

AGENDA ITEM SUMMARY

City Council



STAFF

Delynn Coldiron, City Clerk

SUBJECT

Resolution 2024-148 Adopting Amended Rules of Procedure Governing the Conduct of City Council Meetings and Council Work Sessions.

EXECUTIVE SUMMARY

The purpose of this item is to consider an update to the Council Meeting Rules of Procedure.

STAFF RECOMMENDATION

Staff recommends adoption of the Resolution.

BACKGROUND / DISCUSSION

Over the past several years, Council has adopted changes to the meeting Rules and Procedures to adapt to both the needs of the community and circumstances.

Over the past few months, there have been increased requests to show videos and PowerPoint presentations during public comment. Currently, these items must be provided to the City Clerk in a form or form readily usable on the City's display technology no later than two (2) hours prior to the beginning of the meeting at which the materials are to be presented.

Increasingly, presentation materials are being submitted that include significant video and audio programming and go beyond the Council's intended purpose of allowing members of the public to speak on issues of concern to them. Rather than continue the growing use of the public comment time for broadcasting of videos and audio recordings, presentation materials for general public comment will be limited to pdf format presentations that do not contain embedded video. Additionally, allowing submitted videos introduces significant risks that could compromise our systems, expose sensitive information, and disrupt Council meetings. Examples of these risks include:

- **Cybersecurity Threats:** Videos could contain hidden malware or viruses that infect our systems when opened or played.
- **Data and Privacy Breaches:** Videos could inadvertently display confidential information, such as personal addresses, sensitive documents, or private footage.
- **Manipulated Content:** Technologies like deepfakes allow individuals to create videos that misrepresent people or events. This could lead to false accusations or spread misinformation, undermining public trust in Council processes.

This change should in no way impact an individual's opportunity to provide Councilmembers with the information they desire to provide. Members of the public may continue to send Councilmembers videos, PowerPoint presentations and other information through email. They may also continue to provide Councilmembers with information at the meeting by providing the Clerk's office with ten (10) printed copies of the information. Staff will display the information provided while the individual is speaking at the podium. The time for general public comment at Council meetings will continue to allow a time for individual comments, explanations and opinions about matters of concern.

This item also provides a clarification on page 3 related to protest hearings to remove specific section numbers and refer, instead, to the Chapter of code that applies.

CITY FINANCIAL IMPACTS

None.

BOARD / COMMISSION / COMMITTEE RECOMMENDATION

None.

PUBLIC OUTREACH

None.

ATTACHMENTS

1. Resolution for Consideration
2. Exhibit A to Resolution