

TO: City Council  
FROM: John Doan, City Administrator  
DATE: April 5, 2022  
SUBJECT: Resolution No. R2022-006; Adopting Amended City Council Rules and Procedures

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1) Recommended Action:

Adopt Resolution No. R2022-006, in substantially similar form as approved by the City Attorney, amending the City Council Rules and Procedures.

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2) Background:

The February 22 Worksession included a review and discussion of the Council Rules. Several amendments were discussed and suggested. The attached version shows the proposed changes that were presented at the February 22 meeting (single underline) and further changes that were discussed from that meeting (double underline). Blue represents an insertion and red a deletion. The February 22 changes are summarized below:

Section 2.1.2 - Cleaned up language regarding Worksession locations. They do not have to be in a City building.

Section 2.2 - Removed allowance for special meeting notices to be delivered by fax.

Section 4.5 - Removed preference for “positive presentations” at each meeting. The intent is covered in existing language in Section 28.1.

Section 4.6 - Added language to discourage Council response to comments and encourage other types of follow-up to commenters.

Section 27.1 - Created space for Council cell phones subject to the City’s operational policies for electronic equipment and added provisions related to all electronic communication and public records.

Section 29.2 - Leaves space for Councilmembers to have their own social media pages in the City social media structure and subject to the City’s social media policies.

Section 30 - Clarifies allowance for Councilmembers to attend meetings remotely as allowed by State law.

The attached Resolution No. R2022-006 adopts the amended rules

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3) Policy Support:

Strategic Priority: “Refine and Sustain a Great Organization.”

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4) Alternatives:

- ☐ The discussion of the rules included a number of alternatives including whether to create space for Council cell phones and social media.

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5) Fiscal Notes:

There are minimal costs specific to these amendments.

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6) Attachments:

A. Resolution No. R2022-006