Revision of Rules and Procedures of City Council

February 8, 2021

Council Staff

City Attorney's Office

City Clerk

Purpose

- Ensure consistent language, terminology, and formatting

- Update rules and procedures to mirror current Council practices

- Remove outdated and obsolete rules and procedures

- Address Council requested rule changes

- Last comprehensive revision was completed in 2013

Previous Council Action

- In 2011, Rules and Procedures were revised to reflect change in form of government

- Current Rules and Procedures Adopted
  - Resolution No. 42-13

- Amendments
  - Resolution No. 8-14 (Procedures for Confirmation of Mayoral Appointees)
  - Resolution No. 83-16 (Removal of Donations and Unspent Funds)
  - Resolution No. 3-20 (Repeal of Part 6 – Land Acquisitions)

Stakeholder Process

The stakeholder process included a majority of Councilmembers, Council Staff, City Attorney's Office, and City Clerk

- Council Review Meetings
  - 8/4, 8/18, 9/1, 9/15, 10/7, 11/3, 11/17, 12/1

- Council Staff Review
  - Line-by-line review, reformatting, revisions
  - 6/24, 9/23, 11/19, 12/9, 12/14, 12/15, 12/16, 12/17

Major Revisions

- Public Participation (2-7)
- City Council Recognitions (2-8)
- Reconsideration of Vote (3-13.A.9)
- Boards, Commissions, and Committees (Part 5)
- Public Hearing Time Limits (6-2.B)
- Quasi-Judicial Ex Parte Communications (6-2.C)
- Waiver of Attorney-Client Privilege (7-2)
- Code of Conduct (7-7) & Decorum (7-8)

Virtual Meetings

- Per Resolution No. 114-20, certain Rules and Procedures are suspended to allow for electronic participation of Councilmembers at Council Meetings, Quasi-Judicial Hearings, and Closed Executive Sessions

- Permanent changes to Rules and Procedures would need to occur to facilitate future electronic participation

Next Steps

- Council direction on electronic participation

- Council Staff to incorporate Council comments from Work Session

- Final Review from Council Staff and City Attorney's Office

- February 22nd Work Session (Optional)

- March 9th Regular Meeting