

SNOHOMISH COUNTY COUNCIL
Snohomish County, Washington

SUBSTITUTE ORDINANCE NO. 22-022

AMENDING THE DATE AND TIME OF REGULAR AND STANDING MEETINGS OF
THE SNOHOMISH COUNTY COUNCIL IN CHAPTER 2.48 SNOHOMISH COUNTY
CODE

BE IT ORDAINED:

Section 1. Snohomish County Code Section 2.48.020, last amended by Amended Ordinance 17-025 on May 17, 2017, is amended to read:

(1) Regular meetings of the council shall be held on ~~((Monday))~~ Tuesday and Wednesday of each week, beginning at 9:00 a.m., except for evening meetings, and adjourning at such time as the chairperson or a majority of the council shall determine. The ~~((Monday))~~ Tuesday meeting shall include an administrative session and the Wednesday meeting shall include a general legislative session, provided that such sessions shall not limit council action at other meetings. If any regular meeting falls on a holiday, such regular meeting shall be held on the next business day unless cancelled by the chairperson or a majority of the council.

(2) Regular meetings of council committees shall be held in accordance with SCC 2.48.170 or 2.48.172. Regular meetings of council standing committees composed of three or more council members shall also constitute regular council meetings at the times stated in SCC 2.48.170, provided that the meetings shall be conducted as committee meetings and council action shall be limited as set out in SCC 2.48.170.

Section 2. Snohomish County Code Section 2.48.110, last amended by Ordinance 21-041 on August 18, 2021, is amended to read:

(1) No later than ~~((3:00))~~ 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

1 consent agenda, the proposed legislation shall be removed from the consent agenda
2 and considered separately by the council. Proposed legislation on the consent agenda
3 is not subject to amendment. All items on the consent agenda may be adopted in one
4 motion.

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

- 8 (a) Call to order;
- 9 (b) Roll call;
- 10 (c) Special reports;
- 11 (d) Approval of minutes;
- 12 (e) Public comment;
- 13 (f) Introduction and assignment of legislation to committees;
- 14 (g) Clerk's report on pending legislation;
- 15 (h) Reports of council committees:
- 16 (i) Finance and economic development,
- 17 (ii) Law and justice/human services,
- 18 (iii) Conservation, sustainability and recreation,
- 19 (iv) Planning and community development,
- 20 (v) Public works and infrastructure,
- 21 (vi) Committee of the whole;
- 22 (i) Reports of outside committees;
- 23 (j) Chairperson's report;
- 24 (k) Chief of staff's report;
- 25 (l) Action on items from committee of the whole;
- 26 (m) Other business;
- 27 (n) Executive session (as needed).

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

- 30 (a) Call to order;
- 31 (b) Roll call;
- 32 (c) Pledge of allegiance;
- 33 (d) Approval of minutes;
- 34 (e) Public comment;
- 35 (f) Committee of the whole;
- 36 (g) Resolutions;
- 37 (h) Consent agenda;
- 38 (i) Administrative matters;
- 39 (j) Action on items from committee:
- 40 (i) Finance and economic development,
- 41 (ii) Law and justice/human services,
- 42 (iii) Conservation, sustainability and recreation,
- 43 (iv) Planning and community development,
- 44 (v) Public works and infrastructure,

- 1 (vi) Committee of the whole;
2 (k) Other business;
3 (l) Executive session (as needed);
4 (m) Public meetings/hearings.
5 (5) At the second general legislative session of each month, a tribal land
6 acknowledgement shall be added to the agenda following item (c).
7

8 Section 3. Snohomish County Code Section 2.48.122, last amended by
9 Ordinance 11-017 on May 11, 2011, is amended to read:
10

11 (1) Proposed ordinances may be introduced by any council member, initiative, or
12 mini-initiative. Proposed ordinances shall be introduced in their entirety in writing.

13 (2) Upon filing with the clerk of the council with the signature of at least one
14 council member on an introduction form approved by the clerk, or upon receipt by the
15 council of a proposed ordinance submitted as an initiative or mini-initiative under
16 Article 5 of the Snohomish County Charter, the clerk shall assign the proposed
17 ordinance a number and place it on the agenda of the next ~~((Monday))~~ Tuesday
18 administrative session for referral to a council committee, provided that the chairperson
19 or a majority of the council may direct that it be placed on the agenda of an earlier
20 council meeting. The agenda shall identify the proposed ordinance by number and title,
21 and name the committee or committees to which it will be referred. If a council member
22 objects to a committee referral, the referral shall be made by a majority of the council.

23 (3) If at a regular council meeting a council member wishes to obtain committee
24 referral of a proposed ordinance that has not been placed on the agenda, the council
25 member shall file the proposed ordinance with the clerk along with a signed introduction
26 form. The clerk shall read the title and assign a number to the proposed ordinance and
27 the chairperson or council shall refer the ordinance to one or more council committees.

