



CITY COUNCIL MEETING AGENDA

August 12, 2026

7:00 PM

Civic Center

The Granite City Council will hold its meeting in person. A Zoom link may be requested by contacting the City Clerk by email: Darla.Wilkins@ci.granite-falls.wa.us, no later than 3:00 PM on the day of the meeting. Virtual access is provided for listening purposes only. Public comment will not be accepted via Zoom. City residents who wish to provide comment may email the City Clerk with their name, address, and the message they would like to have read into the record.

- 1. CALL TO ORDER**
- 2. FLAG SALUTE**
- 3. ROLL CALL**
- 4. NEW BUSINESS**
 - 4.a. Council Interference RCW Presentation
Consultant City Attorney Emily Guildner**
 - 4.b. Discussion - GFMC Chapter 2.08 (City Council) review of draft amendments and
Council direction**
- 5. CURRENT BUSINESS**
- 6. ADJOURNMENT**

The City of Granite Falls strives to provide access and services to all members of the public.



CITY COUNCIL AGENDA BILL

Subject: Council Interference RCW
Presentation
Consultant City Attorney Emily Guildner

Originating Dept.: City Clerk

Approval(s): City Manager
City Clerk
Consultant City Attorney

Action Recommended: N/A -
Presentation Only

Meeting Date: August 12, 2026

Date Submitted: 8/6/2026

Exhibit(s):

1. 03032GF Roles and Responsibilities
presentation UPDATED

Budgeted Amount:
BARS Code:

Summary Statement:

Background:

Recommended Motion:

ROLES AND RESPONSIBILITIES

Manager as Chief Executive

Council as Chief Legislator

WHY THIS BRIEFING

At the most recent AWC (Association of Washington Cities) conference, Councilmember Straugn participated in a class where the state statute governing council-manager roles was discussed.

Councilmember Straugn and the City Manager were both unfamiliar with the RCW and its specific requirements.

They asked the City Attorney to brief the full Council so all members share the same understanding of the statute and its practical application.

Tonight: the statute's actual words, how the council-manager form allocates authority, and what it means day to day in Granite Falls.

RCW 35A.13.120 - CITY MANAGER: INTERFERENCE BY COUNCILMEMBERS

“Neither the council, nor any of its committees or members, shall direct the appointment of any person to, or his or her removal from, office by the city manager or any of his or her subordinates. Except for the purpose of inquiry, the council and its members shall deal with the administrative service solely through the manager and neither the council nor any committee or member thereof shall give orders to any subordinate of the city manager, either publicly or privately. The provisions of this section do not prohibit the council, while in open session, from fully and freely discussing with the city manager anything pertaining to appointments and removals of city officers and employees and city affairs.”

Source: Chapter 35A.13 RCW — Council-manager plan of government
(<https://app.leg.wa.gov/RCW/default.aspx?cite=35A.13.120>)

CHECKS AND BALANCES

<https://www.youtube.com/watch?v=-EISWIY9bG8>

Three Branches of Government – School House Rock

The idea of checks and balances, was first proposed by the Greek statesman, Polybius, in reference to the government of Ancient Rome. During the Age of Enlightenment, French philosopher, Baron de Montesquieu, discussed in his work, *The Spirit of Laws*, the need for the separation of powers to prevent despotism.

MISSION SPRINGS CASE

Exercising authority outside of what is granted in state statutes opens the city to repercussions including invalidating the action taken, fines against individual actors, award of attorneys fees, and damages awarded against the city for constitutional or civil rights violations.

Mission Springs, Inc. v. City of Spokane, 134 Wn.2d 947, 954 P.2d 250 (1998).

The WA Supreme Court voiced its position that the applicant in that case had a cause of action under RCW 64.40.020 because Spokane “arbitrarily refused to process Mission Springs grading permit application and unlawfully withheld the permit as well.” Mission Springs, 134 Wn.2d at 962.

LEGISLATIVE AUTHORITY

Local legislative authority is generally limited to what the state specifically grants to the city.

However, code cities, have more extensive powers called "home rule" that permit them to exercise authority not specifically granted, provided that the state has not specifically prohibited that local authority.

Enact an agency budget (Define the powers, functions, and duties of municipal officers and employees; Fix the compensation of municipal officers and employees; Establish the working conditions of municipal officers and employees; Maintain retirement and pension systems)

Impose fines and penalties for violation of city ordinances; Regulate the acquisition, sale, ownership, and other disposition of real property; Provide governmental, recreational, educational, cultural, and social services; Impose taxes, as authorized by state law; Cause the agency to own and operate utilities; Approve claims against the agency; Grant franchises for the use of public ways; and License, for the purpose of revenue and regulation, most any type of business

MANAGER AUTHORITY

Chief Executive

- Policy and administration are separate. All legislative and policymaking powers are vested in the city council.

The city manager provides policy advice, directs the daily operations of city government, handles personnel functions (including the power to appoint and remove employees) and is responsible for preparing the city budget.

Under the council-manager statutes, the city council is prohibited from interfering with the manager's administration. The city manager, however, is directly accountable to and can be removed by a majority vote of the council at any time.

EXECUTIVE/ADMINISTRATION VS. LEGISLATIVE

Implementation vs. Policy Setting – (Think of it like a menu/recipe creator and the chef that prepares it.)

Examples of tension between policy and implementation:

- Enforcement of Jaywalking – Code is policy, enforcement priorities are executive/administrative
- Enforcement of Animal control code
- Building and Development permit and administrations – code and comp plan are policy, permit issuance is administrative

Common areas of conflict: Personnel and Budget

Council only resource is to remove a Manager by a majority vote

KEY POINTS

Permitting – Council sets the standards in the Comp plan and code; Manager and staff carry out within bounds of code but have discretion to interpret.

Communication with the public – Council can receive feedback and can look at big picture but has no authority in individual matters or projects; Manager can receive individual feedback but must operate within the policy guidelines set forth by council and reports back to the Council

Personnel matters - In cities, the council creates departments, authorizes positions, adopts job descriptions, and fixes compensation. However, day-to-day administration of staff, including directing the work of staff and hiring and firing of staff, is the responsibility of the Manager

QUESTIONS?

Answer: It depends 😊



CITY COUNCIL AGENDA BILL

Subject: Discussion - GFMC Chapter 2.08 (City Council) review of draft amendments and Council direction
Originating Dept.: City Manager
Approval(s):

Action Recommended: No final action is requested at this work session. Chapter 2.08 GFMC may be amended only by ordinance, and adoption is scheduled to follow the August 19, 2026 public hearing.

Meeting Date: August 12, 2026

Date Submitted: 8/2/2026

Exhibit(s):

1. GFMC Chapter 2-08 Worksession
2. 03032GF - Ord 1082 GFMC Chapter 2.08 Redline Rewrite for August 12 Worksession
3. 03032GF - Ord 1082 GFMC Chapter 2.08 Revised

Budgeted Amount: NA

BARS Code: NA

Summary Statement:

- Review the redline draft of Chapter 2.08 GFMC prepared by staff and the city attorney in response to Council direction given on July 1, 2026;
- Resolve, or give direction on, the four policy choices that remain open: the regular meeting start time, the written-testimony deadline, the treatment of remote participation on quasi-judicial matters, and whether any change to the committees subsection is desired;
- Provide any further direction to staff on the draft; and
- Confirm whether the draft should be advanced to a public hearing on August 19,

2026, with consideration of adopting Ordinance No. 1082-2026 to follow.

Background:

Chapter 2.08 GFMC governs the City Council and covers: elections and oath, duties, expenses, eligibility for other city positions, forms of address, vacancies, meeting rules, special meetings, meeting procedures, and enacted ordinances, resolutions and motions. Substantial portions of the chapter date from Ordinance No. 776-09 (2009), with limited amendments in 2010, 2014, 2015, and 2022. Several provisions no longer match state law, the council-manager form of government, or the Council's actual meeting practice.

In spring 2026, the city manager circulated a written survey asking each Councilmember to review Chapter 2.08 section by section. Ten recurring themes emerged from the responses: public comment timing; workshop comment practice; council-manager role clarity; agenda and order of business; remote attendance; voting and minutes; meeting logistics; expenses; forms of address and decorum; and compensation and the salary commission.

At its regular meeting on July 1, 2026, the Council worked through each theme with the city manager and the city attorney. Council gave non-binding direction on each item by show of hands or express consensus and directed staff and the city attorney to prepare a redraft, return it at a work session, and, if the Council concurred, schedule a public hearing followed by consideration of an adopting ordinance.

Recommended Motion:

None - discussion only



CITY OF GRANITE FALLS

CITY COUNCIL WORKSESSION

GFMC Chapter 2.08 - Draft

Regular Work Session · Wednesday, August 12, 2026

Draft Ordinance No. 1082-2026. No final action is requested at the work session.



PURPOSE

Objectives

On July 1, 2026, Council gave direction section by section. Staff and the city attorney have prepared a revised draft of Chapter 2.08. Tonight, Council reviews the draft and closes out the remaining policy prior to the public hearing on August 19, 2026.

What has changed

The July 1 discussion is now drafted code language - a tracked-changes redline of every amended section, set out at full length.

What tonight is for

Confirm the draft reflects Council direction, and resolve the four choices that are still bracketed in the draft.

What comes next

If Council concurs, on August 19th public hearing and returns Ordinance No. 1082-2026 for adoption consideration.

Objective

Confirm the redline, resolve four open choices, and direct staff to prepare for the August 19 public hearing. A decision checklist near the end of the deck captures the result.



PROCESS

Schedule

JUL 1

Council direction

Section-by-section discussion with the city manager and city attorney. Non-binding direction given on each theme.

AUG 12

This work session

Review the DRAFT, resolve the open policy choices, and confirm whether to advance.

AUG 19

Public hearing

Noticed public hearing on the proposed amendments, including both start-time options.

AFTER

Adoption consideration

Council considers Ordinance No. 1082-2026. Effective five days after publication.

No final action tonight. Chapter 2.08 GFMC can be amended only by ordinance. Because the ordinance amends existing sections, those sections must be set out at full length - which is why the draft carries the whole chapter as Exhibit A.



JULY 1 DIRECTION

What Council directed - and what the draft does with it

Public comment

Invite comment on every agenda item after the staff report and Council questions - including discussion-only items.

Written testimony

Add it to code with a reasonable deadline; distribute to Council.

