



RESOLUTION NO. 39882

1 BY REQUEST OF COUNCIL MEMBER WALKER LEE

2 A RESOLUTION relating to the *Rules of Procedure of the Council of the City of*
3 *Tacoma*; amending Rule 9, relating to Public Comment/Public Forum, by
4 striking existing Section C, "Citizens' Forum – Second Tuesday," and
5 replacing it with a one-year Pilot Project; authorizing the one-time use of an
6 amount up to \$25,000, budgeted from the City Council Contingency Fund,
7 for the purpose of funding a contract to assist in evaluating and developing
8 the format for the revised Citizens' Forums and facilitating the Forums as
9 necessary; and directing the City Manager to negotiate an agreement with
10 the Center for Dialog and Resolution, outlining the scope of work and
11 deliverables.

12 WHEREAS there are concerns that the current Citizens' Forum process
13 does not adequately allow residents to engage with their Council members, and

14 WHEREAS the existing process does not adequately address the variety of
15 concerns across the City, nor does it always address the concerns of diverse
16 communities, and

17 WHEREAS, at the November 28, 2017, Study Session, a Council
18 Consideration Request was shared to amend the *Rules of Procedure of the*
19 *Council of the City of Tacoma* as follows: amend Rule 9, relating to Public
20 Comment/Public Forum, by striking existing Section C, "Citizens' Forum – Second
21 Tuesday," and replacing it with a one-year Pilot Project, as follows:

- 22 • Each Council position shall host a Citizens' Forum in their respective district.
23 The Mayor and Council Members elected At-Large shall host their Forums
24 across the City to tackle broad issues facing the City as a whole. The
25 Mayor and Council Members will each host their Forums once during the
26 calendar year.
- The purpose of these Forums shall be to ensure the residents of the City
have direct access to their Council Members. The Forums for each district
shall focus on issues of concern to residents of that geographic area.



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- The format of these Forums shall allow for more back-and-forth dialogue between residents and Council Members. The City will work with the Center for Dialog and Resolution to develop and implement a strategy to give structure to the dialogue and facilitate conversation.
- The same rules shall be in force, preventing those speaking at Citizens' Forum from advertising, commenting on campaigns or anyone currently elected to or running for office, or directing remarks at a particular Council or staff member. The same rules regarding courtesy and procedure shall be maintained.
- The Forums will not be televised, but may include audio recordings and minutes.
- Attempts will be made to use public facilities with limited costs to the City. All facilities must be accessible to persons with disabilities.
- Attempts will be made, in collaboration with the Office of Equity and Human Rights, to market these Forums to diverse communities and ensure improved language access.
- Only one Forum will be held each month; no Forums will be held in January or December.
- Up to four Council Members are encouraged to attend each meeting because of public meeting notification requirements, but will pay deference to the hosting Council Member, and

WHEREAS this Pilot Project will allow for a broader range of voices to be heard, thereby helping the City Council make thoughtful policy decisions, and further, will ensure that residents of each district have the opportunity to share their views on a variety of topics without having to come to the Municipal Building, and

WHEREAS the City Council desires to retain the services of the Center for Dialog and Resolution to assist in evaluating and developing the format for the revised Citizens' Forums, and facilitating said Forums as necessary, and

WHEREAS the City Council finds that it is in the public interest to use one-time funding, in an amount up to \$25,000, budgeted from the City Council Contingency Funds, for this purpose, and



1 WHEREAS RCW 35.33.145 and 35.34.250 authorize a withdrawal from the
2 City Council Contingency Fund for any municipal expense, the necessity or extent
3 of which could not have been foreseen or reasonably evaluated at the time of
4 adopting the budget, and

5 WHEREAS the need for the consultant services contract could not have
6 been foreseen or reasonably evaluated at the time the City adopted its biennial
7 budget, and

8 WHEREAS Ordinance No. 22569 requires an affirmative vote of not less
9 than six members of the Council in order to withdraw moneys from this fund; Now,
10 Therefore,
11

12 BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TACOMA:

13 Section 1. That the *Rules of Procedure of the Council of the City of Tacoma*
14 is hereby amended as follows: amending Rule 9, relating to Public
15 Comment/Public Forum, by striking existing Section C, Citizens' Forum – Second
16 Tuesday, and replacing it with a one-year Pilot Project, all as more specifically set
17 forth in the attached Exhibit "A."
18

19 Section 2. That one-time funding, in an amount up to \$25,000, budgeted
20 from the City Council Contingency Fund, is hereby approved for the purpose of
21 funding a contract with the Center for Dialog and Resolution to assist in evaluating
22 and developing the format for the revised Citizens' Forums and facilitating Forums
23 as necessary.
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Section 3. That the City Manager is hereby directed to negotiate an agreement with the Center for Dialog and Resolution, outlining the scope of work and deliverables.

Adopted _____

Mayor

Attest:

City Clerk

Approved as to form:

City Attorney



EXHIBIT "A"

RULES OF PROCEDURE OF THE COUNCIL OF THE CITY OF TACOMA

RULE 9 – PUBLIC COMMENT/PUBLIC FORUM

* * *

- C. **Citizens' Forum--Second Tuesday.** ~~On the second Tuesday of each month, time shall be reserved for citizens' comments.~~ The purpose of this forum is to assist the Council in making policy decisions; therefore, items of discussion shall be limited to matters over which the City Council has jurisdiction. A speaker's remarks shall be limited to up to three minutes per person, per Citizens' Forum. Where necessary, due to the number of persons who want to address the Council, the presiding officer shall retain authority to limit all persons' remarks to an equal period of less than three minutes. To further ensure equal opportunity for the public to comment, each person may address the Council only one time during the Citizens' Forum portion of any meeting. ~~Comment shall not be made in support of or opposition to any matter on the Council Agenda for which the time for public comment has passed.~~
 1. Each Council position shall host a Citizens' Forum in their respective district. The Mayor and Council Members elected At-Large shall host their Forums across the City to tackle broad issues facing the City as a whole. The Mayor and Council Members will each host their Forums once during the calendar year.
 2. The purpose of these Forums shall be to ensure the residents of the City have direct access to their Council Members. The Forums for each district shall focus on issues of concern to residents of that geographic area.
 3. The format of these Forums shall allow for more back-and-forth dialogue between residents and Council Members. The City will work with the Center for Dialog and Resolution to develop and implement a strategy to give structure to the dialogue and facilitate conversation.
 4. The same rules shall be in force, preventing those speaking at Citizens' Forum from advertising, commenting on campaigns or anyone currently elected to or running for office, or directing remarks at a particular Council or staff member. The same rules regarding courtesy and procedure shall be maintained.
 5. The Forums will not be televised, but may include audio recordings and minutes.
 6. Attempts will be made to use public facilities with limited costs to the City. All facilities must be accessible to persons with disabilities.

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7. Attempts will be made, in collaboration with the Office of Equity and Human Rights, to market these Forums to diverse communities and ensure improved language access.

8. Only one Forum will be held each month; no Forums will be held in January or December.

9. Up to four Council Members are encouraged to attend each meeting because of public meeting notification requirements, but will pay deference to the hosting Council Member.

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