



# City Council Policies

Workshop: April 1, 2024

Jonathan Young
City Attorney



#### **Overview**

- Community Communication
- Complaints Re: Direct Reports
- Filling Council Vacancies
- Miscellaneous:
  - (1) Attendance
  - (2) Travel
  - (3) All-Council emails
  - (4) Parliamentary Procedure
  - (5) Annual DEI Training
  - (6) Retreats & Fifth Mondays
  - (7) Proclamations
  - (8) Council Compact



### Community Communication

- 1. Quarterly Forum
- 2. Weekly Meetings with refined 3 min. limit
- 3. Town Hall with open mic
- 4. Tabletops (market / coffee)
- 5. Defined feedback loop







### Complaints Re: Direct Reports

#### **Recommend:**

- 1. Timely notification of City Council; and
- 2. Investigate all plausible allegations that, if true, would constitute a violation of law or policy.

#### Memorialize via:

- A. Website; and/or
- B. Council Policy.





### Filling Council Vacancies





#### Councilmanic **Freeze**

- 4-6 weeks maximum;
- Greatest utility shortly before candidate filing week.

#### **Charter Amendment**

- Longer durations permitted;
- Potential consequences of leaving one or more seats unfilled.





**Scenario 1 Councilmanic Freeze** used to delay appointment beyond filing week.

**Scenario 2 Charter Amendment** required to postpone appointment beyond filing week.

**Scenario 3** More than 9-month delay required to delay beyond filing week.





**Councilmanic Freeze** 

can be used to postpone appointment until after filing week.

**Charter Amendment** 

would be needed to leave seat vacant until after municipal election.



# **Appointment Process Scenario 1**

Vacancy

#### 2023

### **Freeze Period**

4 Weeks Councilmanic

### Council - Appointment

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Candidate Filing Week

**Primary** 

General Election



# **Appointment Process Scenario 1**

Vacancy

### JANUARY FEBRUARY

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29 30 31

Charter Amendment Required

Freeze

**Period** 

### No Council

**Appointment** 

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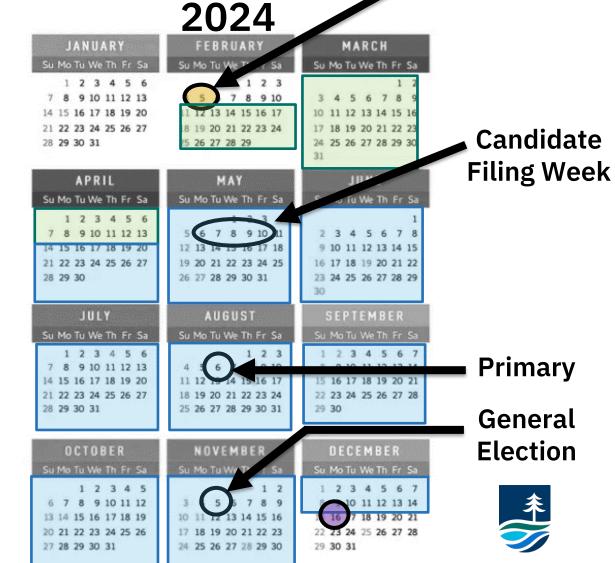
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**Councilmanic Freeze** 

of 4-6 weeks results in no discernable benefit. **Charter Amendment** 

would be needed to leave seat vacant until after 2024 filing week.



# **Appointment Process Scenario 2**

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MARCH

2023

JANUARY

#### Freeze Period

4 Weeks Councilmanic

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# **Appointment Process Scenario 2**

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2023

#### Freeze Period

Charter Amendment Required

Vacancy

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#### **Councilmanic Freeze**

of 4-6 weeks results in no discernable benefit.

#### **Charter Amendment**

would be needed to leave seat vacant until after 2024 filing week.



# **Appointment Process Scenario 3**

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# **Appointment Process Scenario 3**

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### Discussion: Council Vacancies





### **Council Meetings**

- 1. Attendance (notification of absences);
- 2. Travel (e.g. conferences or sister city);
- 3. Communications to the Council– one response on behalf of all;
- 4. Parliamentary procedure: Increase specificity beyond reference to Robert's Rules;





# Council Meetings Continued...

- 5. Proclamations;
- 6. Annual training in Diversity, Equity and Inclusion (DEI) and accessibility;
- 7. Programming Retreats and Fifth Mondays;
- 8. Council Compact.





#### **Next Steps**

 Advance proposed amendments from April 1, 2024 Workshop

(Schedule additional workshop dates as desired by Council.)

- City Attorney to draft any desired amendments
- Preview changes under "Manager Communications"
- Formal consideration of Amendments via Resolution on Consent Agenda

### Thank You



