



AB 6205: Review City Council Rules of Procedure

January 3, 2023 City Council Meeting



City Council Rules of Procedure

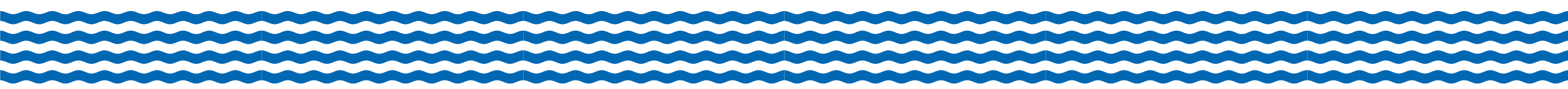
Each year the City Council reviews the City Council Rules of Procedure.

Over the last year, staff have been collecting suggested edits to the Rules. They were last amended on April 5, 2022.

There are 16 proposed edits that have been suggested by Councilmembers. The goal is to collect feedback on the proposed edits and direct the City Manager to prepare revisions to be brought back at a future City Council Meeting for approval.

Suggested Edits

Log #	Received From	Section Referenced	Suggestion/Comments	Staff Response
1	Councilmember Reynolds	Section 1.5	Typo extra period at the end of 1.5	Deleted. Amendment incorporated into draft City Council Rules of Procedure (Exhibit 1).
2	Councilmember Reynolds	Section 2.2	I believe 2.2 should be modified to codify ranked choice voting. Otherwise, we run the risk that a three way race would create deadlock.	For Council discussion. Staff will prepare revisions to this section if there is majority support for the change.



Suggested Edits

Log #	Received From	Section Referenced	Suggestion/Comments	Staff Response
3	Councilmember Reynolds	Section 2.3	<p>I would like to amend the following text from section 2.3 to include “With direction from a majority of the Council,” at the beginning of the quoted passage.</p> <p>“The Mayor is assigned the responsibility to impose Councilmember sanctions for violation of these Rules consistent with Section 11 of these Rules”</p>	<p>For Council discussion.</p> <p>Changes to Section 2.3 need to align with Section 11. Section 11 currently requires City Council majority to enact a public censure (11.1.B). The Mayor, however, in consultation with the Deputy Mayor has the authority to terminate standing committee, ad hoc committee, board or other liaison assignments (11.1.C).</p> <p>Staff will prepare revisions to this section if there is majority support for the change.</p>

Suggested Edits

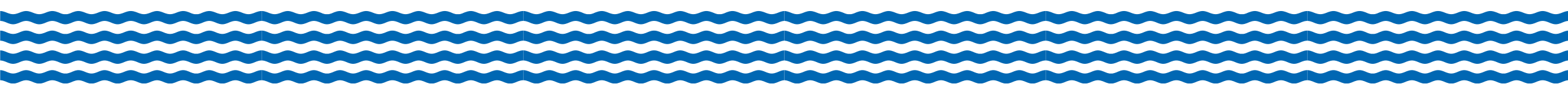
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4	Councilmember Reynolds	Section 3.1.C	I believe 3.1c should remove “or consensus”	Amendment incorporated into draft City Council Rules of Procedure (Exhibit 1).
5	Councilmember Reynolds	Section 3.2.A	3.2a indicates meetings will begin at 630PM. I would prefer that to what we have been doing. But either way, we should change this to be consistent with actual procedures	<p>The ordinance to temporarily change the start time of Council meetings expires at the end of 2022. Staff have prepared an Ordinance for the January 3 Council meeting to permanently change the meeting start time to 5:00 pm.</p> <p>Amendment incorporated into draft City Council Rules of Procedure (Exhibit 1).</p>

Suggested Edits

Log #	Received From	Section Referenced	Suggestion/Comments	Staff Response
6	Councilmember Reynolds	Section 3.3.F.2	3.3.F.2: I would prefer not to offer keys to the city on the basis of “celebrity”	For Council discussion. Staff will prepare revisions to this section if there is majority support for the change.
7	Councilmember Reynolds	Section 3.3.G	I believe 3.3 G should be moved to be right after 3.3 D	The agenda order is listed correctly in Section 3.3 in the Rules.

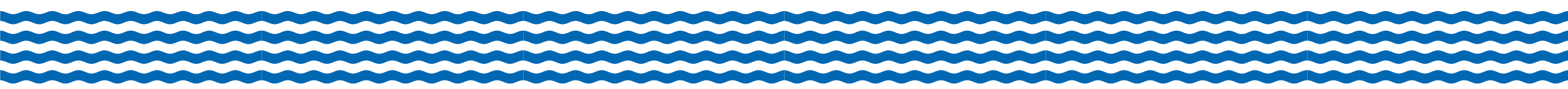
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8	Councilmember Reynolds	Section 3.3.G	I would argue that a certain speaker at recent meetings has violated the “personally abusive” section of 3.3 G. We should either enforce this provision or get rid of it. I would also be supportive of adding a provision to allow one year suspension from appearances for those who have consistently violated these rules.	For Council discussion. Staff will prepare revisions to this section if there is majority support for a change.