Group spokesperson

Remove it. Keep reasonable time and manner limits instead.

Workshop comment

Allow comment limited to work session agenda items; encourage written comment.

Order of business

City manager report early with staff reports; keep all three comment items at the end.

Special meetings

Add the city manager as a caller; keep mayor and three-member authority.

Vacancies

Three consecutive unexcused absences, work sessions included; Council excuses or declines.

Comment time limits

Strike the 5- and 15-minute limits; keep the process.

Start time

Carry both 6:00 p.m. and 7:00 p.m. to the public hearing.

Voting and minutes

Voice vote, aggregate result; roll call on request or on any dissent.

Remote attendance

Replace telephonic; remove the annual cap; approved remote members count for quorum.

Expenses

Split compensation from reimbursement; drop the \$100 figure.

Each item was confirmed by a show of hands or express consensus on July 1, 2026. The following slides show how each is drafted.



LEGISLATIVE HISTORY

History of our current chapter 2.08

Chapter 2.08 GFMC was built up over six ordinances. That history explains the mayor / city manager remnants and the outdated compensation figure Council flagged on July 1.

Ordinance	Year	What it did to Chapter 2.08	Impacts
Ord. 776-09	2009	Repealed Ords. 307 and 506; repealed and replaced Chapter 2.08 GFMC with a new "City Council" chapter. 2.08.030 was titled "Compensation": \$100/month plus expenses approved by resolution.	Source of the group-spokesperson rule, the 10:30 p.m. rule, silence-as-affirmative, and telephonic attendance.
Ord. 803-10	2010	Amended 2.08.090(C), the order of business, to receive staff reports earlier in regular meetings.	Precedent for moving the city manager report up with staff reports.
Ord. 864-2014	2014	Amended 2.08.070(B): first and third Mondays at 7:30 p.m., workshop the second Monday.	Council has changed the meeting day and time before, by ordinance.
Ord. 875-2014	2014	Amended 2.08.070(B) again: first and third Wednesdays at 7:00 p.m., work session the second Wednesday.	Source of today's schedule and of the fixed City Hall address in the code.
Ord. 904-2015	2015	Adopted after voters approved the council-manager plan. Amended many sections, including 2.08.070 and 2.08.090, substituting "city manager" for "mayor" / "city administrator."	Removed the mayor's executive-head language but left mayor-council residue elsewhere in the chapter.
Ord. 1023-2022	2022	Amended 2.08.030, retitled it "Expenses," and added Chapter 2.58 GFMC (salary commission) - while keeping the \$100/month sentence.	Why one section now mixes compensation and expenses, and why an outdated figure remains.



FRAMING

Legal guardrails vs. Council policy choices

Some of what follows is fixed by state law. The rest is Council's to decide. Knowing which is which keeps tonight efficient.

FIXED BY STATE LAW

- Public-comment opportunity at or before every regular meeting where final action is taken; written testimony that is accepted must be distributed to Council (RCW 42.30.240).
- Special meetings: presiding officer or a majority may call; 24-hour notice specifying time, place, and business; final disposition limited to the noticed business (RCW 42.30.080).
- Council-manager form: the city manager is chief executive and administrative head; the mayor chairs, presides, and is ceremonial head (Ch. 35A.13 RCW).
- Three consecutive unexcused absences from regular meetings create a vacancy (RCW 35A.12.060).
- Majority is a quorum; any member may demand a roll call with ayes and nays recorded; ordinances, franchises, and payment resolutions need a majority of the whole membership (RCW 35A.12.120).

COUNCIL POLICY DISCRETION

- Whether and when to invite comment on each agenda item beyond the legal minimum - including at work sessions.
- Meeting start time and how the location is described.
- Order of business; comment categories and time limits.
- How votes are recorded in the minutes, within the roll-call right in RCW 35A.12.120.
- Remote-attendance policy within Open Public Meetings Act limits.
- Adding the city manager as a person who may call a special meeting - an addition to, not a subtraction from, the statute.



CHANGE 1 · GFMC 2.08.090(C)(2)-(4), (6)

Public comment on regular agenda items

WHAT THE CODE SAYS TODAY

- Comment on items not on the agenda is taken after the speaker states name, address, and subject.
- Comment on agenda items is permitted, but only on request during the item discussion, and the presiding officer rules on appropriateness item by item.
- A single-subject group must designate a spokesperson limited to five minutes and file a list of constituents.

WHAT THE DRAFT DOES

- For every agenda item - not just action items - the presiding officer invites public comment after the staff presentation and after Council questions of staff, and before Council deliberation and action.
- Three minutes per person per item, unless Council sets a different limit by majority vote.
- Written comment is expressly allowed on any matter, with a stated deadline for distribution to Council before the meeting, consistent with RCW 42.30.240.
- The group-spokesperson rule is deleted in full - the city attorney advised it is hard to administer live and invites litigation risk.
- Reasonable time and manner limits are retained and can be tightened for a particular item or meeting.

COUNCIL CONFIRMATION

- Written-testimony deadline: [3:00 p.m.] or [5:00 p.m.] on the day of the meeting.
- Confirm the sequence: staff report → Council questions → public comment → Council discussion.



CHANGE 2 · GFMC 2.08.090(D)(2)

Public comment at work session meetings

WHAT THE CODE SAYS TODAY

- The code states flatly that no public comment shall be taken or permitted at any point during the regular work session meetings held on the second Wednesday of each month.
- Practice has differed from the written rule.

WHAT THE DRAFT DOES

- The absolute prohibition is removed. Public comment is permitted at work sessions, limited to items on the work session agenda.
- Same sequence as a regular meeting: staff presentation, Council clarifying questions, then comment, then Council discussion.
- Three minutes per person per item, with the same reasonable limits available.
- Written comment on work session items is encouraged and distributed to Council.
- The draft states that work sessions are regular meetings under state law, even though final action is not typical.

COUNCIL CONFIRMATION

- Confirm that comment is limited to work session agenda items only - not general comment - and that written comment is encouraged in the same provision.



CHANGE 3 · GFMC 2.08.070(D), (G); .080; .090(C)(1)

Council-manager roles, order of business, special meetings

WHAT THE CODE SAYS TODAY

- The order of business lists staff reports early, then mayor, council, and city manager comments near the end.
- GFMC 2.08.070(D) still carries mayor-council residue from before the 2015 transition.
- Special meetings may be called by the mayor or on the written request of three councilmembers.

WHAT THE DRAFT DOES

- A city manager's report is added early, with the staff reports; the written report goes out with the packet.
- Mayor, Council, and city manager comments all stay at the end of the agenda - Council was clear on this.
- GFMC 2.08.070(D) states the council-manager structure: the mayor chairs, presides, and is ceremonial head; the city manager is chief executive and administrative head.
- If both the mayor and mayor pro tempore are absent, the members present may select a member to preside, who keeps the right to vote.
- GFMC 2.08.080 adds the city manager as a person who may call a special meeting, keeping mayor and three-member authority, and adds website posting and the limit on final disposition.

COUNCIL CONFIRMATION

- Confirm the three comment items stay at the end and that the city manager is added as a special-meeting caller.



CHANGE 4 · GFMC 2.08.060

Vacancies, attendance, and mayor pro tempore

WHAT THE CODE SAYS TODAY

- The section says that if a member is absent from three consecutive meetings without permission, "the office shall be declared vacant by the council" - which reads as both automatic and requiring Council action.
- Mayor pro tempore rules appear both here and in GFMC 2.04.040.

WHAT THE DRAFT DOES

- States the RCW 35A.12.060 rule directly: the position becomes vacant on three consecutive regular meetings missed without being excused.
- Confirms that regular work sessions count, because they are regularly scheduled and therefore regular meetings.
- Makes clear the Council's operative action is to excuse or decline to excuse an absence - no separate declaration of vacancy is needed.
- The city manager or city clerk notifies Council when a vacancy has occurred.
- Mayor pro tempore rules are cross-referenced to GFMC 2.04.040 and state law rather than restated.
- A member approved to attend remotely is present, not absent.

COUNCIL CONFIRMATION

- Confirm that regular work sessions count toward the three consecutive meetings, and that mayor pro tempore rules are cross-referenced rather than duplicated.



CHANGE 5 · GFMC 2.08.070(B); .090(C)(7)

Meeting logistics: start time, location, accessibility

WHAT THE CODE SAYS TODAY

- Regular meetings are on the first and third Wednesdays at 7:00 p.m., with a work session the second Wednesday at 7:00 p.m., in the council chambers of City Hall, 206 S. Granite Ave.
- Public comment must be made from the microphone at the lectern, and no comment may be made from any other location.

WHAT THE DRAFT DOES

- The start time is carried in brackets as [6:00 p.m. / 7:00 p.m.] for both regular meetings and work sessions, so the public can comment on both at the August 19 hearing.
- The location is described as stated on the agenda and public notice, rather than a fixed street address - allowing the library, a community center, or another accessible venue.
- The lectern requirement is replaced: comment is made from a location and in a manner designated by the presiding officer that is accessible to the speaker and audible to Council and the public.
- The work session agenda should identify the meeting as a work session.

COUNCIL CONFIRMATION

- Select the start time: [6:00 p.m.] or [7:00 p.m.]. Council directed that both go to the public hearing; one must be chosen before adoption.



CHANGE 6 · GFMC 2.08.090(C)(9), (10), (11)

Appeals of the chair, the 10:30 p.m. rule, comment time limits

WHAT THE CODE SAYS TODAY

- Any ruling by the presiding officer "may be overruled by a vote of a majority of members present," with no process stated.
- The 10:30 p.m. provision requires approval to continue but deems approval given unless a member requests a vote.
- Mayor comments are capped at five minutes, Council comments at fifteen, city manager comments at five.

WHAT THE DRAFT DOES

- A clear appeal procedure: a member moves to appeal immediately, the motion needs a second, brief statements are allowed, and the question is "Shall the ruling of the chair be sustained?" The ruling stands unless a majority of members present overrules it.
- The city attorney may serve as parliamentarian and advise the chair and Council before the vote.
- The 10:30 p.m. rule is rewritten: if no member requests a vote, the meeting may continue; if a member requests a vote, Council may extend to a time certain or adjourn and defer remaining items.
- The five- and fifteen-minute comment limits are struck; the process stays.
- Comments may include business for a future agenda and information of general community interest, with final action deferred unless permitted by law and immediate action is appropriate.

