

Legislation Text

File #: 21-5689, **Version:** 1

A resolution repealing existing City Council Policies and Procedures and Rules of Procedure and adopting new City Council Policies and Procedures and Rules of Procedure for the conduct of City Council business and meetings.

(This item was postponed at the September 20, 2021, City Council meeting.)

The City Council Policies and Procedures manual has not been updated since 2019 and could utilize additions and clarifications to match some of the recent State legislation and City ordinances that have been passed. Staff has reviewed policies that are outdated and have updated the language to align the Policies and Procedures with other laws. Some of the major updates include:

- Updates to the Agenda process and review that matches State legislation
- Clarifications on conducting business at official Council Meetings
- Addition of Chapter 6 - Technology and Communication that clarifies technology use, communication methods, and open records best practices
- Adding guidelines for travel and training policies that are similar to Citywide policy
- Adding campaign finance and reporting updates that match the recently passed Campaign Finance Ordinance
- Adding guidelines on receiving gifts and complimentary items
- Defining Council Committees that align with the new Boards and Commissions Ordinance

At the September 20, 2021, City Council meeting, Council requested additional wording in the Policies and Procedures for a policy outlining the use of electronic devices at Council meetings. Staff has incorporated Council feedback into the revised version.

Recommended/Desired Action

Staff recommends approval of the resolution.

Attachment(s)

Resolution

Drafter

Chris Sanchez

Head of Department

Cliff Keheley