



**RESOLUTION AMENDING CITY COUNCIL RULES OF  
PROCEDURE AND ORDER OF BUSINESS TO REVISE  
SECTION IX, ITEM F – AGENDA SEQUENCE AND ORDER  
OF BUSINESS**

**City Manager's Office**

**City Council**  
April 11, 2023

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## BACKGROUND

- On February 15, 2022, City Council received and discussed a schedule of items to review. Through discussion, the additional items were added resulting in nineteen review topics.
- On April 2, 2022, the Inclusiveness, Community Engagement, and Governmental Processes Committee began a comprehensive review of Resolution 23618 and requested staff bring forth any specific language recommendations along with a corresponding resolution to the full City Council for discussion.
- On May 4, 2022, the Inclusiveness, Community Engagement, and Governmental Processes Committee (Committee) reviewed and discussed Section IX, Item F - Agenda Sequence and Order of Business as documented in Resolution 23618.



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## DISCUSSION

- f. Brief reports on conferences, seminars and regional events; Ward updates; Council comments; and announcements of upcoming events shall commence at 6:15 p.m.
  
- h. Oral communications from the audience regarding consent calendar items or matters within the jurisdiction of the City. Oral Communications shall commence at approximately 7:00 p.m., and may be moved or continued to later in the Council meeting at the discretion of the presiding officer, with the concurrence of the City Council.



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## DISCUSSION

### Challenges:

- Meeting pace.
- Equipment malfunctions
- Alternative resources or opportunities



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## DISCUSSION

### Committee Recommendations include:

1. Removal of time specific benchmarks associated with brief reports/updates and oral communications.
2. Replace "Oral Communications" with the term "Public Comment"
3. Clarify the timing of evening session Public Comment.
4. Define Public Comment as feedback provided by the public at a meeting in-person/ telephonically or prior to the meeting by email/e-comment.



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## DISCUSSION

### Further recommendations by the City Attorney's Office include:

1. For afternoon sessions starting at 1 p.m., Public Comment may occur at any time after 1 p.m.
2. For afternoon sessions starting at 3 p.m., Public Comment may occur at any time after 3 p.m.
3. For evening sessions, Public Comment may occur any time after 6:15 p.m. To the extent the agenda states a specific time for public comment, the times are approximate, and may be adjusted by the presiding officer to ensure an effective and efficient business meeting of the City Council.



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## DISCUSSION

Proposed resolution language:

- f. Brief reports on conferences, seminars and regional events; Ward updates; Council comments; and announcements of upcoming events.
  
- h. Public Comments from the audience regarding consent calendar items or matters within the jurisdiction of the City. Public comment for afternoon sessions starting at 1:00 p.m. may occur at any time after 1:00 p.m. Public comment for afternoon sessions starting at 3:00 p.m. may occur at any time after 3:00 p.m. Public Comment during an evening session may commence at anytime after 6:15 p.m. To the extent the agenda states a specific time for public comment, the times are approximate and may be adjusted by the presiding officer to ensure an effective and efficient business meeting of the City Council. Public Comment may be provided in-person/telephonically or prior to the meeting by email/e-comment.



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## STRATEGIC PLAN ALIGNMENT

### Strategic Priority No. 5 – High Performing Government

Goal No. 5.2 – Utilize technology, data, and process improvement strategies to increase efficiencies, guide decision making, and ensure services are accessible and distributed equitably throughout all geographic areas of the City.

#### Cross-Cutting Threads



Community Trust



Fiscal Responsibility



Sustainability & Resiliency



Equity



Innovation



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## RECOMMENDATIONS

That the City Council adopt a resolution amending City Council Rules of Procedure and Order of Business to revise Section IX, Item F – Agenda Sequence and Order of Business related to Oral Communications and to repeal Resolution No. 23618.