COUNCIL CONFIRMATION

- Confirm the 10:30 p.m. concept is retained for now. If the 6:00 p.m. start is adopted, Council may wish to revisit the end time later.



CHANGE 7 · GFMC 2.08.090(F)(1)-(4)

Voting and how votes are recorded

WHAT THE CODE SAYS TODAY

- Votes are by voice unless "the mayor or any council member" requests a roll call.
- Silence during a voice vote is counted and recorded as an affirmative vote.
- Minutes have shown individual votes as though a roll call were taken, even when none was.

WHAT THE DRAFT DOES

- Voice vote remains the default, and the presiding officer announces the result of every vote - including stating when it is unanimous.
- The minutes record the aggregate result of a voice vote.
- Any member may request a roll call, and the ayes and nays are then recorded - the right guaranteed by RCW 35A.12.120.
- A roll call is required whenever there is a dissent, an abstention, ambiguity, or a vote that is not clearly audible, so individual votes are recorded accurately.
- The silence-as-affirmative rule is deleted, and "presiding officer" replaces "mayor" where appropriate.
- The draft states that ordinances, franchises, and payment resolutions need three affirmative votes on a five-member council, regardless of attendance.

COUNCIL CONFIRMATION

- Confirm the voice-vote default with a required roll call on any dissent, abstention, ambiguity, or inaudible vote.



CHANGE 8 · GFMC 2.08.090(F)(8)

Remote attendance replaces telephonic attendance

WHAT THE CODE SAYS TODAY

- A councilmember may attend by telephone once per calendar year.
- Telephonic attendance does not count toward a quorum.
- The member must notify the clerk three working days ahead and must have received all materials.
- Telephone attendance for voting on a quasi-judicial matter is prohibited.

WHAT THE DRAFT DOES

- "Telephonic" is replaced with "remote," and the once-per-calendar-year cap is removed.
- The member requests remote attendance in advance when practicable; Council permits it for that meeting by affirmative motion.
- If approved, the member counts as present for quorum and voting, so long as real-time participation is available - two-way audio or an equivalent reliable means, materials received, and the vote clearly recordable.
- If real-time participation is lost and cannot be restored, the chair states it on the record and the member is treated as absent for the remainder.
- If remote attendance is not approved and the member does not attend, the absence is unexcused unless Council separately excuses it.
- Quasi-judicial matters: remote participation only if consistent with law and due process and on the advice of the city attorney - with a bracketed alternative that prohibits it outright.

COUNCIL CONFIRMATION

- Choose the quasi-judicial rule: conservative "only with attorney advice" or an outright prohibition.
- Confirm the motion-to-permit mechanism as the safeguard against abuse.



CHANGE 9 · GFMC 2.08.030, .040, .050, .100

Expenses, compensation, eligibility, forms of address

WHAT THE CODE SAYS TODAY

- GFMC 2.08.030 combines expense reimbursement "by resolution of the council" with a statement that compensation is \$100.00 per month until changed by the salary commission - a structure left over from Ord. 776-09 and Ord. 1023-2022.
- GFMC 2.08.040 bars service as a city employee or police reserve officer.
- GFMC 2.08.050 sets forms of address.
- GFMC 2.08.100(E)(1) begins a sentence with a lowercase "however."

WHAT THE DRAFT DOES

- GFMC 2.08.030 is split: subsection (A) covers reimbursement of actual and necessary expenses through the ordinary claims process, with no resolution required for each claim; subsection (B) refers compensation to the Chapter 2.58 GFMC salary commission.
- The \$100.00 per month figure is removed from the code.
- GFMC 2.08.040 keeps the city-employee and reserve-officer prohibition and adds alignment with state law on incompatible offices.
- GFMC 2.08.050 is kept, framed as professional norms rather than a basis for a point of order.
- GFMC 2.08.100(E)(1): "however" corrected to "However." No other change.
- GFMC 2.08.020 (Duties) and 2.08.010 (Elections - Oath): no change.

COUNCIL CONFIRMATION Confirm removal of the \$100 figure and the referral of compensation to the Chapter 2.58 salary commission, subject to city attorney confirmation.



OPEN ITEMS

Choices that still need Council direction

Everything else in the draft follows July 1 direction. These four - plus one carry-forward – require a firm decision.

1	Regular meeting start time	[6:00 p.m.] or [7:00 p.m.]	A majority favored 6:00 p.m. on July 1; one member described real conflicts. Both go to the August 19 hearing - one must be chosen before adoption. Applies to work sessions as well.
2	Written-testimony deadline	[3:00 p.m.] or [5:00 p.m.] day of meeting	Must leave time to distribute testimony to Council before the meeting. Late submissions are still distributed and entered into the record.
3	Remote attendance - quasi-judicial	Attorney-advice rule or outright prohibition	Today's code prohibits telephonic participation in quasi-judicial votes. The conservative rule keeps flexibility; the alternative is simpler and safer.
4	Committees - GFMC 2.08.090(G)	Leave unchanged or refer for review	No direction was given on July 1. Staff recommends leaving it unchanged in this ordinance.
5	Meeting end time - 10:30 p.m.	Retained, clarified	Council directed keeping the concept for now. Worth revisiting if the 6:00 p.m. start is adopted.



NEXT STEPS

Proposed Timeline

1

Tonight - August 12

Confirm the redline; resolve the four open choices; direct staff whether to advance. No final action.

2

Notice the hearing

Staff prepares for the August 19 public hearing, carrying both start-time options for public comment.

3

August 19 - public hearing

Council takes oral and written testimony on the proposed amendments.

4

Adoption consideration

Ordinance No. 1082-2026 is presented. Amended sections are set out at full length in Exhibit A, as state law requires.

5

Publication and effect

Publication by summary is permitted; the ordinance takes effect five days after publication. The clerk and code reviser may correct scrivener's errors.

Suggested direction: finalize the draft as discussed, reaffirm the August 19 public hearing, and return Ordinance No. 1082-2026 for adoption consideration.



CAPTURE DIRECTION

Decision checklist for August 12

Mark Council's direction on each item. Editable - fill in during the meeting.

Item	Draft is correct	Revise	Decision made tonight / notes
Public comment on all agenda items - 2.08.090(C)(2)	☐	☐	
Written testimony and deadline - 2.08.090(C)(3)	☐	☐	
Work session public comment - 2.08.090(D)(2)	☐	☐	
City manager report and order of business - 2.08.070(G), .090(C)(1)	☐	☐	
Special meeting callers - 2.08.080	☐	☐	
Vacancies and attendance - 2.08.060	☐	☐	
Start time [6:00 / 7:00 p.m.] - 2.08.070(B)	☐	☐	
Location and accessible participation - 2.08.070(B), .090(C)(7)	☐	☐	
Appeal of the chair and 10:30 p.m. - 2.08.090(C)(9), (10)	☐	☐	
Voting and recording of votes - 2.08.090(F)(1), (2)	☐	☐	
Remote attendance and quasi-judicial rule - 2.08.090(F)(8)	☐	☐	
Expenses and compensation - 2.08.030	☐	☐	
Committees - 2.08.090(G)	☐	☐	



APPENDIX

Draft summary by section (1 of 2)

Section	Current code	As redlined
2.08.010	Elections - Oath. Five members, four-year terms, oath filed with the clerk.	No change.
2.08.020	Duties. Council is the legislative division of city government.	No change. Role clarity is handled in 2.08.070(D).
2.08.030	Expenses. Reimbursement by resolution; compensation \$100.00 per month until changed by the salary commission.	Retitled "Expenses and compensation." Split into (A) reimbursement through the ordinary claims process and (B) compensation set by the Chapter 2.58 salary commission. \$100 figure removed.
2.08.040	Eligibility. No council member may be a police reserve officer or city employee.	Prohibition retained; alignment with state law on incompatible offices added.
2.08.050	Forms of address. "Mayor (surname)" and "council member (surname)."	Retained, framed as professional norms rather than a basis for a point of order.
2.08.060	Vacancies. Three consecutive absences without permission: the office "shall be declared vacant by the council."	Rewritten as (A) vacancy under RCW 35A.12.060 including work sessions, (B) Council excuses or declines and staff notifies, (C) filling vacancies, (D) mayor pro tempore cross-reference.



APPENDIX

Redline summary by section (2 of 2)

Section	Current code	As redlined
2.08.070	Meeting rules. 7:00 p.m. Wednesdays at City Hall, 206 S. Granite Ave.; presiding officer; quorum; absences; agenda; notice; minutes.	Start time bracketed [6:00 / 7:00 p.m.]; location by agenda and notice; council-manager role language; presiding order if mayor and pro tem absent; unexcused absences tied to 2.08.060; city manager report added to the packet.
2.08.080	Special meetings. Called by the mayor or three council members; 24-hour notice; waiver and emergency.	City manager added as a caller; website posting added; final disposition limited to the noticed business.
2.08.090	Meeting procedures. Order of business; comment rules; group spokesperson; lectern; 10:30 p.m.; voting; telephonic attendance; committees.	Comment on every agenda item; written testimony added; group spokesperson deleted; work session comment allowed; lectern replaced; appeal of the chair added; 10:30 p.m. rewritten; voting and vote recording rewritten; remote attendance replaces telephonic; committees unchanged.
2.08.100	Enacted ordinances, resolutions and motions. Subsection (E)(1) begins a sentence with a lowercase "however."	Corrected to "However." No other change.

2.08.010 Elections - Oath.

The five members of the council shall be elected and each serve a four-year term pursuant to RCW 29A.04.321 and 29A.04.330. Each council member, before entering upon the duties of the office, shall take, and file with the city clerk, an oath of office.

(Ord. 776 § 1, 2009)

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2.08.020 Duties.

The council shall be the legislative division of the city government and shall perform such duties and have such powers as may be authorized by statute.

(Ord. 776 § 1, 2009)

2.08.030 Expenses and compensation.

(A) Expense reimbursement. Council members shall be reimbursed for actual and necessary expenses incurred in the discharge of official duties upon submission of a claim in the form and manner required by the city's ordinary claims process and applicable city financial policies. A separate resolution of the council is not required for each individual claim; claims are approved through the city's regular voucher and claims approval process.

