

SNOHOMISH COUNTY COUNCIL
Snohomish County, Washington

PROPOSED SUBSTITUTE ORDINANCE NO. 23-008

AMENDING THE ADMINISTRATIVE AND GENERAL LEGISLATIVE
AGENDAS AND STANDING COMMITTEES AS ESTABLISHED IN SNOHOMISH
COUNTY CODE 2.48 COUNCIL MEETINGS

BE IT ORDAINED:

Section 1. Snohomish County Code Section 2.48.110, last amended by Amended Ordinance 22-022 on June 15, 2022, is amended to read:

2.48.110 Agenda

(1) No later than 4:00 p.m. on the work day immediately preceding each regular council meeting other than a council committee meeting the clerk shall prepare and deliver the agenda for such regular council meeting to the offices of each council member and the county executive, and shall post the agenda in a prominent location near the entrance to the council chambers. The clerk shall likewise prepare and deliver a preliminary agenda for each Wednesday general legislative session by the close of business the preceding Friday. Changes to the agenda, other than the preliminary agenda, must be approved by the chairperson or a majority of the council.

(2) The agenda for a Wednesday general legislative session may include a consent agenda and council action by motion on scheduling or other administrative matters, which motion shall be prepared by the clerk. Proposed legislation may be placed on the consent agenda at the request of a committee chairperson if a hearing is not required. If a council member objects to placement of proposed legislation on the consent agenda, the proposed legislation shall be removed from the consent agenda and considered separately by the council. Proposed legislation on the consent agenda is not subject to amendment. All items on the consent agenda may be adopted in one motion.

(3) Except as directed by the chairperson or a majority of the council, the agenda for the Tuesday administrative session shall be substantially as follows:

- (a) Call to order;
- (b) Roll call;
- (c) Special reports;
- (d) Approval of minutes;
- (e) Public comment;
- (f) Introduction and assignment of legislation to committees;
- (g) Clerk's report on pending legislation;
- (h) Reports of council committees:
 - (i) ~~((Finance and economic development))~~ Community safety and justice,

- 1 (ii) (~~Law and justice/human services~~) Finance, budget and
- 2 administration,
- 3 (iii) (~~Conservation, sustainability and recreation~~) Health and community
- 4 services,
- 5 (iv) Planning and community development,
- 6 (v) Public (~~works and~~) infrastructure and conservation,
- 7 (vi) Committee of the whole;
- 8 (i) Reports of outside committees;
- 9 (j) Chairperson's report;
- 10 (k) Chief of staff's report;
- 11 (l) Action on items from committee of the whole;
- 12 (m) Other business;
- 13 (n) Executive session (as needed).

14 (4) Except as directed by the chair or a majority of the council, the agenda for the
15 Wednesday general legislative session shall be substantially as follows:

- 16 (a) Call to order;
- 17 (b) Roll call;
- 18 (c) Pledge of allegiance;
- 19 (d) Approval of minutes;
- 20 (e) Public comment;
- 21 (f) Committee of the whole;
- 22 (g) Resolutions;
- 23 (h) Consent agenda;
- 24 (i) Administrative matters;
- 25 (j) Action on items from committee:
 - 26 (i) (~~Finance and economic development~~) Community safety and
 - 27 justice,
 - 28 (ii) (~~Law and justice/human services~~) Finance, budget and
 - 29 administration,
 - 30 (iii) (~~Conservation, sustainability and recreation~~) Health and community
 - 31 services,
 - 32 (iv) Planning and community development,
 - 33 (v) Public (~~works and~~) infrastructure and conservation,
 - 34 (vi) Committee of the whole;
 - 35 (k) Other business;
 - 36 (l) Executive session (as needed);
 - 37 (m) Public meetings/hearings.

38 (5) At the second general legislative session of each month, a tribal land
39 acknowledgement shall be added to the agenda following item (c).

41 **Section 2.** Snohomish County Code Section 2.48.170, last amended by
42 Amended Ordinance 22-022 on June 15, 2022, is amended to read:

44 (1) The chairperson shall appoint the members of council standing committees,
45 and for each committee shall designate a committee chairperson. Standing committees
46 are advisory bodies and cannot take final council action within the meaning of

1 RCW 42.30.020(3). Any council member may attend and participate in meetings of
2 standing committees so long as written notice of a special council meeting is given for
3 any special committee meeting attended by three or more council members when
4 council action is taken within the meaning of RCW 42.30.020(3) and written notice of
5 the meeting is required by SCC 2.48.030.

6 (2) Meetings of standing committees shall be subject to the requirements of
7 SCC 2.48.030 through 2.48.070, to the extent applicable, provided that any regular
8 meeting may be cancelled by the committee chairperson and the committee
9 chairperson or a majority of the committee may call a special meeting. Regular
10 meetings of standing committees shall be held twice monthly in the Henry M. Jackson
11 Board Room, Robert J. Drewel Building, eighth floor, 3000 Rockefeller Avenue, Everett,
12 Washington, at the times stated in subsection (3) of this section, except that if any
13 regular meeting falls on a holiday such regular meeting shall be held on the next
14 business day unless cancelled by the committee chairperson or a majority of the
15 committee.

16 (3) The following standing committees and regular meeting times are
17 established:

- 18 (a) (~~Finance and economic development~~) Community safety and justice -
19 second and fourth Tuesday at (~~10:00 a.m.~~) 1:00 p.m.;
- 20 (b) (~~Law and justice/human services~~) Finance, budget and administration -
21 second and fourth Tuesday at (~~1:00 p.m.~~) 10:00 a.m.;
- 22 (c) (~~Conservation, sustainability and recreation~~) Health and community
23 services - second and fourth Tuesday at 11:00 a.m.;
- 24 (d) Planning and community development - first and third Tuesday at 11:00
25 a.m.;
- 26 (e) Public (~~works and~~) infrastructure and conservation - first and third Tuesday
27 at 10:00 a.m.

28 (4) Any recommendation of a council standing committee shall be reduced to writing
29 and signed by the committee chairperson. Written majority or minority reports may be
30 filed by members of the committee. Committee recommendations shall be filed with the
31 clerk of the council pursuant to SCC 2.48.124.

32
33 **Section 3.** Effective date and implementation. This ordinance shall take effect
34 on April 1, 2023.

35
36 PASSED this ____ day of _____, 2023.

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39 SNOHOMISH COUNTY COUNCIL
40 Snohomish County, Washington

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43 _____
44 Council Chair
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ATTEST:

Asst. Clerk of the Council

- APPROVED
- EMERGENCY
- VETOED

DATE: _____

County Executive

ATTEST:

Approved as to form only:

 02-06-2023

Deputy Prosecuting Attorney