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Presented by: COW
Presented: 05/24/2021
Drafted by: R. Palmer III

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2947

A Resolution Repealing and Reestablishing the Assembly Rules of Procedure.

WHEREAS, it is necessary for the orderly conduct of business that rules of procedure be adopted for the Assembly.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. Rules of Procedure. The following rules of procedure are adopted:

RULE 1. AGENDA.

- A. Order of Business. At all regular meetings the order of business shall be:
 - I. Flag Salute
 - II. Land Acknowledgment
 - III. Roll Call
 - IV. Approval of Minutes
 - V. Manager’s Requests for Agenda Changes
 - VI. Public Participation on Non-agenda Items (Not to Exceed a Total of 20 Minutes, Nor More than Five Minutes for Any Individual)
 - VII. Consent Agenda
 - A. Public Requests for Consent Agenda Changes, Other than Ordinances for Introduction
 - B. Assembly Requests for Consent Agenda Changes
 - C. Assembly Action
 - VIII. Ordinances for Public Hearing
 - A. Administrative or Committee Reports
 - B. Public Hearing
 - C. Assembly Action
 - IX. Unfinished Business
 - A. Administrative or Committee Reports
 - B. Public Hearing
 - C. Assembly Action
 - X. New Business
 - A. Administrative or Committee Reports

- 1 B. Public Hearing
- 2 C. Assembly Action
- 3 XI. Staff Reports
- 4 XII. Assembly Reports
- 5 A. Mayor's Report
- 6 B. Committee Reports
- 7 C. Liaison Reports
- 8 D. Presiding Officer Reports
- 9 XIII. Assembly Comments and Questions
- 10 XIV. Continuation of Public Participation on Public Participation on Non-
- 11 agenda Items
- 12 XV. Executive Session
- 13 XVI. Adjournment

14 B. Agenda Preparation. The agenda shall be prepared by the Manager subject
 15 to review and revision by the Mayor. The Mayor or the Manager shall brief the
 16 Assembly as to any revisions. Other matters may be considered under
 17 administrative reports, unfinished business, or new business as applicable.

- 18 C. Consent Agenda. The Manager shall include under the consent agenda:
- 19 1. Ordinances for introduction;
 - 20 2. Resolutions;
 - 21 3. Bid awards requiring Assembly concurrence; and
 - 22 4. Other items requiring Assembly action which do not involve substantial
 - 23 public policy questions.

24 The Manager shall include with the agenda such supplemental material or reports
 25 as may be necessary to explain each item on the consent agenda and shall include a
 26 specific recommendation for Assembly action on each item. Material, reports, and
 27 recommendations submitted in writing to each member present and which are
 28 available for public inspection prior to the Assembly meeting need not be read aloud,
 29 but the minutes shall reflect the Manager's recommendation on each consent agenda
 30 item adopted. Upon adoption of a motion to adopt the consent agenda, all consent
 31 agenda items subject to the motion are adopted as recommended by the Manager.
 32 The motion to adopt may not be amended; provided, upon the request of any
 33 member, an item on the consent agenda shall be removed from the consent agenda
 34 and placed under the appropriate regular agenda item for Assembly action. A notice
 35 or motion for reconsideration or a motion to rescind a consent agenda motion shall
 36 contain reference to the specific consent agenda item which is the subject of the
 37 notice or motion and only that item shall be affected by the notice or motion.

38

39 **RULE 2. MEETINGS.**

40 A. Date and Time of Regular Meetings. The Assembly shall regularly meet at
 41 7:00 p.m. every third Monday according to a schedule approved by the Assembly and

1 published by the Clerk's office. The Assembly may by motion or otherwise change
2 the date of a meeting as may be necessary or convenient.

3 B. Place of Regular Meetings. Regular Assembly meetings shall be held in the
4 Assembly Chambers at the Municipal Building at 155 South Seward Street, Juneau,
5 Alaska, unless the Assembly, at a preceding regular or special meeting has, by
6 motion or otherwise, designated a different place for a particular meeting.

7 C. Special Meetings. Special meetings may be called and held as provided by
8 the Charter.

9 D. Time of Adjournment. Meetings will adjourn at 11:00 p.m. unless extended
10 by a vote of at least six members.

11 E. Public seating area. People in a meeting room must comply with all laws,
12 including occupancy and public health requirements.