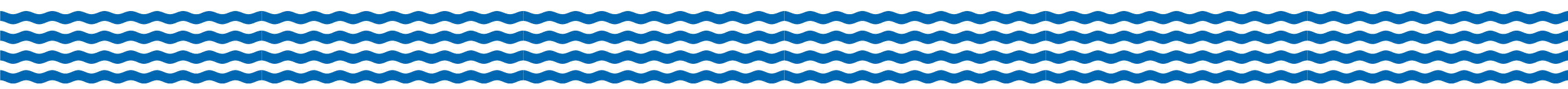
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9	City Clerk	Section 3.3.H	City Clerk could read Consent Agenda into record.	<p>Staff propose adding, “The City Clerk will read the Consent agenda items into the record.” as the last sentence of 3.3.H.</p> <p>Amendments incorporated into draft City Council Rules of Procedure (Exhibit 1).</p>
10	Mayor Nice	Section 4.1	I suggest we add time limits to each item, except appearances, to Council meeting agendas, with the caveat that “all times are approximate.”	<p>For Council discussion. Council may consider adding, “Each item shall contain an estimated amount of time needed for presentation and discussion. All times listed on the agenda are approximate.” as the last sentence of section 4.1.</p> <p>Amendments incorporated into draft City Council Rules of Procedure (Exhibit 1).</p>



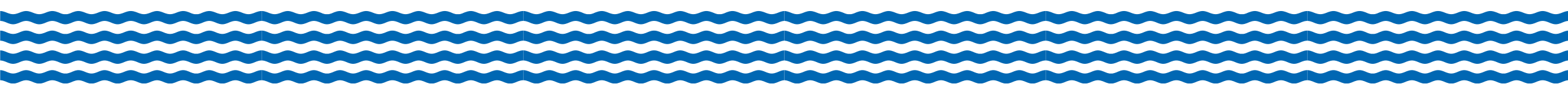
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11	Mayor Nice	Section 5	I want to discuss how we might give councilmembers a set amount of time for a back-and-forth when a Q&A is warranted, particularly for consultant presentations. We currently use a question and one follow-up.	For Council discussion. Staff will prepare revisions to this section if there is majority support for a change.



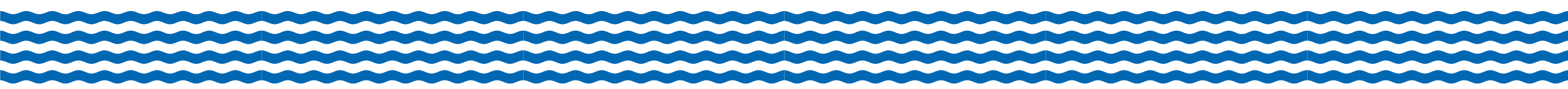
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12	Councilmember Reynolds	Section 5.1	5.1. calls for the city attorney to decide questions of procedure. In practice, I believe the clerk has been doing this. Perhaps we should add "or other city staff member designated by the city attorney"	<p>We rely on both the City Clerk and the City Attorney to address questions related to parliamentary procedure.</p> <p>Staff propose revising the last sentence to read "The City Clerk or City Attorney shall answer questions of a parliamentary nature that may arise during a City Council meeting. The City Attorney shall decide all questions of interpretations of these Rules."</p> <p>Amendments incorporated into draft City Council Rules of Procedure (Exhibit 1).</p>



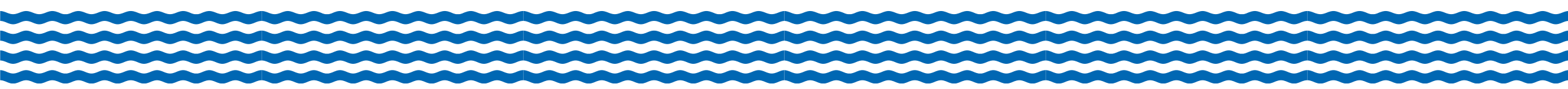
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13	Councilmember Reynolds	Section 8.12.E.1	I believe we should amend 8.12.E.1 to add this to the end: "If there are multiple positions open for a given Board or Commission, the position(s) with the longest term shall be filled first."	Suggested revision "If there are multiple positions open for a given Board or Commission, the position(s) with the longest term shall be voted on first." To the end of E.1. Amendments incorporated into draft City Council Rules of Procedure (Exhibit 1).
14	Councilmember Reynolds	Section 10	Section 10: It is odd that a suspension of the rules requires a 2/3 vote but a change requires only majority. I suggest both be changed to majority.	For Council discussion. Staff will prepare revision to this section if there is majority support for a change.



Suggested Edits

Log #	Received From	Section Referenced	Suggestion/Comments	Staff Response
15	Councilmember Reynolds	Appendix A	Appendix A is odd. Most appears to be a recap of RRO. I suggest we consider scrapping such parts. At a minimum, can we ask the city clerk to confirm consistency with RRO?	Staff reviews this section and updates it frequently to comply with Roberts Rules of Order (RRO). The summary of common actions and guidelines is easier to reference than the entire RRO manual.
16	Mayor Nice		I'd suggest offering specific staff the option (open to discussion) to use Point of Order.	For Council discussion. Staff will prepare revisions to this section if there is majority support for a change.



Questions?

Staff will prepare revisions and bring them to a future City Council Meeting for adoption.