(B) Compensation. Compensation of council members shall be in the amount established, and as thereafter increased or decreased, by the independent salary commission established under Chapter 2.58 GFMC, subject to applicable state law. Compensation is separate and distinct from reimbursement of actual and necessary expenses under subsection (A) of this section.

(Ord. 776 § 1, 2009; Ord. 1023 § 1, 2022; Ord. 1082-2026 § , 2026)

Deleted: Council members may be reimbursed for actual expenses incurred in the discharge of official duties upon presentation of a claim therefor and its allowance and approval by resolution of the council. Compensation shall be \$100.00 per month until increased or decreased by the salary commission established by Chapter 2.58 GFMC.

2.08.040 Eligibility for other city positions.

An elected or appointed city council member shall not hold the position of police reserve officer or city employee for the city. In addition, no council member shall hold any other office or position that is incompatible with the office of council member under state law, and the eligibility of a council member to hold any other office or position shall be determined in accordance with applicable state law.

(Ord. 776 § 1, 2009; Ord. 1082-2026 § , 2026)

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2.08.050 Forms of address.

The mayor shall be addressed as "mayor (surname)." Members of the council shall be addressed as "council member (surname)." These forms of address state the professional norms of the council and are intended to support an orderly and respectful meeting; they are not intended to create a basis for a point of order or other procedural objection.

(Ord. 776 § 1, 2009; Ord. 1082-2026 § , 2026)

Deleted: If a member of the council is absent from three consecutive meetings, unless by permission of the council, the office shall be declared vacant by the council. Vacancies in the council shall be filled by a majority vote of the council. An appointed council member shall hold office only until the next general election, at which time a person shall be elected to serve for the remainder of the unexpired term....

2.08.060 Vacancies; attendance.

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(A) Vacancy for nonattendance. Consistent with RCW 35A.12.060, a council position shall become vacant if the council member fails to attend three consecutive regular meetings of the council without being excused by the council. For purposes of this section, "regular meetings" includes regular work session meetings held under GFMC 2.08.070(B), because those meetings are regular meetings of the council under state law.

(B) Council action. The action taken by the council with respect to each absence is the action to excuse, or to decline to excuse, that absence under GFMC 2.08.070(F). No separate declaration of vacancy is required for the vacancy to occur. When a vacancy has occurred under subsection (A) of this section, the city manager or the city clerk shall notify the council, and the clerk shall make an appropriate notation in the record.

(C) Filling vacancies. Vacancies in the council shall be filled by a majority vote of the remaining members of the council in accordance with applicable state law. An appointed council member shall hold office only until the next general municipal election at which the position may lawfully be filled, at which time a person shall be elected to serve for the remainder of the unexpired term.

(D) Mayor pro tempore. The selection, term, and authority of the mayor pro tempore (also referred to as deputy mayor) are governed by GFMC 2.04.040 and applicable state law, including RCW 35A.12.065 and 35A.12.110, and are not restated in this chapter.

(Ord. 776 § 1, 2009; Ord. 1082-2026 § , 2026)

2.08.070 Meeting rules.

(A) Statutory Compliance Required. Meetings of the council shall be conducted in accordance with the laws of the state as the same are now or hereafter shall be in force.

(B) Time and Place. Legal Holidays. Regular meetings of the council shall be held on the first and third Wednesdays of each month at the hour of [6:00 p.m. / 7:00 p.m., policy choice reserved for Council], and a regular work session meeting on the second Wednesday of each month at the hour of [6:00 p.m. / 7:00 p.m., policy choice reserved for Council]. The meetings shall be held at the location stated on the agenda and public notice for the meeting, and shall be open to the public. Regular meetings may be adjourned from time to time during the month, as necessity may require, by the majority vote of the council members present at any such regular meeting. Less than a quorum of the governing body may also adjourn from time to time, and if all members are absent from any regular or adjourned meeting, the city clerk may declare the meeting adjourned to a stated time and place and provide notice in accordance with RCW 42.30.080 and 42.30.090. In the event a regular meeting of the council occurs on a legal holiday, the council shall hold its regular meeting on the next secular day following the legal holiday.

(C) Open to the Public. All meetings of the city council shall be open to the public, except as provided for in RCW 42.30.110 or 42.30.140.

(D) Presiding Officer. The mayor shall preside at meetings of the council. In the council-manager plan of government under Chapter 35A.13 RCW, the mayor is chosen from among the members of the council, serves as chair of the council and as the ceremonial head of the city, and has no regular administrative duties; the city manager is the chief executive officer and head of the administrative branch of city government. In case of the mayor's absence or temporary disability, the mayor pro tempore selected under GFMC 2.04.040 shall preside. If both the mayor and the mayor pro tempore are absent, the members present may, by majority vote, select one of their number to preside, and the member so selected retains the right to vote as a council member. The member presiding is referred to as "presiding officer" in this chapter.

(1) Preservation of Order. The presiding officer shall preserve order and decorum, confining council members to debate the question under discussion.

(2) Powers. The mayor shall:

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Deleted: in the council chambers of City Hall, 206 S. Granite Ave., Granite Falls, Washington,

Deleted: the council, by majority vote, shall appoint a mayor pro tempore from its membership.

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(a) Be the official and ceremonial head of the city and shall represent the city on ceremonial occasions, except that, when illness or other duties prevent the mayor's attendance, the mayor pro tempore or other council member or suitable person may be designated by the mayor to represent the city on such occasion.

(b) Perform such other duties as are assigned to the presiding officer by this chapter and by state law, and, if and to the extent authorized by ordinance or by state law, serve in the role provided for the mayor in an emergency or civil emergency.

(E) Quorum. Attendance of a majority of the members of the council shall constitute a quorum thereof, consistent with RCW 35A.12.120.

(F) Attendance/Excused Absences. If absence is anticipated, a council member shall contact the presiding officer, fellow council member, or city clerk prior to the meeting and state the reason for his or her inability to attend the meeting. Following roll call, the presiding officer, fellow council member, or city clerk shall inform the council of the member's absence and state the reason for such absence. If there is a motion to excuse the member, this motion shall be nondebatable. Upon passage of such motion by a majority of members present, the absent member shall be considered excused and the clerk will make an appropriate notation in the minutes. An absence that is not excused by the council is an unexcused absence for purposes of GFMC 2.08.060. A member permitted to attend remotely under GFMC 2.08.090(F)(8) is present at the meeting and is not absent for purposes of this subsection or GFMC 2.08.060.

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(G) Preparation of Agenda/Council Material. As a guideline for advance preparation of the agenda, the city clerk, under the direction of the city manager, shall arrange a list of proposed matters according to the order of business, and prepare and distribute a draft agenda by 5:00 p.m. Friday, at least five days before the next regular city council meeting. Council members may direct the city manager to add items to the agenda as long as the request is received by noon Thursday at least six days before the next regular city council meeting. A copy of the preliminary agenda and supporting materials, including the city manager's written report and staff reports, shall be distributed to council members and city manager and made available to other staff, the media, and city residents in advance of the meeting. At the city council meeting, the city council may, by majority vote of the council members present, delete any item from the agenda, or add any item to it, after stating the reasons for the change.

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(H) Public Notice of Preliminary Meeting Agendas. The public shall be notified of the preliminary agenda for forthcoming council meetings by the city clerk posting a copy of the preliminary agenda at city hall, the post office, and the library by 5:00 p.m. at least two days prior to the scheduled meeting. The preliminary agenda shall also be posted on the city website, The agenda for a regular work session meeting should identify the meeting as a work session.

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(I) Minutes. The city clerk shall be ex officio clerk of the council and shall keep the minutes and records as required by state law, of all council proceedings including public hearings, regular meetings, and special meetings, and perform such other duties in the meeting as may be required by the council or city manager. The minutes kept shall identify the general discussion of the issue in summary form and complete detail of the official action or consensus reached, if any, and shall record votes as provided in GFMC 2.08.090(F).

(Ord. 776 § 1, 2009; Ord. 864 § 1, 2014; Ord. 875 § 1, 2014; Ord. 904 § 4, 2015; Ord. 1082-2026 § , 2026)

2.08.080 Special meetings.

Special meetings of the council may be called by the mayor, by the city manager, or upon the written request of three council members, consistent with RCW 42.30.080; provided, that:

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(A) Notice of the special meeting shall be prepared in writing by the city clerk. The notice shall specify the time and location and the business to be transacted of the meeting. Final disposition shall not be taken on any other matter at the special meeting; and

(B) Notice shall be delivered to each council member, the mayor, and the business office of each local newspaper, radio and/or television station which has on file a written request for notice of special meetings. The notice must be delivered at least 24 hours prior to the start of the special meeting. The notice shall also be posted on the city website and, if applicable, at the physical locations required by RCW 42.30.080.

(C) The notices provided in this section may be dispensed with or disregarded within the circumstances provided by RCW 42.30.080, that is:

- (1) Any member who, at or prior to the time the meeting convenes, files with the city clerk a written waiver of notice;
- (2) Any member who was actually present at the meeting at the time it convenes; and
- (3) In the event a special meeting is called to deal with an emergency involving injury or damage to persons or property or the likelihood of such injury or damage, when time requirements of such notice would make notice impractical and increase the likelihood of such injury or damage.

(Ord. 776 § 1, 2009; Ord. 1082-2026 § , 2026)

2.08.090 Meeting procedures.

(A) Rules of Order. Rules of order and questions of parliamentary procedure not otherwise specified by statute, ordinance or resolution shall be governed by Robert's Rules of Order Newly Revised, current edition. The city attorney may serve as parliamentarian to the council and may advise the presiding officer and the council on questions of parliamentary procedure and points of order.

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(1) A council member desiring to speak shall address the presiding officer and, upon recognition by the presiding officer, shall speak to the issues in a civil manner, respecting the viewpoints of others and avoiding personalities, focusing on the issue at hand, sharing their own motives and reasons for supporting or not supporting an item for discussion, in a polite and courteous manner towards each other and the public.

(2) A council member, while speaking, should not be interrupted unless it be to call the council member to order.

(3) Council members have the right to speak more than once on the same question; provided, however, that before speaking a second time, all other council members who have not yet spoken on the question and who desire the floor must be allowed the opportunity first.

(B) Motions. All items of business placed before the council that require the expenditure of council and/or administration resources shall be in the form of an affirmative motion. Affirmative motions are preferred to prevent "approval by default" of a failed negative motion.