13
14 **RULE 3. ASSEMBLYMEMBER ATTENDANCE POLICY FOR REGULAR MEETINGS.**

15 A. Excused Absences. Any absence of an Assemblymember from a regular
16 meeting of the Assembly shall be deemed to be unexcused unless the
17 Assemblymember is absent from the meeting as a result of attending to official
18 business on behalf of the City and Borough of Juneau, for extenuating medical
19 reasons, or for other significant cause, in which case the absence shall be deemed to
20 be excused.

21 B. Attendance Report. Upon request of the Human Resources Committee, the
22 Manager shall direct the Clerk to provide to the Assembly quarterly reports on
23 attendance at regular Assembly meetings.

24
25 **RULE 4. LEGISLATION.**

26 A. Drafting. The Attorney shall draft ordinances and resolutions

- 27 1. For presentation to the Assembly only
- 28 (a) by vote or consensus of the Assembly,
 - 29 (b) by vote of a standing or ad hoc Assembly committee,
 - 30 (c) by request of the Mayor, the Manager, or any member, or
 - 31 (d) on the Attorney's own initiative to correct errors not otherwise
 - 32 correctable in any section or to make amendments to Title 01.45
 - 33 the Conflict of Interest Code, Title 01.50 the Appellate Code, Title
 - 34 01.60 the Regulation Procedures Code, Title 03.30 the Code
 - 35 Enforcement Code, Title 42 the Penal Code, or any section imposing
 - 36 duties on the Attorney.
- 37 2. For presentation to a standing or ad hoc Assembly committee only by
- 38 vote of the committee, request of its chair, or by direction of the
- 39 Assembly.

1 B. Procedure. Upon presentation of an ordinance, any member may move that
2 it be introduced and set for public hearing, referred to committee, deferred, or
3 rejected as provided in Charter section 5.3. If the motion is for referral to committee,
4 the Mayor shall refer the ordinance to the appropriate committee. The Mayor's
5 referral may be changed by a majority vote of the members of the Assembly. If the
6 motion is for introduction, the motion shall set a date for the public hearing. All
7 such motions may be amended.

8
9 **RULE 5. COMMITTEES.**

10 A. Standing Committees. The Assembly shall have the following standing
11 committees:

- 12 1. Committee of the Whole
- 13 2. Finance Committee
- 14 3. Human Resources Committee
- 15 4. Lands, Housing, and Economic Development Committee
- 16 5. Public Works and Facilities Committee

17 Any member of the Assembly may sit with any committee at all times; such member
18 shall have the right to participate in committee discussion except that members of
19 the committee shall have priority in obtaining the floor and only committee
20 members may vote. Reasonable opportunity for the public to be heard shall be
21 allowed at committee meetings other than those designated as work sessions.

22 B. Special Committees. The Assembly shall have such special committees as
23 may be considered necessary. Special committees automatically terminate upon
24 completion of the committee's assignment.

25 C. Selection, Process and Duties of Committees of the Assembly.

- 26 1. Standing Committees.
 - 27 (a) With the exception of the Committee of the Whole, the Finance
28 Committee, and the Human Resources Committee in proceedings
29 pursuant to Rule 5(C)(2)(f), there shall be not more than four
30 Assemblymembers appointed to each standing committee of the
31 Assembly. Each Assemblymember will be appointed to at least one,
32 but not more than three, standing committees, in addition to the
33 Finance Committee and the Committee of the Whole.
 - 34 (b) Nominations for standing committee appointments and for the
35 position of chair of each such committee shall be made by the
36 Mayor, and shall be subject to ratification by the Assembly. In
37 making nominations for committee appointments, the Mayor shall
38 strive to ensure, to the extent reasonably possible, that there is a
39 balance and diversity of opinion, viewpoints, and perspective
40 among the Assemblymembers nominated for committee

