



STAFF REPORT
4/23/2025

TO: Honorable Mayor and City Council Members

FROM: Ryan Guiboa, City Attorney

SUBJECT: Discuss and Provide Direction to Staff on Possible Revisions to the “City of Coachella City Council Policies, Rules, and Procedures” Pertaining to the Order of Business and Public Comment on Non-Agenda Items

RECOMMENDED ACTION:

Staff recommends that the City Council discuss and provide direction on possible revisions to the “City of Coachella City Council Policies, Rules, and Procedures” pertaining to the order of business. Specifically, Staff seeks direction on possible revisions that would amend the order of business as it pertains to the public comment period on non-agenda items at City Council meetings.

BACKGROUND:

In May 2019, the City Council adopted Resolution No. 2019-34, which, in addition to amending the order of business pertaining to the approval of the agenda, established that in the event a City Council meeting extends beyond 8:00 p.m. and the time for public comment on non-agenda items had not been heard, it would be moved up and become the next agenda item.

Under the current order of business, non-agenda public comment is listed as Item No. 15 on the City Council’s Order of Business. As a result, members of the public wishing to speak on matters not listed on the agenda may face extended wait times before being given the opportunity to address the City Council.

Staff recommends that the City Council provide direction on possible revisions to the “City Council Policies, Rules, and Procedures” that would amend the order of business and potential timing of the public comment period for non-agenda items at Council meetings.

Should the City Council provide direction in support of making revisions, Staff can return at a later date with a proposed resolution that would amend the “City Council Policies, Rules, and Procedures” to reflect a revised order of business at City Council meetings.

ALTERNATIVES:

1. Decline to act on this item.

2. Continue this item and provide staff with direction.

FISCAL IMPACTS

None.

ATTACHMENTS

1. Resolution No. 2019-34 – A Resolution Amending the “City of Coachella City Council Policies, Rules, and Procedures” Pertaining to the Order of Business