(C) Order of Business - ~~Regular Meetings - First and Third Wednesdays~~. The accepted order of business of all the regular meetings of the council held on the first and third Wednesdays of each month shall be transacted as shown in the following list; provided, however, that during a council meeting the council may, by majority vote, rearrange the order of the items on the agenda, or postpone any item, or add any item to the agenda, to conduct the business before the council more expeditiously or in a manner desired by the council. This accepted order of business may also be changed periodically from the format shown as follows:

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- (1) (a) Call to order.
- (b) Flag salute.
- (c) Roll call.
- (d) Consent agenda.

(e) City manager's report.

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(f) Staff reports.

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(g) Public comment on items not on the agenda.

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(h) New business.

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(i) Current business.

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(j) Mayor's comments.

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(k) Council comments.

Deleted: (i) Mayor's comments (five minutes).

(l) City manager's comments.

Deleted: (j) Council comments (15 minutes).

(m) Executive session (if requested).

Deleted: (k) City manager's comments (five minutes).

(n) Adjourn.

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(2) Public comment on agenda items. For each item of business on the agenda, whether or not final action on the item is contemplated at that meeting, the presiding officer shall invite public comment on that item after the staff presentation and after council members have had the opportunity to ask questions of staff for clarification, and before council deliberation, discussion, and any action on the item. Public comment under this subsection is limited to three minutes per person per item unless the council by majority vote sets a different limit. No final action may be taken at a meeting unless the public has been given the opportunity to comment.

Deleted: (2) All subjects on the current agenda under public comment, and public comment on items not on the agenda, are limited to three minutes per individual unless revised by the city council by majority vote (see subsection (C)(4) of this section).

(3) Written comment. Any person may submit written comment on any matter, whether or not it appears on the agenda. Written comment is encouraged, and the agenda and public notice should state how written comment may be submitted. In order to be distributed to the council in advance of the meeting, written comment must be received by the city clerk no later than [3:00 p.m. / 5:00 p.m.] on the day of the meeting. Written comment that is accepted shall be distributed to the members of the council, consistent with RCW 42.30.240. Written comment received after the deadline shall be distributed to the council as soon as practicable and entered into the record.

Deleted: (3) In the event of single subject group comment, a spokesperson shall be designated to speak on behalf of the group and be limited to five minutes. However, at the discretion of the council by majority vote, additional time allocation for a spokesperson may be allowed. Groups that qualify for this special treatment shall submit to the mayor, prior to comment, a list of present group constituents or others in agreement so that duplication shall not occur.

(4) The city council desires to allow a maximum opportunity for public comment. However, the business of the city must proceed in an orderly, timely manner. At any time, the council, at its sole discretion, may set such reasonable limits on the time and manner of public comment by majority vote as are necessary to prevent disruption of other necessary business. Reasonable limits may include reducing the per-speaker time limit for a particular item or meeting. The presiding officer may decline to take oral comment only where taking comment would make the orderly conduct of the meeting infeasible, consistent with RCW 42.30.240.

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(5) Subjects Not on the Current Agenda. Any member of the public may request time to address the council after first stating their name, address or neighborhood (at the option of the speaker), and the subject of their comments. The presiding officer may then allow the comments subject to the time limitations set forth in this section. Following such comments, the presiding officer may place the matter on a future agenda, or refer the matter to city staff or a council committee for follow up.

(6) Subjects on the Current Agenda. Any member of the public who wishes to address the council on an item on the current agenda may do so when the presiding officer invites comment on that item under subsection (C)(2) of this section. As an option, the presiding officer may invoke a sign-in procedure. The presiding officer may change the order of speakers so that comment is heard in the most logical groupings.

Deleted: shall make such request to the presiding officer at the time when comments from the public are requested during the agenda item discussion.

Deleted: shall rule on the appropriateness of public comments as the agenda item is reached and shall rule on a specific individual or group time limit for public comment. The presiding officer

(7) Comments shall be made from a location and in a manner designated by the presiding officer that is accessible to the speaker and audible to the council and the public, first giving the speaker's name and address or neighborhood (at the option of the speaker). Anyone making "out of order" or disruptive comments shall be subject to removal from the meeting.

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(8) There will be no demonstrations (i.e., clapping or cheering) before, during, or at the conclusion of anyone's presentation.

(9) Appeal of a ruling of the chair. Any council member may appeal a ruling of the presiding officer by moving to appeal the ruling immediately after the ruling is made. The motion requires a second. The presiding officer may briefly state the basis for the ruling and the appealing member may briefly state the basis for the appeal; the motion is not otherwise debatable. The question shall be stated as, "Shall the ruling of the chair be sustained?" The ruling of the chair is sustained unless a majority of the members present votes to overrule it. The presiding officer or any member may request the advice of the city attorney, acting as parliamentarian, before the vote is taken.

Deleted: (9) Any ruling by the presiding officer may be overruled by a vote of a majority of members present.

(10) Adjournment. The council intends that its meetings conclude by 10:30 p.m. If a meeting is still in session at 10:30 p.m., the presiding officer shall ask whether any member requests a vote on whether to continue the meeting. If no member requests a vote, the meeting may continue. If a member requests a vote, the council may, by majority vote of the members present and eligible to vote, extend the meeting to a stated time certain, or adjourn. Items not acted upon or considered shall be deferred to the next regular council meeting as unfinished business unless the council, by majority vote of the members present, determines otherwise.

Deleted: (10) Adjournment. No meeting shall be permitted to continue beyond 10:30 p.m. without the approval of a simple majority of council members present and eligible to vote. The council shall be deemed to have approved an extension of the meeting beyond 10:30 p.m. unless a member requests a vote to whether to extend or adjourn. A new time limit must be established before taking a council vote to extend the meeting. The items not acted upon or considered shall be deferred to the next regular council meeting, as old business, unless the council, by a majority vote of council members present, determines otherwise.

(11) City Manager, Mayor and Council Member Comments and Concerns. The agenda shall provide a time when the city manager ("city manager's comments"), mayor ("mayor's comments") or any council member ("council comments") may bring before the council any business that the speaker feels should be deliberated upon by the council or added to a future agenda, and may share information of general community interest. These matters need not be specifically listed on the agenda, but formal action on such matters shall be deferred until a subsequent council meeting, except that action may be taken where permitted by law and the council determines that immediate action is appropriate, upon a vote of a majority of all council members present. No time limit applies to comments under this subsection.

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Deleted: that for those items that need immediate council action or approval, such action or approval may be taken upon a vote of a majority of all council members present....

(D) Order of Business. Regular Work Session Meetings. Second Wednesday. The accepted order of business of all the regular work session meetings of the council held on the second Wednesday of each month shall be transacted as shown in the following list; provided, however, that during a council meeting the council may, by majority vote, rearrange the order of the items on the agenda, or postpone any item, or add any item to the agenda, to conduct the business before the council more expeditiously or in a manner desired by the council. This accepted order of business may also be changed periodically from the format shown as follows:

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(1) (a) Call to order.

(b) Roll call.

(c) Discussion topics.

(d) Executive session (if requested).

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(e) Adjourn.

(2) Public comment at work session meetings. Regular work session meetings are regular meetings of the council, although final action is not typically taken at a work session. Public comment is permitted at regular work session meetings and is limited to the items appearing on the work session agenda. For each discussion item, the presiding officer shall invite public comment after the staff presentation and after council members have had the opportunity to ask questions for clarification, and before council discussion of the item. Comment is limited to three minutes per person per item unless the council by majority vote sets a different limit, and the reasonable time and manner limits in subsection (C)(4) of this section apply. Written comment on work session agenda items is encouraged and shall be distributed to the council as provided in subsection (C)(3) of this section.

Deleted: (2) No public comment shall be taken or permitted by the city council at any point during regular work session meetings held on the second Wednesday of each month....

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(E) Citizens' Comments. For meetings which include public comment as an agenda item, time shall be set aside for the council to hear from the public, subject to subsections (C)(2) through (C)(7) and (D)(2) of this section.

Deleted: subsection (C)(2) of this section

(1) No member of the public shall be heard until recognized by the presiding officer. Any member of the public interrupting city council proceedings, approaching the dais without permission, otherwise creating a disturbance, or failing to abide by these rules of procedure in addressing the city council, may be charged with disorderly conduct (RCW 9A.84.030, a misdemeanor) and, at the direction of the presiding officer or the majority of the council, may be removed from council chambers.

(2) All remarks shall be made to the city council as a body and not to an individual council member or to the presiding officer.

(3) Each person who addresses the city council shall not make personal, impertinent, slanderous or profane remarks to any council member, the presiding officer, city staff, or the general public. Any person who makes such remarks, or who utters loud, threatening, personal or abusive language, or engages in any other disorderly conduct which disrupts, disturbs or otherwise impedes the orderly conduct of any city council meeting shall, at the discretion of the presiding officer or a majority of the council, be removed from the council chambers and be barred from further audience before the council during that council meeting.

(4) Warning. The presiding officer shall request that a person who is breaching the rules of decorum be orderly and silent. If, after receiving a warning or warnings from the presiding officer, a person persists in disturbing the meeting, the presiding officer or a majority of the council shall order him or her to leave the council meeting. If such person does not remove himself or herself, the presiding officer or a majority of the council may order any law enforcement officer to remove the person from council chambers. Any person who resists removal by the law enforcement officer may be charged with a violation of this section.

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(F) Voting. The votes during all meetings of the council shall be transacted as follows:

(1) Unless otherwise provided for by statute, ordinance, or resolution, all votes shall be taken by voice, and the presiding officer shall announce the result of each vote, except that at the request of any council member, a roll call vote shall be taken by the city clerk and the ayes and nays shall be recorded, consistent with RCW 35A.12.120. The order of the roll call vote shall be determined by the city clerk.

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(2) Recording of votes. For a voice vote, the minutes shall record the aggregate result announced by the presiding officer, including a statement that the vote was unanimous where that is the case. If any member dissents or abstains, if the result is otherwise unclear or ambiguous, or if any member's vote is not clearly audible, the presiding officer shall direct that a roll call vote be taken so that each member's vote is accurately recorded in the minutes. Individual votes shall be recorded in the minutes only where a roll call vote has been taken or where the member's individual vote has otherwise been clearly stated on the record.

Deleted: (2) In the event the presiding officer has called for both aye and nay votes, in addition to abstentions, silence of a council member during a voice vote shall be counted and recorded as an affirmative vote.

