



REPORT TO COUNCIL

City of Sacramento

915 I Street, Sacramento CA 95814-2604,
www.CityofSacramento.org

Discussion
September 7, 2010

Honorable Mayor and
Members of the City Council

Title: Council Rules of Procedure (CRP)

Location/Council District: Citywide

Recommendation: Adopt a Resolution approving the updated Council Rules of Procedure to include: 1) a 2:00 pm meeting at least once a month; 2) addition to the agenda a section reflecting the City Attorney and City Treasurer review of staff reports, as appropriate; and 3) public comment on "matters not on the agenda" placed at the end of the meeting with flexibility to move on exception basis if needed.

Contact: Shirley Concolino, City Clerk, (916) 808-5442

Presenter: None.

Departments: City Clerk

Division: N/A

Organization No. 0700

Description/Analysis

Issue: On August 17, 2010, Council passed two motions directing staff to modify the CRP. The first motion provided for 1) a 2:00 pm meeting at least once a month; and 2) addition to the agenda a section reflecting the City Attorney and City Treasurer review of staff reports, as appropriate. The second motion approved placement on the agenda of public comment for "matters not on the agenda" at the end of the meeting.

Policy Considerations: Any proposed changes directed by a majority vote of the Council will be incorporated into the Council Rules of Procedure and brought back for Council adoption.

Environmental Considerations: None

Commission/Committee Action: None

Rationale for Recommendation: Confirmation by Resolution incorporating appropriate changes to the Council Rules of Procedure meets City standards.

Financial Considerations: N/A

Emerging Small Business Development (ESBD): N/A

Approved by: 
Shirley Concolino
City Clerk

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Attachment 1 - Background

Attachment 2 – Resolution

Exhibit A: Council Rules of Procedure

Background

On August 17, 2010, Council passed two motions directing staff to modify the CRP. The first motion provided for 1) a 2:00 pm meeting at least once a month; and 2) addition to the agenda a section reflecting the City Attorney and City Treasurer review of staff reports, as appropriate. The second motion approved placement on the agenda of public comment for "matters not on the agenda" at the end of the meeting. The Council also affirmed Rule 6.A.4 that continuation of a meeting past 9:00 pm requires a majority vote of Council.

These Council Rules of Procedure comply with state law and City Charter requirements while providing clear direction to the Mayor, Council, staff and the public in the procedures of the City's legislative bodies.

RESOLUTION NO.
Adopted by the Sacramento City Council

**APPROVING THE COUNCIL RULES OF PROCEDURE (CRP)
AND REPEALING RESOLUTION NO. 2010-261**

- A. As part of the revision process of the Council Rules of Procedure, the City Attorney, City Manager, and City Clerk collaborate to ensure that previously included information is periodically evaluated.
- B. The preferred practice, to ensure a clean legislative history, is to adopt new Rules of Procedure in their entirety for any changes whatsoever.
- C. The most recent Council Rules of Procedure was adopted by Resolution No. 2010-261 on May 18, 2010.
- D. On August 17, 2010, Council passed two motions directing staff to modify the CRP. The first motion provided for 1) a 2:00 pm meeting at least once a month; and 2) addition to the agenda a section reflecting the City Attorney and City Treasurer review of staff reports, as appropriate. The second motion approved placement on the agenda of public comment for "matters not on the agenda" at the end of the meeting.
- E. These Council Rules of Procedure comply with state law and City Charter requirements while providing clear direction to the Mayor, Council, staff and the public in the procedures of the City's legislative bodies.

**BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL
RESOLVES AS FOLLOWS:**

Section 1. The Council Rules of Procedure attached as Exhibit A are a part of this resolution and are adopted.

Section 2. Resolution No. 2010-261 is repealed.

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Exhibit A Council Rules of Procedures