

MEETING OF STANDING COMMITTEES

Community Center

June 20, 2022

The meeting of Standing Committees met at the Community Center at 5:50 p.m. on June 20, 2022, with the following Committee persons in attendance: Councilmembers Susan deBuhr, Kelly Dunn, Daryl Kruse, Simon Harding, Dustin Ganfield (via video conference), Gil Schultz, and Dave Sires. Staff members from all City Departments and members of the community attended in person.

Administration Committee:

Chair Dunn called the meeting to order and introduced the only item on the agenda, Council Meeting Rules of Order (Administrative Policy No. 7) and introduced Mayor Green. Mayor Green gave a brief overview of the thirty-three proposed changes to Administrative Policy No. 7. Chair Dunn opened for questions from Council; Councilmembers discussed the following items:

1. Title and Numbering of City Council Meeting Procedures - Consensus: Change the numbering format as proposed to the Municipal Directives Index format, but the name would stay "City Council Meeting Procedures".

5. Remote Attendance (Rule 2.4) – Consensus: Members may attend via remote means with advance notice provided to the City Clerk by Noon on the business day prior to the meetings, unless unexpected circumstances arise. If video conferencing, it's preferred that members have video on.

6. Standing and Special Committees (Rule 3.1(b)) – Consensus: The Pledge of Allegiance will be recited at the regular council meetings.

7. Preparation of agenda (Rule 3.1(g)) – Consensus: Leave the name as "Staff Updates", but relocate to the start of the agenda.

8. Preparation of agenda (Rule 3.1(l)) – Consensus: Keep one public forum at the beginning of the agenda but allow staff to respond to public comments/questions to comments/questions.

9. Preparation of agenda (Rule 3.1(m)) – Consensus: Keep the name as "Council Referrals".

10. Preparation of agenda (Rule 3.1(j)) – Consensus: Rename the title to "Council Updates & Announcements".

13. Presiding Officer (Rule 4.1) – Consensus: No change, leave as the most senior council member to facilitate meeting if Mayor and Mayor pro-tem are absent.

18. Announcement of Items in the Consent and Resolution Calendars (Rule 5.18) – Consensus: May read title, summarize or list by number, at the discretion of the presiding officer.

25. Council Referrals (Part 8) – Consensus: All referral requests shall be provided to the City Clerk in writing no later than 5:00 p.m. on the Monday prior to the next regular council meeting. The request shall contain sufficient information to enable the council to determine if the request merits referral.

26. Council Work Sessions (Part 9) – Consensus: Request that all Work Sessions be recorded.

30. Public comment during public hearings and on agenda items (Rule 10.2(d)) – Consensus: Leave as total speaker input on any subject under consideration can be limited to a fixed period by the presiding officer.

Chair Dunn asked for the motion (Recommend changes be brought back to Committee for approval of the proposed City Council Meeting Procedures document with changes discussed above by Councilmembers); Councilmember Harding so moved; Councilmember Schultz seconded. Motion carried unanimously.

Chair Dunn requested a motion to adjourn. Councilmember deBuhr so moved; Councilmember Harding seconded. Motion carried unanimously. Meeting adjourned at 7:09 p.m.

Minutes by Kim Kerr, Administrative Supervisor