(3) In case of a tie vote on any proposal or question, the proposal or question shall fail.

(4) The passage of any ordinance, grant or revocation of franchise or license, and any resolution for the payment of money, shall require the affirmative vote of at least a majority of the whole membership of the council, consistent with RCW 35A.12.120. On a five-member council, this requires three affirmative votes regardless of the number of members present.

(5) The passage of any public emergency ordinance (an ordinance that takes effect immediately), such as an ordinance for provisions for emergencies or expenditures necessary for the protection of the public health, public safety, public property, or public peace, shall require the affirmative vote of at

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least a majority plus one of the whole membership of the council. Public emergency ordinances may not levy taxes; grant, renew or extend a franchise; or authorize the borrowing of money.

(6) The passage of any motion or resolution shall require the affirmative vote of at least a majority of the council members who are present and eligible to vote, unless otherwise authorized or required by provisions of Washington State law, the Granite Falls Municipal Code, or this chapter (see subsection (F)(4) of this section).

(7) A motion or request by a council member (with or without a second) to "call the question" (or similar words indicating an intent to terminate further debate and take a vote on a pending motion) allows a vote on the pending motion to immediately take place, unless any council member requests that the motion to "call the question" be put to a vote, in which case, debate is only terminated if adopted by a two-thirds vote of the council members present.

(8) Remote Attendance.

(a) Request. A council member who wishes to attend a meeting remotely shall notify the city clerk in advance of the meeting whenever practicable so that the necessary connection can be arranged.

(b) Council approval. The council may, by affirmative motion adopted by a majority of the members present, permit a council member to attend that meeting remotely. Approval applies to the meeting for which it is granted.

(c) Effect of approval. A council member permitted to attend remotely is counted as present for purposes of quorum and voting, so long as real-time participation is available throughout the member's participation. Real-time participation requires two-way audio, or an equivalent reliable means of participation, by which the member can hear all that is spoken at the meeting, all persons at the meeting can hear or otherwise reliably receive the member's statements and votes, the member has received the materials for the meeting, and the member's vote can be clearly recorded.

(d) Failure of connection. If real-time participation is lost and cannot promptly be restored, the presiding officer shall so state on the record, and the member shall be treated as absent from the remainder of the meeting unless and until participation is restored.

(e) Effect of denial. If the council does not approve remote attendance and the member does not attend the meeting, the absence is an unexcused absence for purposes of GFMC 2.08.060 unless the council separately votes to excuse the absence under GFMC 2.08.070(F).

(f) Quasi-judicial matters. A council member may participate and vote remotely on a quasi-judicial matter only if doing so is consistent with applicable law and the due process rights of the parties, and only upon the advice of the city attorney. [Alternative for Council consideration: A council member may not participate or vote remotely on a quasi-judicial matter.]

(g) No annual limit. There is no limit on the number of meetings a council member may attend remotely under this subsection; the council retains discretion under subsection (F)(8)(b) of this section to approve or deny each request.

(G) Committees. All special committee members shall be appointed by the city manager with the approval of the council.

(H) Reading of Minutes. Unless a reading of the minutes of a previous council meeting is requested by a council member, such minutes may be approved without reading; provided, that the city clerk has furnished each council member with a written copy of the minutes prior to the present meeting.

Deleted: (8) Telephonic Attendance. A council member may attend a council meeting via telephone once per calendar year. Telephonic attendance of a council member shall not constitute a quorum of the council. In order to attend a council meeting via telephone, a council member shall inform the city clerk no later than three working days before the meeting in order for a telephone connection to be arranged, whereby the voice of the council member can be identified, the council member can hear all that is spoken at the meeting, and all persons at the meeting can hear the council member speak. To attend a council meeting by telephone, a council member shall have received in advance all materials for the meeting. Telephone attendance of a council member for purposes of voting on a quasi-judicial matter at a council meeting is prohibited.

(Ord. 776 § 1, 2009; Ord. 803 § 1, 2010; Ord. 904 § 5, 2015; Ord. 1082-2026 § , 2026)

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2.08.100 Enacted ordinances, resolutions and motions.

(A) An enacted ordinance is a legislative act prescribing general, uniform, and permanent rules or regulations relating to the operation and corporate affairs of the municipality. Council action shall be taken by ordinance when required by law, or where such conduct is enforced by penalty.

(B) An enacted resolution is an administrative act which is a formal statement of policy concerning matters of special or temporary character. Council action shall be taken by resolution when required by law and in those instances where an expression of policy more formal than a motion is desired.

(C) An enacted motion is a form of action taken by the council to direct that a specific action be taken on behalf of the municipality. A motion, once approved and entered into the record, is the equivalent of a resolution in those instances where a resolution is not required by law, and where such motion is not in conflict with existing state or federal statutes, city ordinances, resolutions or these rules.

(D) Resolutions. A resolution may be put to its final passage on the same day on which it was introduced. The title of each resolution shall, in all cases, be read prior to its passage; provided, should a council member request that the entire resolution or certain of its sections be read, such requests shall be granted.

(E) Ordinances. The procedures for consideration and adoption of ordinances are as follows:

(1) An ordinance may be put to its final passage on the same day on which it was introduced by passage of a council member's motion for first and final reading and adoption of the ordinance. ~~However~~, council may invoke two separate readings of the ordinance at separate council meetings to facilitate public understanding of and/or comment on the ordinance. At each reading, the title of an ordinance shall, in all cases, be read prior to its passage; provided, that should a council member request that the entire ordinance or certain of its sections be read, such request shall be granted.

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(2) Any ordinance repealing any portion of the Granite Falls Municipal Code shall also repeal the respective portions of the underlying ordinance(s).

(F) Reconsideration. Any action of the council shall be subject to a motion to reconsider, including final action on applications for legislative changes in land use status, but excluding a reconsideration of any action previously reconsidered. Motions to adjourn, motions to suspend the rules, an affirmative vote to lay on the table or to take from the table, or a vote electing to office one who is present and does not decline are not subject to a reconsideration motion. Reconsideration can be requested only by motion of a member of the prevailing side of the original motion. A motion to reconsider must be made at the next regular city council meeting for action to be reconsidered. A motion to reconsider is debatable only if the action being reconsidered is debatable. Upon passage of a motion to reconsider, the subject matter is returned to the table anew for any action the council deems advisable.

(Ord. 776 § 1, 2009; ~~Ord. 1082-2026 §~~, 2026)

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2.08.010 Elections - Oath.

The five members of the council shall be elected and each serve a four-year term pursuant to RCW 29A.04.321 and 29A.04.330. Each council member, before entering upon the duties of the office, shall take, and file with the city clerk, an oath of office.

(Ord. 776 § 1, 2009)

2.08.020 Duties.

The council shall be the legislative division of the city government and shall perform such duties and have such powers as may be authorized by statute.

(Ord. 776 § 1, 2009)

2.08.030 Expenses and compensation.

(A) Expense reimbursement. Council members shall be reimbursed for actual and necessary expenses incurred in the discharge of official duties upon submission of a claim in the form and manner required by the city's ordinary claims process and applicable city financial policies. A separate resolution of the council is not required for each individual claim; claims are approved through the city's regular voucher and claims approval process.

(B) Compensation. Compensation of council members shall be in the amount established, and as thereafter increased or decreased, by the independent salary commission established under Chapter 2.58 GFMC, subject to applicable state law. Compensation is separate and distinct from reimbursement of actual and necessary expenses under subsection (A) of this section.

(Ord. 776 § 1, 2009; Ord. 1023 § 1, 2022; Ord. 1082-2026 § __, 2026)

2.08.040 Eligibility for other city positions.

An elected or appointed city council member shall not hold the position of police reserve officer or city employee for the city. In addition, no council member shall hold any other office or position that is incompatible with the office of council member under state law, and the eligibility of a council member to hold any other office or position shall be determined in accordance with applicable state law.

(Ord. 776 § 1, 2009; Ord. 1082-2026 § __, 2026)

2.08.050 Forms of address.

The mayor shall be addressed as "mayor (surname)." Members of the council shall be addressed as "council member (surname)." These forms of address state the professional norms of the council and are intended to support an orderly and respectful meeting; they are not intended to create a basis for a point of order or other procedural objection.

(Ord. 776 § 1, 2009; Ord. 1082-2026 § __, 2026)

2.08.060 Vacancies; attendance.

(A) Vacancy for nonattendance. Consistent with RCW 35A.12.060, a council position shall become vacant if the council member fails to attend three consecutive regular meetings of the council without being excused by the council. For purposes of this section, "regular meetings" includes regular work session meetings held under GFMC 2.08.070(B), because those meetings are regular meetings of the council under state law.

(B) Council action. The action taken by the council with respect to each absence is the action to excuse, or to decline to excuse, that absence under GFMC 2.08.070(F). No separate declaration of vacancy is required for the vacancy to occur. When a vacancy has occurred under subsection (A) of this section, the city manager or the city clerk shall notify the council, and the clerk shall make an appropriate notation in the record.

(C) Filling vacancies. Vacancies in the council shall be filled by a majority vote of the remaining members of the council in accordance with applicable state law. An appointed council member shall hold office only until the next general municipal election at which the position may lawfully be filled, at which time a person shall be elected to serve for the remainder of the unexpired term.

(D) Mayor pro tempore. The selection, term, and authority of the mayor pro tempore (also referred to as deputy mayor) are governed by GFMC 2.04.040 and applicable state law, including RCW 35A.12.065 and 35A.12.110, and are not restated in this chapter.

(Ord. 776 § 1, 2009; Ord. 1082-2026 § __, 2026)

2.08.070 Meeting rules.

(A) Statutory Compliance Required. Meetings of the council shall be conducted in accordance with the laws of the state as the same are now or hereafter shall be in force.

(B) Time and Place - Legal Holidays. Regular meetings of the council shall be held on the first and third Wednesdays of each month at the hour of [6:00 p.m. / 7:00 p.m. - policy choice reserved for Council], and a regular work session meeting on the second Wednesday of each month at the hour of [6:00 p.m. / 7:00 p.m. - policy choice reserved for Council]. The meetings shall be held at the location stated on the agenda and public notice for the meeting, and shall be open to the public. Regular meetings may be adjourned from time to time during the month, as necessity may require, by the majority vote of the council members present at any such regular meeting. Less than a quorum of the governing body may also adjourn from time to time, and if all members are absent from any regular or adjourned meeting, the city clerk may declare the meeting adjourned to a stated time and place and provide notice in accordance with RCW 42.30.080 and 42.30.090. In the event a regular meeting of the council occurs on a legal holiday, the council shall hold its regular meeting on the next secular day following the legal holiday.

