

**SUBJECT: AMENDMENT AND ADOPTION OF SECTIONS OF THE CODE RELATING TO CITY COUNCIL MEETINGS AND PROCEDURES**

PREPARED/REQUESTED BY: K. VanGorder, City Clerk

DATE: March 7, 2000

FOR AGENDA OF: March 13, 2000

**SUMMARY:**

This ordinance is being revised as part of the re-codification project, which is now in process. A brief description of the changes are listed below:

Section 2. Clarifies procedure on when meetings are held and called.

Section 3. New section entitled "Public Meetings." Note teleconferencing will now be referenced in this section only and will be repealed in Section 11.

Section 4. New section entitled "Executive Session." Since the council has been going into executive session more and more lately, the attorney and I felt it should be properly included in the code.

Section 5 & 6. Moved from Section 11 repeal.

Section 7. New section entitled "Agenda." Provides for procedure of the agenda. Follows *Robert's Rules of Order Newly Revised*. Suggested to help the council move through the agenda more rapidly. Please note a new heading entitled, Public Participation. This will now be the place where the public will have an opportunity to be heard in one segment of the meeting, rather than having our current practice of persons to be heard in the middle and audience participation at the end of the meeting. It also allows for audience participation to be heard before the consent agenda is considered, which at times can be useful rather than suspending the rules to allow the public to speak on an issue under consent. This allows public comments prior to the consent agenda being considered.

Section 8. New section entitled "Persons to be Heard." Provides the procedure for which a person may ask to be placed on the agenda prior to the meeting and follows our current practice.

Section 9. New section "Council Voting." Moved from Section 11 repeal.

Section 10 and 11. Repealed sections of the code.

**FISCAL IMPACT:** \_\_No \_\_Yes, amount requested: \$ Fund:

**CLERK'S RECOMMENDED ACTION:**

Introduce ordinance and set for public hearing.

Administration Initial: SP

Presented with: Ord 00-16  
Date: 4/10/00 Verified by: KV