- 1 membership, and that there is at least one Assemblymember
 2 nominated for appointment to each committee who has expertise in
 3 the areas assigned to the committee.
- 4 (c) Each year following the regular municipal election, all
 5 Assemblymembers will be given an opportunity to indicate in
 6 writing which of the standing committees they request to serve on.
 7 At least two of the nominations for appointment for each standing
 8 committee shall be made from those Assemblymembers, if any, who
 9 have requested to serve on the committee for which the
 10 appointments are to be made. The nomination for membership and
 11 chair positions shall be made by the Mayor and ratified by the
 12 Assembly within seven days of the first meeting after the
 13 certification of the regular municipal election each year. All
 14 committee members shall be appointed to serve for a term expiring
 15 upon ratification by the Assembly of the committee appointments
 16 following the next regular municipal election. All committee
 17 members serve at the pleasure of the Assembly.
- 18 (d) A standing committee may at the call of its chair or the vote of its
 19 membership take up any matter within the scope of its charge
 20 established by these rules and not pending as legislation authorized
 21 by the Assembly. Matters not within the scope of any standing
 22 committee, or within the scope of more than one standing
 23 committee shall be assigned by the Mayor.
- 24 (e) Each committee shall refer information to and coordinate activities
 25 with other appropriate committees. Issues referred to another
 26 committee and any directions to the Manager must have the
 27 concurrence of a majority of the committee members.
- 28 2. Human Resources Committee. The Human Resources Committee may
 29 take up issues relating to the health and well-being of Juneau citizens
 30 and their participation in local government. The duties of the Human
 31 Resources Committee shall include:
- 32 (a) Nominating citizens to all CBJ boards and commissions.
 33 Appointment to such bodies shall be made by the full Assembly;
- 34 (b) Making recommendations to the full Assembly regarding the
 35 issuance, renewal, or transfer of liquor licenses, restaurant
 36 designation permits, and marijuana licenses;
- 37 (c) Reviewing and proposing amendments to these Rules;
- 38 (d) *Reserved*;
- 39 (e) Overseeing Juneau's relations with its sister cities;
- 40 (f) Membership for Certain Appointments. The Human Resources
 41 Committee shall meet as needed to recommend appointments to the
 42 Planning Commission, the Hospital Board, the Ski Area Board, the

- 1 Docks and Harbors Board, and the Airport Board. The Mayor and
2 all Assemblymembers shall serve as members of the Committee
3 and the Human Resources chair shall serve as chair at these
4 meetings.
- 5 3. Finance Committee. The Finance Committee may take up issues
6 relevant to the fiscal status of the CBJ. The Mayor and all
7 Assemblymembers shall serve as members of the Finance Committee.
8 The duties of the Finance Committee shall include:
- 9 (a) Review of the Manager's proposed budget and recommendations to
10 the Assembly for a final budget;
- 11 (b) Review of the fiscal policies of the CBJ as deemed necessary by the
12 committee.
- 13 4. Committee of the Whole. The Committee of the Whole may take up
14 those issues within the jurisdiction of multiple committees and those
15 warranting detailed review prior to consideration by the Assembly. The
16 Mayor and all Assemblymembers shall serve as members of the
17 Committee of the Whole. Generally, the rules of the Assembly shall be
18 followed in the Committee of the Whole, provided that, at the discretion
19 of the chair, the rules may be relaxed and the rules relating to
20 participation by the presiding officer and the number of times a member
21 may speak shall not be in effect unless otherwise ordered by a majority
22 of the committee. In preparing the committee agenda, the chair shall
23 consult with the Mayor.
- 24 5. Lands, Housing, and Economic Development Committee. The Lands,
25 Housing, and Economic Development Committee may take up issues
26 relevant to the lands, housing, economic development, water or air
27 within the City and Borough. The duties of the Lands, Housing, and
28 Economic Development Committee shall include recommendations to
29 the Assembly regarding:
- 30 (a) The preparation and revision of a land management plan and the
31 acquisition and disposal of CBJ lands;
- 32 (b) The administration of the lands fund and the mineral holdings of
33 the CBJ;
- 34 (c) Implementation of the Long Range Waterfront Development Plan,
35 and issues relating to use and development of the CBJ waterfront;
- 36 (d) Promotion of improved housing availability in the City and
37 Borough; and
- 38 (e) Promotion of a vibrant and diverse local economy.

- 1 6. Public Works and Facilities Committee. The PWFC may take up issues
2 relevant to the infrastructure of CBJ, including transportation and
3 utilities. The duties of the PWFC shall include:
4 (a) Making recommendations to the Assembly regarding the capital
5 improvement program required by Charter section 9.2 and other
6 capital improvement plans and lists;
7 (b) Advising each newly elected Assembly of unfinished capital projects
8 to be continued;
9 (c) Making recommendations to the Assembly regarding the
10 preparation and revision of an areawide transportation plan;
11 (d) Making recommendations related to energy efficiency, renewable
12 resources, waste reduction and recycling, global warming and green
13 building.