(C) Open to the Public. All meetings of the city council shall be open to the public, except as provided for in RCW 42.30.110 or 42.30.140.

(D) Presiding Officer. The mayor shall preside at meetings of the council. In the council-manager plan of government under Chapter 35A.13 RCW, the mayor is chosen from among the members of the council, serves as chair of the council and as the ceremonial head of the city, and has no regular administrative duties; the city manager is the chief executive officer and head of the administrative branch of city government. In case of the mayor's absence or temporary disability, the mayor pro tempore selected under GFMC 2.04.040 shall preside. If both the mayor and the mayor pro tempore are absent, the members present may, by majority vote, select one of their number to preside, and the member so selected retains the right to vote as a council member. The member presiding is referred to as "presiding officer" in this chapter.

(1) Preservation of Order. The presiding officer shall preserve order and decorum, confining council members to debate the question under discussion.

(2) Powers. The mayor shall:

(a) Be the official and ceremonial head of the city and shall represent the city on ceremonial occasions, except that, when illness or other duties prevent the mayor's attendance, the mayor pro tempore or other council member or suitable person may be designated by the mayor to represent the city on such occasion.

(b) Perform such other duties as are assigned to the presiding officer by this chapter and by state law, and, if and to the extent authorized by ordinance or by state law, serve in the role provided for the mayor in an emergency or civil emergency.

(E) Quorum. Attendance of a majority of the members of the council shall constitute a quorum thereof, consistent with RCW 35A.12.120.

(F) Attendance/Excused Absences. If absence is anticipated, a council member shall contact the presiding officer, fellow council member, or city clerk prior to the meeting and state the reason for his or her inability to attend the meeting. Following roll call, the presiding officer, fellow council member, or city clerk shall inform the council of the member's absence and state the reason for such absence. If there is a motion to excuse the member, this motion shall be nondebatable. Upon passage of such motion by a majority of members present, the absent member shall be considered excused and the clerk will make an appropriate notation in the minutes. An absence that is not excused by the council is an unexcused absence for purposes of GFMC 2.08.060. A member permitted to attend remotely under GFMC 2.08.090(F)(8) is present at the meeting and is not absent for purposes of this subsection or GFMC 2.08.060.

(G) Preparation of Agenda/Council Material. As a guideline for advance preparation of the agenda, the city clerk, under the direction of the city manager, shall arrange a list of proposed matters according to the order of business, and prepare and distribute a draft agenda by 5:00 p.m. Friday, at least five days before the next regular city council meeting. Council members may direct the city manager to add items to the agenda as long as the request is received by noon Thursday at least six days before the next regular city council meeting. A copy of the preliminary agenda and supporting materials - including the city manager's written report and staff reports - shall be distributed to council members and city manager and made available to other staff, the media, and city residents in advance of the meeting. At the city council meeting, the city council may, by majority vote of the council members present, delete any item from the agenda, or add any item to it, after stating the reasons for the change.

(H) Public Notice of Preliminary Meeting Agendas. The public shall be notified of the preliminary agenda for forthcoming council meetings by the city clerk posting a copy of the preliminary agenda at city hall, the post office, and the library by 5:00 p.m. at least two days prior to the scheduled meeting. The preliminary agenda shall also be posted on the city website. The agenda for a regular work session meeting should identify the meeting as a work session.

(I) Minutes. The city clerk shall be ex officio clerk of the council and shall keep the minutes and records as required by state law, of all council proceedings including public hearings, regular meetings, and special meetings, and perform such other duties in the meeting as may be required by the council or city manager. The minutes kept shall identify the general discussion of the issue in summary form and complete detail of the official action or consensus reached, if any, and shall record votes as provided in GFMC 2.08.090(F).

(Ord. 776 § 1, 2009; Ord. 864 § 1, 2014; Ord. 875 § 1, 2014; Ord. 904 § 4, 2015; Ord. 1082-2026 § __, 2026)

2.08.080 Special meetings.

Special meetings of the council may be called by the mayor, by the city manager, or upon the written request of three council members, consistent with RCW 42.30.080; provided, that:

(A) Notice of the special meeting shall be prepared in writing by the city clerk. The notice shall specify the time and location and the business to be transacted of the meeting. Final disposition shall not be taken on any other matter at the special meeting; and

(B) Notice shall be delivered to each council member, the mayor, and the business office of each local newspaper, radio and/or television station which has on file a written request for notice of special meetings. The notice must be delivered at least 24 hours prior to the start of the special meeting. The notice shall also be posted on the city website and, if applicable, at the physical locations required by RCW 42.30.080.

(C) The notices provided in this section may be dispensed with or disregarded within the circumstances provided by RCW 42.30.080, that is:

- (1) Any member who, at or prior to the time the meeting convenes, files with the city clerk a written waiver of notice;
- (2) Any member who was actually present at the meeting at the time it convenes; and
- (3) In the event a special meeting is called to deal with an emergency involving injury or damage to persons or property or the likelihood of such injury or damage, when time requirements of such notice would make notice impractical and increase the likelihood of such injury or damage.

(Ord. 776 § 1, 2009; Ord. 1082-2026 § __, 2026)

2.08.090 Meeting procedures.

(A) Rules of Order. Rules of order and questions of parliamentary procedure not otherwise specified by statute, ordinance or resolution shall be governed by Robert's Rules of Order Newly Revised, current edition. The city attorney may serve as parliamentarian to the council and may advise the presiding officer and the council on questions of parliamentary procedure and points of order.

- (1) A council member desiring to speak shall address the presiding officer and, upon recognition by the presiding officer, shall speak to the issues in a civil manner, respecting the viewpoints of others and avoiding personalities, focusing on the issue at hand, sharing their own motives and reasons for supporting or not supporting an item for discussion, in a polite and courteous manner towards each other and the public.
- (2) A council member, while speaking, should not be interrupted unless it be to call the council member to order.
- (3) Council members have the right to speak more than once on the same question; provided, however, that before speaking a second time, all other council members who have not yet spoken on the question and who desire the floor must be allowed the opportunity first.

(B) Motions. All items of business placed before the council that require the expenditure of council and/or administration resources shall be in the form of an affirmative motion. Affirmative motions are preferred to prevent "approval by default" of a failed negative motion.

(C) Order of Business - Regular Meetings - First and Third Wednesdays. The accepted order of business of all the regular meetings of the council held on the first and third Wednesdays of each month shall be transacted as shown in the following list; provided, however, that during a council meeting the council may, by majority vote, rearrange the order of the items on the agenda, or postpone any item, or add any item to the agenda, to conduct the business before the council more expeditiously or in a manner desired by the council. This accepted order of business may also be changed periodically from the format shown as follows:

- (1) (a) Call to order.
- (b) Flag salute.
- (c) Roll call.
- (d) Consent agenda.
- (e) City manager's report.

- (f) Staff reports.
- (g) Public comment on items not on the agenda.
- (h) New business.
- (i) Current business.
- (j) Mayor's comments.
- (k) Council comments.
- (l) City manager's comments.
- (m) Executive session (if requested).
- (n) Adjourn.

(2) Public comment on agenda items. For each item of business on the agenda, whether or not final action on the item is contemplated at that meeting, the presiding officer shall invite public comment on that item after the staff presentation and after council members have had the opportunity to ask questions of staff for clarification, and before council deliberation, discussion, and any action on the item. Public comment under this subsection is limited to three minutes per person per item unless the council by majority vote sets a different limit. No final action may be taken at a meeting unless the public has been given the opportunity to comment.

(3) Written comment. Any person may submit written comment on any matter, whether or not it appears on the agenda. Written comment is encouraged, and the agenda and public notice should state how written comment may be submitted. In order to be distributed to the council in advance of the meeting, written comment must be received by the city clerk no later than [3:00 p.m. / 5:00 p.m.] on the day of the meeting. Written comment that is accepted shall be distributed to the members of the council, consistent with RCW 42.30.240. Written comment received after the deadline shall be distributed to the council as soon as practicable and entered into the record.

(4) The city council desires to allow a maximum opportunity for public comment. However, the business of the city must proceed in an orderly, timely manner. At any time, the council, at its sole discretion, may set such reasonable limits on the time and manner of public comment by majority vote as are necessary to prevent disruption of other necessary business. Reasonable limits may include reducing the per-speaker time limit for a particular item or meeting. The presiding officer may decline to take oral comment only where taking comment would make the orderly conduct of the meeting infeasible, consistent with RCW 42.30.240.

(5) Subjects Not on the Current Agenda. Any member of the public may request time to address the council after first stating their name, address or neighborhood (at the option of the speaker), and the subject of their comments. The presiding officer may then allow the comments subject to the time limitations set forth in this section. Following such comments, the presiding officer may place the matter on a future agenda, or refer the matter to city staff or a council committee for follow up.

(6) Subjects on the Current Agenda. Any member of the public who wishes to address the council on an item on the current agenda may do so when the presiding officer invites comment on that item under subsection (C)(2) of this section. As an option, the presiding officer may invoke a sign-in procedure. The presiding officer may change the order of speakers so that comment is heard in the most logical groupings.

(7) Comments shall be made from a location and in a manner designated by the presiding officer that is accessible to the speaker and audible to the council and the public, first giving the speaker's name and address or neighborhood (at the option of the speaker). Anyone making "out of order" or disruptive comments shall be subject to removal from the meeting.

(8) There will be no demonstrations (i.e., clapping or cheering) before, during, or at the conclusion of anyone's presentation.

(9) Appeal of a ruling of the chair. Any council member may appeal a ruling of the presiding officer by moving to appeal the ruling immediately after the ruling is made. The motion requires a second. The presiding officer may briefly state the basis for the ruling and the appealing member may briefly state the basis for the appeal; the motion is not otherwise debatable. The question shall be stated as, "Shall the ruling of the chair be sustained?" The ruling of the chair is sustained unless a majority of the members present votes to overrule it. The presiding officer or any member may request the advice of the city attorney, acting as parliamentarian, before the vote is taken.

