance with RCW 35A.12.130:

(a) No ordinance shall contain more than one subject and that must be clearly expressed in its title.

(b) No ordinance or any section or subsection thereof shall be revised or amended unless the new ordinance sets forth the revised ordinance or the amended section or subsection at full length.

(c) No ordinance shall take effect until five days after the date of its publication unless otherwise provided by State Law, except that an ordinance passed by a majority plus one of the whole membership of the Council, designated therein as a public emergency ordinance necessary for the protection of public property or public peace, may be made effective upon adoption, but such ordinance may not levy taxes, grant, renew, or extend a franchise, or authorize the borrowing of money.

1.6 **Ordinances--Mayor's Veto: Add statute reference**

In accordance with RCW 35A.12.130, every ordinance which passed the Council in order to become valid must be presented to the Mayor, if he approves it, he shall sign the ordinance. If not, he shall return the ordinance with his written objection to the Council and the Council shall cause his objections to be entered into the minutes and shall proceed to reconsider the ordinance. If, upon reconsideration, a majority plus one of the whole membership votes in favor of its passage, the ordinance shall become valid without the Mayor's approval. If the Mayor fails for 10 days to either approve or veto an ordinance, it shall become valid without his approval. Ordinances shall be signed by the Mayor, attested by the City Clerk, and approved by the City Attorney, as to form.

1.7 **Adoption by Reference: Add statute references**

In accordance with RCW 35A.12.140, ordinances may, by reference, adopt Washington State statutes and State, County, or City Codes, regulations, or ordinances or any standard code of technical regulations, or portions thereof. Said codes, statutes, or regulations so adopted need not be published in a newspaper as provided in **RCW 35A.12.160**, but the adopting ordinance shall be so published and the adopted code, statutes, or regulations so adopted shall be on file at the office of the City Clerk for use and examination of the public and shall be authenticated and recorded by the City Clerk along with the ordinance.

SECTION 2. MEETINGS:

2.1 **Day and Time of Regular Meetings: No notable changes**

2.2 **Location of Meetings: No notable changes**

2.3 **Failure to Attend Meeting – Arrest: Add statute references**

Whenever a lesser number of Councilmembers than a quorum are present at the time and place fixed by Ordinance for any regular meeting or of any legally called meeting of the Council, such member or members as are present shall have the authority to order any police officer of the City to arrest and bring to such meeting any or all absent Councilmember, whether absent at the time fixed for open meeting or later in the session, **in accordance with RCW 35A.12.120 and GMC 2.04.030.**

2.4 **Penalty for Refusal to Attend Meeting: Add GMC reference**

Any member refusing to attend when so required under Section 2.3 shall be deemed guilty of a misdemeanor and fined in any sum of not less than one dollar nor more than five dollars, **in accordance with GMC 2.04.040.**

2.5 **Special Meetings**: Add statute reference and amend as noted below

RCW 42.30.080 provides that special meetings may be called by the Mayor or ~~any three~~ by a majority of the members of the Council by written notice delivered to each member of the Council personally, by mail, by fax or by electronic mail at least 24 hours before the time specified for the proposed meeting. The call and notice shall specify the time and place of the special meeting and the business to be transacted. Final disposition shall not be taken on any other matter at such meeting by the City Council. The notices provided in this section may be dispensed with in the event a special meeting is called to deal with an emergency involving injury or damage to persons or property or the likelihood of such injury or damage, when time requirements of such notice would make notice impractical and increase the likelihood of such injury or damage.

2.6 **Executive Sessions**: No notable changes

SECTION 3. RULES OF ORDER:

3.1 **Rules Governing**: No notable changes

3.2 **Preservation of Order**: Add statute reference

In accordance with RCW 35A.12.100, the Mayor, Mayor Pro-Tem, or the elected chairman, in the absence of the Mayor and Mayor Pro-Tem, shall preside over all meetings and shall preserve order and decorum, prevent attacks on personalities, or the impugning of member's motives, and confine members in debate to the question under discussion.

3.3 **Points of Order**: No notable changes

3.4 **Reading of the Minutes**: No notable changes

3.5 **Conflicts of Interest**: Add statute reference

In accordance with RCW 42.23, Councilmembers or the Mayor shall excuse themselves from the Council Chamber during any discussions or vote on any subject in which there are conflicts of interest or which may give the appearance that there may be a conflict of interest.

3.6 **Permission to Speak**: No notable changes

3.7 **Motions**: No notable changes

3.8 **Motions to Reconsider**: No notable changes

3.9 **Journal of Proceedings**: No notable changes

3.10 **Questions of Order**: No notable changes

The Council requested that a new section be drafted regarding a Councilmember's attendance at a Council meeting via telephonically and/or electronically.

3. ADJOURNMENT

The study session adjourned at 7:00 p.m.

Mayor Norm Childress

Anita Palacios, City Clerk