



# CITY COUNCIL

**AGENDA BILL # AB22-0064**

**City of Algona  
200 Washington Blvd.  
Algona, WA 98001**

## ITEM INFORMATION

<b>SUBJECT:</b>	<b>Agenda Date: February 27<sup>th</sup>, 2023</b>		
<b>Ordinance 1217-23, Amending AMC 2.04, Council Meetings</b>	Department/Committee/Individual	Created	Reviewed
	Mayor		
	City Administrator		X
	City Attorney	X	X
	City Clerk		x
	Finance Dept		
	PW/Utilities		
	Planning Dept		
	Community Services		
	Police Dept		
Fund Source:	Finance Committee		
Timeline: 1 <sup>st</sup> review – 2/13/23	Planning Commission		
2 <sup>nd</sup> review – 2/27/23	Civil Service Committee		

**Staff Contact: Jessica Griess, City Clerk; James Schrimpsker, Acting City Administrator**

**Attachments: Ordinance 1217-23**

**SUMMARY STATEMENT:**  
 It has been the interest of the Council and Mayor to have rules of procedures to reference for Council Meetings. This ordinance is amending Chapter 2.04 AMC to provide for the adoption of Council Rules of Procedure by resolution.

**COMMITTEE REVIEW AND RECOMMENDATION:**

**RECOMMENDED ACTION:**

## RECORD OF COUNCIL ACTION

<i>Meeting Date:</i>	<i>Action:</i>	<i>Vote:</i>

# CITY OF ALGONA, WASHINGTON

## ORDINANCE NO. 1217-23

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**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALGONA, WASHINGTON, AMENDING CHAPTER 2.04 AMC COUNCIL MEETINGS; AUTHORIZING THE ADOPTION BY PERIODIC RESOLUTION OF RULES OF PROCEDURE FOR COUNCIL MEETINGS; CLARIFYING THE STATUS OF REGULARLY SCHEDULED CITY COUNCIL WORKSHOPS AS REGULAR MEETINGS; MAKING MINOR HOUSEKEEPING UPDATES FOR ACCURACY; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.**

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**WHEREAS**, pursuant to Chapter 35A.12 RCW and Chapter 42.30 RCW, the Algona City Council is authorized to determine a schedule and rules of procedure for Council meetings; and

**WHEREAS**, the City Council wishes to amend Chapter 2.04 AMC to clarify the status of regularly scheduled Council workshops as regular meetings of the Council; provide for the adoption and periodic amendment of Rules of Procedure for Council meetings by resolution; and making other appropriate minor housekeeping updates for accuracy;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ALGONA DO ORDAIN AS FOLLOWS:**

***Section 1. Amendment of Chapter 2.04 AMC.*** Chapter 2.04 of the Algona Municipal Code is hereby amended to provide in its entirety as contained in Exhibit A, attached hereto and incorporated herein by this reference as if set forth in full.

***Section 2. Severability.*** Should any section, paragraph, sentence, clause or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be pre-empted by state or federal law or regulation, such decision or pre-

emption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

**Section 3. Effective Date.** This ordinance shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of publication.

**PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2023.**

\_\_\_\_\_  
Troy Linnell, Mayor

**ATTEST:**

\_\_\_\_\_  
Jessica Griess, City Clerk

**APPROVED AS TO FORM:**

\_\_\_\_\_  
J. Zachary Lell  
City Attorney

Filed with the City Clerk:  
Passed by the City Council:  
Ordinance No.: 1217-23  
Date of Publication:

## Exhibit A

### Chapter 2.04 COUNCIL MEETINGS

#### Sections:

2.04.010 Location.

2.04.020 Regular meetings – Date and time.

2.04.030 Special meetings.

2.04.~~0430~~ Rules of procedure ~~order~~ governing conduct of meetings.

#### 2.04.010 Location.

The meeting place for the city council meetings shall be at City Hall in the city council chambers located at 200 Washington Boulevard~~402 Warde Street~~, Algona, Washington.

#### 2.04.020 Regular meetings – Date and time.

A. The city council shall hold regular business meetings at 7:00 p.m. on the second and fourth Monday of each month; provided, however, that when any regular business meeting falls on a legal holiday, the meeting shall be held on the next business day. Provided, that the Council may in its discretion cancel the meeting, or may determine an alternate day for the meeting, in which case the rescheduled meeting shall be a special meeting it may be rescheduled at a date and time to be selected by the city council.

B. The city council shall hold regular workshop meetings at 6:00 p.m. on the second and fourth Monday of each month preceding the regular council business meeting; provided, however, that when any regular workshop meeting falls on a legal holiday, the meeting shall be held on the next business day. Provided, that the Council may in its discretion cancel the meeting, or may determine an alternate day for the meeting, in which case the rescheduled meeting shall be a special meeting it may be rescheduled at a date and time to be selected by the city council; further provided that any business discussed at the workshop meeting will not be placed on the agenda for action at the regular council meeting on the same date.

#### 2.04.030 Special meetings.

The city council may hold special meetings in the manner prescribed by applicable state law, including without limitation Chapter 42.30 RCW.

#### 2.04.~~0430~~ Rules of procedure ~~order~~ governing conduct of meetings.

The city council may by resolution adopt and amend rules of procedure to govern the conduct of council meetings. Any such rules of procedure shall be accessible to the public. The conduct of city council meetings shall be held in accordance with and conform to the most recent edition of "Robert's Rules of Order" in all cases not covered by this code.