(10) Adjournment. The council intends that its meetings conclude by 10:30 p.m. If a meeting is still in session at 10:30 p.m., the presiding officer shall ask whether any member requests a vote on whether to continue the meeting. If no member requests a vote, the meeting may continue. If a member requests a vote, the council may, by majority vote of the members present and eligible to vote, extend the meeting to a stated time certain, or adjourn. Items not acted upon or considered shall be deferred to the next regular council meeting as unfinished business unless the council, by majority vote of the members present, determines otherwise.

(11) City Manager, Mayor and Council Member Comments and Concerns. The agenda shall provide a time when the city manager ("city manager's comments"), mayor ("mayor's comments") or any council member ("council comments") may bring before the council any business that the speaker feels should be deliberated upon by the council or added to a future agenda, and may share information of general community interest. These matters need not be specifically listed on the agenda, but formal action on such matters shall be deferred until a subsequent council meeting, except that action may be taken where permitted by law and the council determines that immediate action is appropriate, upon a vote of a majority of all council members present. No time limit applies to comments under this subsection.

(D) Order of Business - Regular Work Session Meetings - Second Wednesday. The accepted order of business of all the regular work session meetings of the council held on the second Wednesday of each month shall be transacted as shown in the following list; provided, however, that during a council meeting the council may, by majority vote, rearrange the order of the items on the agenda, or postpone any item, or add any item to the agenda, to conduct the business before the council more expeditiously or in a manner desired by the council. This accepted order of business may also be changed periodically from the format shown as follows:

(1) (a) Call to order.

(b) Roll call.

(c) Discussion topics.

(d) Executive session (if requested).

(e) Adjourn.

(2) Public comment at work session meetings. Regular work session meetings are regular meetings of the council, although final action is not typically taken at a work session. Public comment is permitted at regular work session meetings and is limited to the items appearing on the work session agenda. For each discussion item, the presiding officer shall invite public comment after the staff presentation and after council members have had the opportunity to ask questions for clarification, and before council discussion of the item. Comment is limited to three minutes per person per item unless the council by majority vote sets a different limit, and the reasonable time and manner limits in subsection (C)(4) of this section apply. Written comment on work session agenda items is encouraged and shall be distributed to the council as provided in subsection (C)(3) of this section.

(E) Citizens' Comments. For meetings which include public comment as an agenda item, time shall be set aside for the council to hear from the public, subject to subsections (C)(2) through (C)(7) and (D)(2) of this section.

(1) No member of the public shall be heard until recognized by the presiding officer. Any member of the public interrupting city council proceedings, approaching the dais without permission, otherwise creating a disturbance, or failing to abide by these rules of procedure in addressing the city council, may be charged with disorderly conduct (RCW 9A.84.030, a misdemeanor) and, at the direction of the presiding officer or the majority of the council, may be removed from council chambers.

(2) All remarks shall be made to the city council as a body and not to an individual council member or to the presiding officer.

(3) Each person who addresses the city council shall not make personal, impertinent, slanderous or profane remarks to any council member, the presiding officer, city staff, or the general public. Any person who makes such remarks, or who utters loud, threatening, personal or abusive language, or engages in any other disorderly conduct which disrupts, disturbs or otherwise impedes the orderly conduct of any city council meeting shall, at the discretion of the presiding officer or a majority of the council, be removed from the council chambers and be barred from further audience before the council during that council meeting.

(4) Warning. The presiding officer shall request that a person who is breaching the rules of decorum be orderly and silent. If, after receiving a warning or warnings from the presiding officer, a person persists in disturbing the meeting, the presiding officer or a majority of the council shall order him or her to leave the council meeting. If such person does not remove himself or herself, the presiding officer or a majority of the council may order any law enforcement officer to remove the person from council chambers. Any person who resists removal by the law enforcement officer may be charged with a violation of this section.

(F) Voting. The votes during all meetings of the council shall be transacted as follows:

(1) Unless otherwise provided for by statute, ordinance, or resolution, all votes shall be taken by voice, and the presiding officer shall announce the result of each vote, except that at the request of any council member, a roll call vote shall be taken by the city clerk and the ayes and nays shall be recorded, consistent with RCW 35A.12.120. The order of the roll call vote shall be determined by the city clerk.

(2) Recording of votes. For a voice vote, the minutes shall record the aggregate result announced by the presiding officer, including a statement that the vote was unanimous where that is the case. If any member dissents or abstains, if the result is otherwise unclear or ambiguous, or if any member's vote is not clearly audible, the presiding officer shall direct that a roll call vote be taken so that each member's vote is accurately recorded in the minutes. Individual votes shall be recorded in the minutes only where a roll call vote has been taken or where the member's individual vote has otherwise been clearly stated on the record.

(3) In case of a tie vote on any proposal or question, the proposal or question shall fail.

(4) The passage of any ordinance, grant or revocation of franchise or license, and any resolution for the payment of money, shall require the affirmative vote of at least a majority of the whole membership of the council, consistent with RCW 35A.12.120. On a five-member council, this requires three affirmative votes regardless of the number of members present.

(5) The passage of any public emergency ordinance (an ordinance that takes effect immediately), such as an ordinance for provisions for emergencies or expenditures necessary for the protection of the public health, public safety, public property, or public peace, shall require the affirmative vote of at

least a majority plus one of the whole membership of the council. Public emergency ordinances may not levy taxes; grant, renew or extend a franchise; or authorize the borrowing of money.

(6) The passage of any motion or resolution shall require the affirmative vote of at least a majority of the council members who are present and eligible to vote, unless otherwise authorized or required by provisions of Washington State law, the Granite Falls Municipal Code, or this chapter (see subsection (F)(4) of this section).

(7) A motion or request by a council member (with or without a second) to "call the question" (or similar words indicating an intent to terminate further debate and take a vote on a pending motion) allows a vote on the pending motion to immediately take place, unless any council member requests that the motion to "call the question" be put to a vote, in which case, debate is only terminated if adopted by a two-thirds vote of the council members present.

(8) Remote Attendance.

(a) Request. A council member who wishes to attend a meeting remotely shall notify the city clerk in advance of the meeting whenever practicable so that the necessary connection can be arranged.

(b) Council approval. The council may, by affirmative motion adopted by a majority of the members present, permit a council member to attend that meeting remotely. Approval applies to the meeting for which it is granted.

(c) Effect of approval. A council member permitted to attend remotely is counted as present for purposes of quorum and voting, so long as real-time participation is available throughout the member's participation. Real-time participation requires two-way audio, or an equivalent reliable means of participation, by which the member can hear all that is spoken at the meeting, all persons at the meeting can hear or otherwise reliably receive the member's statements and votes, the member has received the materials for the meeting, and the member's vote can be clearly recorded.

(d) Failure of connection. If real-time participation is lost and cannot promptly be restored, the presiding officer shall so state on the record, and the member shall be treated as absent from the remainder of the meeting unless and until participation is restored.

(e) Effect of denial. If the council does not approve remote attendance and the member does not attend the meeting, the absence is an unexcused absence for purposes of GFMC 2.08.060 unless the council separately votes to excuse the absence under GFMC 2.08.070(F).

(f) Quasi-judicial matters. A council member may participate and vote remotely on a quasi-judicial matter only if doing so is consistent with applicable law and the due process rights of the parties, and only upon the advice of the city attorney. [Alternative for Council consideration: A council member may not participate or vote remotely on a quasi-judicial matter.]

(g) No annual limit. There is no limit on the number of meetings a council member may attend remotely under this subsection; the council retains discretion under subsection (F)(8)(b) of this section to approve or deny each request.

(G) Committees. All special committee members shall be appointed by the city manager with the approval of the council.

(H) Reading of Minutes. Unless a reading of the minutes of a previous council meeting is requested by a council member, such minutes may be approved without reading; provided, that the city clerk has furnished each council member with a written copy of the minutes prior to the present meeting.

(Ord. 776 § 1, 2009; Ord. 803 § 1, 2010; Ord. 904 § 5, 2015; Ord. 1082-2026 § __, 2026)

2.08.100 Enacted ordinances, resolutions and motions.

(A) An enacted ordinance is a legislative act prescribing general, uniform, and permanent rules or regulations relating to the operation and corporate affairs of the municipality. Council action shall be taken by ordinance when required by law, or where such conduct is enforced by penalty.

(B) An enacted resolution is an administrative act which is a formal statement of policy concerning matters of special or temporary character. Council action shall be taken by resolution when required by law and in those instances where an expression of policy more formal than a motion is desired.

(C) An enacted motion is a form of action taken by the council to direct that a specific action be taken on behalf of the municipality. A motion, once approved and entered into the record, is the equivalent of a resolution in those instances where a resolution is not required by law, and where such motion is not in conflict with existing state or federal statutes, city ordinances, resolutions or these rules.

(D) Resolutions. A resolution may be put to its final passage on the same day on which it was introduced. The title of each resolution shall, in all cases, be read prior to its passage; provided, should a council member request that the entire resolution or certain of its sections be read, such requests shall be granted.

(E) Ordinances. The procedures for consideration and adoption of ordinances are as follows:

(1) An ordinance may be put to its final passage on the same day on which it was introduced by passage of a council member's motion for first and final reading and adoption of the ordinance. However, council may invoke two separate readings of the ordinance at separate council meetings to facilitate public understanding of and/or comment on the ordinance. At each reading, the title of an ordinance shall, in all cases, be read prior to its passage; provided, that should a council member request that the entire ordinance or certain of its sections be read, such request shall be granted.

(2) Any ordinance repealing any portion of the Granite Falls Municipal Code shall also repeal the respective portions of the underlying ordinance(s).

(F) Reconsideration. Any action of the council shall be subject to a motion to reconsider, including final action on applications for legislative changes in land use status, but excluding a reconsideration of any action previously reconsidered. Motions to adjourn, motions to suspend the rules, an affirmative vote to lay on the table or to take from the table, or a vote electing to office one who is present and does not decline are not subject to a reconsideration motion. Reconsideration can be requested only by motion of a member of the prevailing side of the original motion. A motion to reconsider must be made at the next regular city council meeting for action to be reconsidered. A motion to reconsider is debatable only if the action being reconsidered is debatable. Upon passage of a motion to reconsider, the subject matter is returned to the table anew for any action the council deems advisable.

(Ord. 776 § 1, 2009; Ord. 1082-2026 § __, 2026)