14 7. Special Committees. Nominations for special committee appointments
15 and the chair position of each special committee shall be made by the
16 Mayor, and shall be subject to ratification by the Assembly. In making
17 nominations for special committee appointments, the Mayor shall strive
18 to ensure, to the extent reasonably possible, that there is a balance of
19 opinion, viewpoints, and perspective among the Assemblymembers
20 nominated for committee membership, and that there is at least one
21 Assemblymember nominated for appointment to each such committee
22 who has expertise in the areas assigned to the committee. All members
23 shall serve at the pleasure of the Assembly.

24 D. *Reserved.*

25 E. Quorum of Committees. For the Committee of the Whole and the Finance
26 Committee, a majority of the membership shall constitute a quorum. For committees
27 with seven or eight members, four of the membership shall constitute a quorum, for
28 committees with five or six members, three of the membership shall constitute a
29 quorum. For committees with four or fewer members, two of the membership shall
30 constitute a quorum for the transaction of business.

31 F. Voting. The minimum vote required to take official action shall be the same
32 as that constituting a quorum; provided, however, that in the case of a tie vote, the
33 action fails.

34

35 **RULE 6. ASSEMBLY LIAISONS TO BOARDS AND COMMISSIONS.**

36 A. Appointment of Liaisons. The Mayor shall nominate one member of the
37 Assembly to serve as the liaison to each of the following City and Borough boards
38 and commissions:

- 1 Planning Commission
- 2 Hospital Board
- 3 Docks and Harbors Board
- 4 Airport Board
- 5 School Board
- 6 Ski Area Board
- 7 Aquatics Board

8 The nominations shall be subject to ratification by the Assembly. Liaisons to other
9 entities may be appointed from time to time.

10 B. Role of Liaison. Assembly liaisons serve as a link between the Assembly
11 and the board or commission to establish and maintain communication between the
12 bodies on issues, projects, and other matters of mutual concern and interest.
13 Assembly liaisons are not required to regularly attend board or commission
14 meetings; but if they do, they shall not have the power to vote on the board or
15 commission, and are not to be counted in determining whether a quorum of the
16 board or commission is present.

17 C. Other Meetings. The Assembly encourages its members to attend meetings
18 of other boards, commissions, and citizen groups and inform the Assembly on the
19 activities of those bodies and the issues before them, as appropriate.

20

21 **RULE 7. DEBATE.**

22 A. Speaking on the Question. A member or the Manager may speak more than
23 once to the same question at the same stage of proceedings provided that priority of
24 access to the floor shall be given to members who have not spoken on the question.
25 Members shall endeavor to provide the body with relevant facts and arguments and
26 shall strive to avoid redundancy.

27 B. Asking Questions. After obtaining recognition from the chair, a member
28 may ask direct questions of another member of the Assembly or to a person
29 appearing before the Assembly. The questions may not be argumentative.

30 C. Decorum. Members shall not question the motives, competency or integrity
31 of any person except as necessary to decide an appeal, personnel evaluation, contract
32 award, or other matter in which such issues are clearly relevant. The chair shall
33 admonish any member violating this rule and if violations are severe or repeated,
34 may without a vote declare a recess not to exceed ten minutes.

35

36

1 **RULE 8. RULES OF PUBLIC PARTICIPATION.**

2 When permitted by Rule 14, public participation during hearings on ordinances
3 and matters other than appeals will be conducted according to the following rules,
4 which will be posted in the Assembly Chambers:

5 A. The hearing will be conducted by the Mayor as chair.

6 B. The Mayor will open the hearing by summarizing its purposes and
7 reemphasizing the rules of procedure.

8 C. The Mayor may set a time limit for public testimony, for individual
9 speakers, or both if it appears necessary to gain maximum participation and
10 conserve time, and may for the same reason disallow all questions from the
11 Assembly to members of the public. The time limit may be extended by a majority of
12 the Assembly. The time limit for individual speakers shall be uniform for all
13 speakers, and shall be strictly enforced. Speakers shall not have the right to
14 transfer their unused time to other speakers, but the Mayor may grant additional
15 time to a person speaking on behalf of a group present in the chambers.

16 D. Citizens will be encouraged to submit written presentations and exhibits.
17 Material submitted to the Manager's office more than three business days before a
18 meeting and comprising ten pages or less will be eligible for copying for that
19 meeting. Material submitted less than three days before a meeting will be
20 distributed by the Clerk at the meeting provided that the submission includes at
21 least 15 copies.

22 E. The Mayor will set forth the item or subject to be discussed and will rule
23 non germane comments out of order.

24 F. All speakers, public, and members of the Assembly will be recognized by the
25 chair by surname.

26 G. Members of the public will precede their remarks by stating their names
27 and, unless otherwise allowed by the Mayor, their place of residence.

