

MEMORANDUM

TO: Mayor Silvia and Members of the City Council
FROM: Harvey Cargill, Jr., City Attorney
DATE: July 18, 2005

After the last discussion, Connie and I redrafted the Council's Policy on Council Meeting Procedures and its Policy on Council Appointed Citizen Committees and Sub-Committees. The following changes are suggested for the Policy on Council Meeting Procedures:

1. Add Consent to Regular Agenda Items, page 7 of the draft.

This will mean that the processes will be handled exactly the same for Consent and Regular Agenda items. Before a Consent or Regular Agenda Item is announced, a citizen can sign up to speak. The citizen then will be given three minutes to talk. The citizen would speak at the same time the item is considered. Public comment would be allowed on all Consent and Regular items posted on the Agenda.

2. Hear Visitors, page 6 of the draft.

Hear Visitors would remain at the beginning of the Agenda with minor language changes. It would cover items not on the posted agenda. At the present time, the Council is limited to deciding whether to put the item on a future agenda or making a statement of City policy and is not allowed to respond or decide the issue on the Hear Visitors items. Because of the distinct difference between the way #1 and #2 must be handled, it is recommended the two items not be combined. It would be hard for the citizen speaking and the audience to understand why in one case a full discussion and decision takes place and under Hear Visitors there is no discussion, if the two are combined.

3. Work Study Agenda, page 7 of the draft:

This would provide that generally work study will be for Council Members to talk among themselves. It would allow the Council to have public input if the Council so decides.

If you have any questions, concerns or suggestions, please call or e-mail Connie or me.

cc: Connie Hooks
Glenn Brown