



Memorandum

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**File #:** 16-00364

City Council

1/12/2017

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**LEGISLATIVE ACTION ITEM**

**SPONSOR:** City Council President Brian Spencer

**SUBJECT:**

Amendment to City Council Rules and Procedures-Section(s) 2.05 and 2.09

**RECOMMENDATION:**

That City Council amend Council Rules and Procedures, Section(s) 2.05 and 2.09 to clear up currently existing ambiguity and conflict.

**AGENDA:** Regular

**HEARING REQUIRED:** No Hearing Required

**SUMMARY:**

There currently exists ambiguity between City Council Rules and Procedures, Sections 2.05 and 2.09.

Currently under Section 2.05 (Agenda Conference - Order of Business), Presentations are listed as (2).

Section 2.09 (Presentations) states: "Requests for Presentations shall be sponsored by a City Council Member or the Mayor. Such a request shall be accompanied by a Council Memorandum and shall be included on the agenda in the same manner as all other items are included. It shall be reviewed at the Agenda Conference and shall be subject to all rules pertaining to agenda items. Any request for presentation being submitted after the deadline will be treated as are all other agenda items."

Current practice allows for Presentations to take place at the Agenda Conference, prior to them actually being approved within the Agenda.

To clear this ambiguity, following review at the Agenda Conference, the Council will vote on the proposed presentation; if passed, the presentation will be conducted immediately following the approval of the final agenda.

Also, it has been recognized that some presentations are more suitable for an Agenda Conference setting while others are more appropriate at the Council Meeting. To address this issue, language will be included within Section 2.09 that allows the sponsor to request the presentation be conducted at a Regular or Special Council Meeting, subject to approval by the majority of Council. As a ministerial matter, the Council will vote on the presentation; if passed, the presentation will take place during the Awards/Presentation portion of the next

regularly scheduled Council meeting.

**PRIOR ACTION:**

June 16, 2016, City Council Adopted current Rules and Procedures

**FUNDING:**

N/A

**FINANCIAL IMPACT:**

None

**STAFF CONTACT:**

Don Kraher, Council Executive

**ATTACHMENTS:**

- 1) City Council Rules and Procedures, Section 2.05 Agenda Conference - Order of Business
- 2) City Council Rules and Procedures, Section 2.09 Presentations

**PRESENTATION:** No