28 (4) A proposed ordinance referred to more than one committee shall be
29 considered by the committees in the order specified in the referral.

30 (5) At least once each week the clerk of the council shall deliver to council
31 members and the chief of staff a list of ordinances received from the county executive
32 that have not been introduced, along with the tracking number of corresponding ECAFs.
33 If an ordinance received from the county executive is not introduced by a council
34 member within thirty days after the proposed ordinance and corresponding ECAF are
35 filed with the clerk of the council, the clerk shall place the matter on the agenda of the
36 next ~~((Monday))~~ Tuesday administrative session under special reports. At that session
37 the county officers identified in the ECAF shall be given an opportunity to address the
38 council on the proposed legislation.
39

40 Section 4. Snohomish County Code Section 2.48.123, added by Ordinance 11-
41 017 on May 11, 2011, is amended to read:
42

43 (1) Proposed motions may be presented for council consideration by filing the
44 proposed motion with the clerk of the council with an ECAF signed by a county officer,

1 provided that any motion not proposed by a council member must be routed through the
2 county executive's office pursuant to SCC 2.48.118. Proposed motions shall be
3 presented in their entirety in writing.

4 (2) Upon the filing of a proposed motion and ECAF, the clerk shall assign the
5 motion a number and place it on the agenda of the next ~~((Monday))~~ Tuesday
6 administrative session for referral to a council committee, provided that the chairperson
7 or a majority of the council may direct that it be placed on the agenda of an earlier
8 council meeting. The agenda shall identify the proposed motion by number and title and
9 name the committee or committees to which it will be referred. If a council member
10 objects to a committee referral, the referral shall be made by a majority of the council.

11 (3) If at a regular council meeting a council member wishes to obtain committee
12 referral of a proposed motion that has not been placed on the agenda, the council
13 member shall file the proposed motion with the clerk along with a signed ECAF. The
14 clerk shall read the title and assign a number to the proposed motion, and the
15 chairperson or council shall refer the motion to one or more council committees.

16 (4) A proposed motion referred to more than one committee shall be considered
17 by the committees in the order specified in the referral.

18
19 Section 5. Snohomish County Code Section 2.48.170, last amended by
20 Ordinance 21-041 on August 18, 2021, is amended to read:

21
22 (1) The chairperson shall appoint the members of council standing committees,
23 and for each committee shall designate a committee chairperson. Standing committees
24 are advisory bodies and cannot take final council action within the meaning of
25 RCW 42.30.020(3). Any council member may attend and participate in meetings of
26 standing committees so long as written notice of a special council meeting is given for
27 any special committee meeting attended by three or more council members when
28 council action is taken within the meaning of RCW 42.30.020(3) and written notice of
29 the meeting is required by SCC 2.48.030.

30 (2) Meetings of standing committees shall be subject to the requirements of
31 SCC 2.48.030 through 2.48.070, to the extent applicable, provided that any regular
32 meeting may be cancelled by the committee chairperson and the committee
33 chairperson or a majority of the committee may call a special meeting. Regular
34 meetings of standing committees shall be held twice monthly in the Henry M. Jackson
35 Board Room, Robert J. Drewel Building, eighth floor, 3000 Rockefeller Avenue, Everett,
36 Washington, at the times stated in subsection (3) of this section, except that if any
37 regular meeting falls on a holiday such regular meeting shall be held on the next
38 business day unless cancelled by the committee chairperson or a majority of the
39 committee.

40 (3) The following standing committees and regular meeting times are
41 established:

42 (a) Finance and economic development – ~~((second and fourth Tuesday at~~
43 10:30 a.m.)) second and fourth Tuesday at 10:00 a.m.;

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1 (b) Law and justice/human services – ~~((second and fourth Monday at 1:30~~
2 ~~p.m.))~~ second and fourth Tuesday at 1:00 p.m.;

3 (c) Conservation, sustainability and recreation – ~~((second and fourth~~
4 ~~Tuesday at 9:00 a.m.))~~ second and fourth Tuesday at 11:00 a.m.;

5 (d) Planning and community development – ~~((first and third Tuesday at~~
6 ~~10:30 a.m.))~~ first and second Tuesday at 11:00 a.m.;

7 (e) Public works and infrastructure – ~~((first and third Tuesday at 9:00~~
8 ~~a.m.))~~ first and third Tuesday at 10:00 a.m.

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

13
14 PASSED this ____ day of _____, 2022.

15
16
17 SNOHOMISH COUNTY COUNCIL
18 Snohomish County, Washington

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21 _____
22 Council Chair

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26 ATTEST:

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29 _____
30 Asst. Clerk of the Council

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36 () APPROVED
37 () EMERGENCY
38 () VETOED

39
40 DATE: _____

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43 _____
44 County Executive

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ATTEST:

Approved as to form only:

Rebecca J. Guadamud 05-26-2022

Deputy Prosecuting Attorney