

Standing Rules of the Westside Regional Alliance of Councils (WRAC)

Standing Rules approved November 16, 2020

Revised Standing Rules approved May 20, 2024

Standing Rules

1. WRAC may sponsor events by a simple majority of voting Representatives present at a meeting satisfying quorum requirements.
2. All WRAC social media posts are subject to review and approval of the Chair and shall conform to adopted WRAC positions or promotion of WRAC events, or promotion of nonpartisan government programs that affect Member Organizations.
3. All teleconference meetings shall be recorded and archived for 90 days and made available to members upon request.

4. **STATEMENT OF PRINCIPLES:**

WRAC generally supports strict scrutiny and adherence to all planning and zoning regulations, building codes, rules, restrictions and ordinances, which we maintain have been established for the good of our communities as a whole. They should be applied, upheld and enforced by the Planning Department, Zoning Administrator, Building and Safety, and all other governing bodies and persons with jurisdiction over the approval, execution and enforcement processes.

WRAC expects governing bodies to notify all affected parties -- including relevant WRAC Member Organizations -- of all proposed residential, commercial, or infrastructure developments requiring discretionary approvals; of all proposed public infrastructure or other public property developments, whether or not discretionary, having a broad impact on WRAC neighborhoods or on the region as a whole; of all proposed public or private development projects having a potentially significant environmental impact on the region as a whole; of all requests for variances or exceptions from codes and regulations, and of all proposed new planning and zoning codes and regulations and/or proposed changes to existing codes and regulations. Such notice should be provided sufficiently in advance of the governing body's determination to allow ample time for WRAC Member Organizations to consider, review and comment on the proposal.

5. Motions that have not been adopted by Member Organizations as outlined in Article V, Section 4b within 90 days of initial passage by the Board shall be removed from the agenda, unless extended by a majority of the Board present. The Chair shall deem if amendments or modifications to a motion made within Member Organizations constitute support or require qualification in any communication.
6. Motions approved to be sent to Member Organizations for adoption shall be posted on the WRAC website and tracked by the Officers. Each Motion shall have a sponsor to follow up with Member Organizations on the status of motions.
7. The following count shall be used for any actions requiring a two-thirds (2/3) voting threshold for passage pursuant to these Bylaws:

<u># of Representatives Present/ # of Member Organizations</u>	<u>Required Affirmative Vote</u>
15	10
14	9
13	9
12	8
11	8
10	7
9	7
8	6

8. If a Member Organization makes a request to place a policy item on the agenda pursuant to Article V, Section 4, the Chair shall evaluate the request based upon the following criteria:
 - a. Is the topic of broad regional concern?
 - b. Is the topic urgent, subject to a deadline or directly related to other pending issues?
 - c. Has the Member Organization taken a position on the topic?
 - d. Should the item first be considered by a relevant WRAC committee?
 - e. Have sufficient supporting reports and documents been submitted?

At the discretion of the Chair, all items for potential action by WRAC should first be assigned for consideration by a relevant WRAC committee, if possible, before being placed on the WRAC board meeting agenda.

Motions that have not been passed by either a WRAC Committee or Member

Council first shall not be placed on the agenda unless an exception is made by the Chair.

9. In furtherance of Bylaws Article IV, Section 5 (anonymous attendance), the Chair or other presiding officer at WRAC meetings shall ask all unknown meeting attendees to give full names and any affiliations, and if any attendee is paid to attend, the name and address of the attendee's client. The Chair or presiding officer shall remove from WRAC online (virtual) meetings any attendees who do not respond when asked by the Chair or presiding officer to so identify themselves. At WRAC in-person meetings, the Chair or presiding officer shall ask any such anonymous attendees to leave the meeting, and if they refuse, the Chair or presiding officer may adjourn the meeting at his/her discretion or take such other action as may be approved by a majority of voting Representatives present at the meeting.