28 H. Members of the Assembly will not direct questions to each other or to the
29 chair during public participation except as to the conduct of the hearing.

30 I. Members of the Assembly may direct questions to members of the public
31 only to obtain clarification of material presented. The questions may not be
32 argumentative, nor may they have the purpose or effect of unreasonably extending
33 any time limit applicable to public speakers.

34 J. The public may direct questions to the Assembly or the administration. The
35 questions may not be argumentative.

36 K. The public may direct questions to the chair only as it pertains to the
37 conduct of the hearing.

1 L. The Manager may participate in the same manner as the members of the
2 Assembly.

3 M. There shall be an opportunity for public participation on non-agenda items
4 at each regular meeting of the Assembly. Such public participation shall be limited
5 to no more than 20 minutes, with each speaker limited to a length of time set by the
6 Mayor not to exceed five minutes. Assemblymembers may ask questions of the
7 speaker, but shall not deliberate at that time on matters raised, or answer questions
8 directed to the members.

9

10 **RULE 9. MOTIONS.**

11 A. Seconds. Seconds to motions are not required.

12 B. Renewal of Defeated Motions. Defeated motions may be renewed only under
13 suspension of the rules.

14 C. Priority of Privileged Motions. Privileged motions shall have the following
15 priority:

- 16 1. Fix time to adjourn
- 17 2. Give notice of reconsideration
- 18 3. Adjourn
- 19 4. Recess
- 20 5. Question of privilege of the body
- 21 6. Question of personal privilege

22

23 **RULE 10. CLERICAL ERRORS.**

24 Clerical errors that do not affect the substance of an ordinance or resolution,
25 such as errors in numbering or errors in spelling, may be corrected by the Attorney
26 upon discovery of the error.

27

28 **RULE 11. VOTE REQUIRED.**

29 The affirmative vote of five members of the Assembly shall be sufficient to take
30 any action except as otherwise provided by Charter or ordinance, and except in the
31 following instances which require the affirmative vote of at least six members:

- 32 A. Limiting, extending, or closing debates;
- 33 B. Suspension of the rules;
- 34 C. Setting of or postponement of special orders;
- 35 D. Objection to consideration of question;

1 E. Motion for immediate vote (previous question);

2 F. Rescind; and

3 G. To take up a motion for reconsideration at the meeting at which the action
4 to be reconsidered was taken.

5

6 **RULE 12. PARLIAMENTARIAN.**

7 The Attorney shall act as the parliamentarian.

8

9 **RULE 13. SESSIONS.**

10 Each regular or special meeting of the Assembly constitutes a session for
11 purposes of the rules.

12

13 **RULE 14. PUBLIC PARTICIPATION CONFINED TO THAT AGENDA ITEM.**

14 No person except a member or the Manager may participate in Assembly
15 proceedings except as provided in the agenda item for public participation and
16 except that the Attorney or Clerk may comment on professional or procedural
17 aspects. Public participation shall be permitted on a motion to recess into executive
18 session prior to the vote on such a motion. Public participation shall be permitted on
19 all items on the agenda, except for meetings advertised as work sessions only, but
20 shall not be permitted on items before the body for information or scheduling
21 purposes except to the extent such public participation concerns scheduling only.

22

23 **RULE 15. RECONSIDERATION.**

24 A. What May Be Reconsidered. Main motions, amendments to main motions,
25 privileged motions involving substantive questions, and appeals are subject to
26 reconsideration. Procedural motions may not be reconsidered.

27 B. Who May Reconsider. Any member, whether or not that member voted on
28 the prevailing side, may give notice of or move for reconsideration.

29 C. Effect of Notice. The effect of giving notice of reconsideration is to suspend
30 all action on the subject of the notice until a motion for reconsideration is made and
31 acted upon or until the time within which the motion for reconsideration may be
32 made and acted upon has expired.

33 D. Time in Which Notice Must Be Taken Up. A notice of reconsideration
34 expires unless a motion for reconsideration is made and acted upon prior to
35 adjournment of the next regular meeting succeeding the meeting at which the action
36 to be reconsidered occurred.

1 E. Successive Reconsideration. There may be only one reconsideration even
2 though the action of the Assembly after reconsideration is opposite from the action of
3 the Assembly before reconsideration.

4 F. Precedence. A motion for reconsideration has precedence over every main
5 motion and may be taken up at any time during the meeting when there is no other
6 motion on the floor.

