

AGENDA ITEM SUMMARY

City Council



STAFF

Rupa Venkatesh, Assistant City Manager

SUBJECT

Resolution 2026-112 Adopting Amended Rules of Procedure Governing the Conduct of City Council Meetings and 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

City staff have worked to comprehensively revise the Council's procedures for public comment and conduct during Council meetings, to improve the improve the clarity, functionality, and enforceability of the rules and to align the rules with existing practices and norms. The revisions to the rules include the following changes:

- The updated rules revise Section 4 (public comment) and Section 5 (public conduct) of the Council's existing meeting rules. The rules were last amended in December 2024, in Resolution 2024-148;
- Section 4 begins with Findings and the Purposes of Sections 4 and 5. This sets out that the Council meetings are a limited public forum, which means that the City can establish rules to govern the meetings, so long as the rules are reasonable and viewpoint neutral;
- The existing rules mandate public commenters use official titles and direct comments to Council during public comment. These mandates are modified to encouragements in the updated rules;
- The updated rules allow the presiding officer, if time permits, to allow speakers to provide public comment on agenda items even if they haven't signed up before the meeting;
- The updated rules provide additional specificity about what constitutes prohibited disruptive conduct;
- The updated rules prohibit unprotected speech, like obscenity and unlawful threats;
- The new rules require public commenters to follow directives of the presiding officer;
- The updated rules allow additional time to be granted to public commenters to accommodate a disability or language translation;
- The updated rules provide authority to the presiding officer to enforce these rules;

- The updated rules require signs and personal objects like bags and backpacks to always be under a meeting attendee's control. The rules revise where these objects may be placed during a meeting. The rules also maintain the existing size limitation on signs and posters at 11 by 17 inches; and
- The updated rules include a prohibition on carrying firearms and deadly weapons in the Council chambers during meetings. State law already restricts members of the public from bringing firearms into City Hall, so the firearms restriction isn't creating any new restriction, but it does improve clarity to include that prohibition in these rules. The rules would also prohibit the carrying of other deadly weapons, as defined in state law, and dangerous objects in the Council meeting room.

CITY FINANCIAL IMPACTS

None.

BOARD / COMMISSION / COMMITTEE RECOMMENDATION

None.

PUBLIC OUTREACH

None.

ATTACHMENTS

1. Council Rules of Procedure Sections 4 and 5 Redline Version
2. Resolution 2026-112