

MEMORANDUM

TO: Council Members
FROM: Mayor Harley Strickland
DATE: September 23, 2008
SUBJECT: Council Rules and Procedures

PURPOSE

To discuss a possible review and revision of the Council's Rules & Procedures.

BACKGROUND

Shortly after the last election, it was noted by Council that the Rules & Procedures had not been updated in a number of years and that it may be time for a review of them. Since then, several issues have arisen which could be addressed in the Rules & Procedures to promote an orderly process for conducting City business.

During the charter review process, Council identified a number of concerns which they felt might be better addressed in the policies and procedures rather than as a charter issue.

Below I have listed some of the issues I have noticed and would like to see discussed:

1. Clarification to the agenda process (i.e., placing/removing items from the agenda)
2. Do any of the current Procedures conflict with *Roberts Rules of Order*?
3. Statutory requirements vs. Parliamentary Requirements
4. Procedure for addressing absences
5. Safeguards to minimize negative impacts to the City and Council Members resulting from electronic transmissions
6. Items from Charter review meetings
7. Citizen Comments

RECOMMENDATION

I recommend that the Council schedule a workshop to consider these issues and identify other issues to be addressed in an update of the Policies & Procedures.