7 G. Effect. A motion for reconsideration completely cancels the previous vote
8 on the question to be reconsidered as though the previous vote had never been
9 taken.

10

11 **RULE 16. REMOTE TELEPHONIC PARTICIPATION.**

12 A. A member may participate remotely ~~via telephone~~ in an Assembly meeting,
13 or an Assembly Committee meeting, if the member declares that circumstances
14 prevent physical attendance at the meeting. If the Mayor chooses to participate
15 remotely ~~via telephone~~, the Deputy Mayor shall preside.

16 B. No more than the first three members to contact the Clerk regarding
17 remote telephonic participation in a particular meeting may participate remotely ~~via~~
18 ~~telephone~~ at any one meeting.

19 C. The member shall notify the Clerk and the presiding officer, if reasonably
20 practicable, at least four hours in advance of a meeting which the member proposes
21 to attend remotely ~~by telephone~~ and shall provide the physical address of the
22 location, the telephone number, and any available facsimile, email, or other
23 document transmission service.

24 D. At the meeting, the Clerk shall establish the remote telephonic connection
25 technology when the call to order is imminent.

26 E. A member participating remotely ~~by telephone~~ shall be counted as present
27 for purposes of quorum, discussion, and voting.

28 F. The member participating remotely ~~by telephone~~ shall make every effort to
29 participate in the entire meeting and must have video turned on except during
30 breaks. From time to time during the meeting the presiding officer shall confirm the
31 connection.

32 G. The member participating remotely ~~by telephone~~ may ask to be recognized by
33 the presiding officer to the same extent as any other member.

34 H. To the extent reasonably practicable, the Clerk shall provide backup
35 materials to members participating remotely ~~by telephone~~.

36 I. If the remote technology ~~telephone~~ connection cannot be made or is made
37 then lost, the meeting shall commence or continue as scheduled and the Clerk shall
38 attempt to establish or restore the connection, provided that if the member
39 participating remotely ~~by telephone~~ is necessary to achieve a quorum, the meeting

1 shall be at ease, recess, or adjourn as necessary until the remote telephone
2 connection is established or restored.

3 J. Meeting times shall be expressed in Alaska time regardless of the time at
4 the location of any member participating remotely by telephone.

5 K. Participation remotely by telephone shall be allowed for regular, special, and
6 committee meetings of the Assembly.

7 L. Remarks by members participating remotely by telephone shall be
8 transmitted so as to be audible by all members and the public in attendance at the
9 meeting, provided that in executive session the remarks shall be audible only to
10 those included in the executive session.

11 M. Any member of the public present with the member participating remotely
12 by telephone shall be allowed to speak to the same extent the person was he would if
13 physically present at the meeting.

14 N. As used in these rules, "remote" "telephone" means any system for
15 synchronous two-way voice communication (i.e. telephone) or video conferencing
16 technology. If a member needs to participate remotely, video conferencing technology
17 is preferred. "Mayor" includes the Acting Mayor or any other member serving as
18 chair of the meeting.

19 O. Regular and special meetings of the following entities must be recorded and
20 live broadcast in a manner that is reasonably calculated to provide meaningful
21 remote public observance and participation, when allowed, of the public meeting:

- 22 i. Assembly
- 23 ii. Assembly Standing Committees
- 24 iii. Planning Commission
- 25 iv. Hospital Board
- 26 v. Docks and Harbors Board
- 27 vi. Airport Board
- 28 vii. Ski Area Board
- 29 viii. Systemic Racism Review Committee

30 Any other board, commission, or committee meeting with anticipated substantial
31 public interest should be recorded and live broadcast in a manner that is reasonably
32 calculated to provide meaningful remote public observance and participation, when
33 allowed, of the public meeting.

34

35 **RULE 17. ADOPTION OF ROBERT'S RULES OF ORDER.**

36 The conduct of the meetings of Assembly shall be governed by the Mayor
37 according to Robert's Rules of Order, 11th Edition, except as otherwise provided by
38 Charter, law, or these rules.

39 **Section 2. Repeal of Resolutions.** Resolutions No. 2939 and No. 2862
40 are repealed.

1 **Section 3. Effective Date.** This resolution shall be effective immediately
2 after its adoption.

3 Adopted this ____ day of _____, 2021.

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Attest:

Beth A. Weldon, Mayor

10 _____
11 Elizabeth J. McEwen, Municipal Clerk