



Memorandum

To: Joshua Krintzman, Chair
Brenda Noel, Vice Chair

From: Susan Albright, President
Rick Lipof, Vice President

Re: Council Rules

Date: April 20, 2020

#247-20 Request for a review on the City Council rules
COUNCILORS ALBRIGHT AND KRINTZMAN requesting a complete review and appropriate changes to the Rules and Orders of the City Council.

A number of suggestions have been made regarding Council Rules, asking questions and/or making recommendations for different ways for our Council and its committees to operate. In addition, a quick reading of the rules will reveal many practices we no longer do. We need to decide to either change them or put them back into practice. Please recreate the Rules Subcommittee appoint members for it. The charge to the subcommittee is to provide guidance and recommendations to the Council regarding any needed rules changes, and the reasons for them, which should result in a series of docket items to the Programs and Services and ultimately the full City Council. You can use one docket item as parent. Attached are ideas that have been brought forward to date. Please to not hold back all suggested rules changes for one single discussion, rather please propose smaller and discreet items, as the subcommittee is ready to send proposals to the Committee.

Rules Issues Presented to Date

1. General cleanup of rules to fix things totally outdated
2. We need to look at why IT reports to Finance. IT solves many programmatic problems not just financial and administrative issues.
 - Are the right departments reporting to the right committees?
 - The clerk does the referrals now - we need to understand the rules A docket item on vibrations and it ended up at ZAP but a docket item on rock saws went to programs and services. Why did leaf blowers end up in Programs and Services?
3. Do things need to be seconded in committee - it has always been no - lets clear this up.

4. Do we have the right committees?
- Should transportation be separated from public safety/
 - Should there be a committee on housing policy?
 - Where does climate change/sustainability get referred?
 - Anything else important missing?

ARTICLE I

- Council committee structure (do we have the right committees, with appropriate jurisdiction) [Section 1 & 3]
 - Is the committee membership appropriate? (Do we need only 1 councilor from each ward on each committee) [Section 2]
- If modified - should review quorum rules too [Section 5(A)]
 - Rules say that the committee chair appoints the vice-chair - should the President appoint chair and vice-chair? [Section 2(c)]
- Rules on quorum - is 4 or 3 sufficient to conduct business? [Section 5(A)]
- Mandatory hearings [Section 5(D)] - clarify that this is for legally required hearings
- Required meetings / reporting - what must committees do with docket items and who must sign off on a report [Section 6(A)]
- Committee Reports - modernize this rule? [Section 6]
- Committee meeting schedule [Section 4]
 - Having so many overlapping meetings could preclude sufficient participation - can we distribute meetings better? [Section 4]
 - Should any two committee members be able to call a meeting of a committee? If so - do the two members set the agenda too? [Section 4(C)(2)]
- Rules state that the President makes committee referral - should this be the Clerk? [Section 3]
- Update / remove Gender in appointments by Mayor [Section 8]
- Clarify which appointees require an "interview" before the council [Section 9]

ARTICLE II

- Clarify that Councilors need not "rise" to be recognized, but rather when speaking [Section 4]

ARTICLE III

- Clarify that members shall stand while speaking [Section 3]
- Perhaps codify conventional rules on appropriate dress code

ARTICLE VIII

- Review process for election of officers