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Action on Resolution No. 485 Amending the Council Rules of Procedure

November 1, 2021



Background

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- Rules of Procedure exist to assist in orderly conduct of Council business and are reviewed periodically
- Council discussed amendments on October 11, 2021
 - Remote Attendance/Participation at Council Meetings
 - Placement of Items on Agenda by Councilmembers
 - Rule 7.19 Motion to Reconsider
- Tonight, Council is scheduled to take action on Resolution No. 485

Roberts' Amendment #1

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- Rule 3.3
Any two Councilmembers may place an item on the List of Pending Agenda Items on the Council's Agenda Planner by making the request in writing to the City Manager or City Clerk. The names of the requesting Councilmembers shall be indicated on the Agenda Planner and set forth in the staff report supporting the agenda item. In coordination with the Mayor and Deputy Mayor, the City Manager will determine the timing for when the item will be scheduled on a specific agenda. Unless waived by the requesting Councilmembers, the item must be scheduled on a specific agenda within 60 days of making the request.

Motion: I move to amend Proposed Rule 3.3 to include a 60 day scheduling requirement unless waived by the requesting councilmembers.

Roberts' Amendment #2

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- Rule 5.13.B.6

~~If a Councilmember attending remotely cannot maintain a stable connection, the remote Councilmember shall request an excused absence and immediately disconnect from the meeting. If due to connectivity issues, the remote Councilmember is not able to request an excused absence, the Presiding Officer shall note the excused absence and the Clerk will make an appropriate notation in the minutes.~~

Motion: I move to delete section B.6 in its entirety from Proposed Rule 5.13.



Roberts' Amendment #3

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- Rule 5.13 Remote Attendance. The Council recognizes the benefits of full attendance of its members at regular, ~~and special~~, and emergency meetings and expects Councilmembers attend meetings in-person. However, remote attendance by a Councilmember who is not able to physically be present, whether for all or part of a meeting, is allowed as needed subject to the following:
- Rule 5.13.B.7- A Councilmember may attend an executive session or closed session remotely if the conditions in this subsection are met.

Motion: I move to amend the introduction of Proposed Rule 5.13 to allow remote attendance at emergency meetings and to amend Section B.7 of Proposed Rule 5.13 to allow remote attendance at a closed session.



Roberts' Amendment #4

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- Rule 5.13.A
Notice: A Councilmember shall contact the Mayor and the City Clerk no later than ~~12 p.m. the day of~~ three hours prior to the Council meeting for which they will attend remotely or 15 minutes prior to an emergency meeting. If the Councilmember is unable to contact the Mayor, the Councilmember shall contact the City Manager, who shall convey the message to the Mayor/Presiding Officer.

Motion: I move to amend Section A of Proposed Rule 5.13 to require three hours notice for all meetings except emergency meetings, which require fifteen minutes.



Recommendation

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- Staff recommends that Council adopt proposed Resolution No. 485, with Councilmember Roberts' amendments.

