

City Council Agenda Summary Sheet (Non Purchases)

Agenda No: 2005-0051 – Amendments to City Council Rules of Procedure regarding Canceling meetings, Changing Work Sessions to Regular Meeting, Order of Business, Citizen Representatives’ terms on Council Communications Committees

Date: January 14, 2005

Prepared By: Susan Galeczka, City Council Liaison

City File No: N/A

Meeting Date: January 19, 2005

Council President Hill is submitting the following changes for introduction and discussion to the *City Council Rules of Procedure*:

Article III Types of Meetings

There are rare occasions when there are no Agenda Items or not enough Agenda Items for Council to hold a Regular meeting. This recently happened with the January 5, 2005 meeting where there were only three purchases that could have been held over to the next Regular meeting. Currently the *Council Rules of Procedure* only allow meetings to be canceled by Resolution of Council. In this circumstance, in order to cancel the meeting Council would have had to hold a Special meeting to cancel the Regular meeting. In an effort to provide a mechanism for a meeting to be canceled under this type of unique situation it is being suggested that the Council President have the ability to cancel a meeting, ONLY due to lack of agenda items and with the concurrence of the Vice President.

A second issue that arises on occasion is the need to change a Work Session to a Regular meeting. This too can only be done by Council resolution. To provide a little more flexibility it is being suggested that Council allow the Council President to change a Work Session to a Regular meeting, with the concurrence of the Vice President, if the President deems it necessary to handle Agenda items that require action.

As a housekeeping issue to provide more clarity, Sections of Article III have been rearranged to provide a separate section for setting the Annual Meeting schedule and then a separate section on each type of meeting Council may hold.

Article V Order of Business and Agenda

Throughout the budget process budget discussions appears on various agendas during the year. With the Legistar system the first time the Budget is discussed it appears under “New Business”. After the initial discussion, the system places this item under “Unfinished Business” near the beginning of the Agenda. It is being suggested that there be a separate heading entitled “Budget Discussions” to allow the budget discussions to appear as a separate item on an agenda at which ever place it best serves Council and the public.

Article VII City Council Communication Committees

At the December 8, 2004 City Council Meeting, Council discussed changing the terms of the Citizen Representatives who serve on the Council Communication Committees to one year to coincide with the Council terms and the Youth Representative terms. Draft Minutes of the discussion has been provided

Proposed Amendments to Article III, Article V and Article VII have been provided for your review. Pursuant to Article IX, Suspension and Amendment of these Rules, Section .02, Amendments of these Rules, Subsection (a) it states the following:

These rules may be amended or supplemented by a vote of a majority of the Council currently holding office, provided that no vote to amend shall take place at the same meeting at which such amendment or supplement is initially proposed

If Council is in agreement with this change, it will be placed on the February 2nd City Council Meeting Agenda for adoption.

As always, if you have any questions or concerns, please feel free to contact me.

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