Atascadero City Council
Staff Report - City Manager’s Office

City Council Agenda Format

RECOMMENDATION:

Council introduce for first reading by title only the Draft Ordinance, amending Title 2, Chapter 1 of the Atascadero Municipal Code (AMC) relating to Council Procedure.

DISCUSSION:

At the City Council’s January 22, 2008 meeting, the Council discussed the format of their agendas and options to improve the flow of their meetings. The Atascadero Municipal Code (AMC) currently states that the City Council meets in the Historic City Hall on Palma in the Rotunda at 7:00 p.m. Since the San Simeon earthquake of December 22, 2003, the City Council held their meetings at the Pavilion until the current City Hall was ready for occupancy. The City Council meetings are now held in the current City Hall Council Chambers on El Camino Real. The City Council also desires to streamline their agendas to allow for an earlier start time and an adjournment at a reasonable hour.

It was decided by the Council to update the AMC as follows:
- Update the location of their meetings
- Move the start time of their meetings to 6:00 p.m., or immediately following the Redevelopment Agency meetings, which will now be at 6:00 p.m.
- Change the public comment time period to three (3) minutes

The Council also decided to move the Community Forum to after the Consent Calendar. This change does not require an amendment to the AMC and will be implemented when the proposed ordinance goes into effect.
The following are the requested amendments to the AMC:

2-1.01 Meetings.

The Council shall hold regular meetings in the Rotunda Room of City Hall, fourth floor, Administration Building, 6500 Palma Avenue, 6907 El Camino Real, Atascadero, every second and fourth Tuesday evening. The Council meetings will commence at 76:00 p.m., unless there is a Community Redevelopment Agency meeting commencing at 6:00 p.m., in which event the Council meeting will commence immediately following the conclusion of the Community Redevelopment Agency meeting. The Council will also meet on and on such other days, at such other times, as may be designated in a notice for a special meeting. A special meeting may be ordered in accordance with the provisions of Sections 54956 and 54956.5 of the Government Code of the State. When the day for any regular meeting of the Council falls on a legal holiday, the meeting shall not be held on such holiday, but shall be held at the same hour on the next succeeding day thereafter which is not a holiday, or at such other time as shall be determined and noticed by the Council. (Ord. 186 § 1, 1988: Ord. 142 § 1, 1986: Ord. 19 § 2-1.01, 1980: Ord. 1 §§ 1, 2, 1979)

2-1.14 Manner of addressing the Council: Time limit.

(a) Manner: Time. Each person addressing the Council shall approach the Council table and step up to the public microphone, if available, give his or her name and address in an audible tone of voice for the record, and, unless further time is granted by the presiding officer, shall limit his or her address to three minutes. All remarks shall be addressed to the Council as a body and not to any member thereof. No person, other than a Councilmember and the person having the floor, shall be permitted to enter into any discussion without the permission of the presiding officer.

(b) Spokespersons for Groups of Persons. Whenever any group of persons wishes to address the Council on the same subject matter, it shall be proper for the presiding officer to request that a spokesperson be chosen by the group to address the Council and, in the event additional matters are to be presented at the time by any other member of such group, to limit the number of persons so addressing the Council so as to avoid unnecessary repetitions before the Council. (Ord. 19 § 2-1.14, 1980)

FISCAL IMPACT: None

ALTERNATIVES:

The City Council may decide to not adopt the proposed amendments to the AMC.

ATTACHMENT: Draft Ordinance
DRAFT ORDINANCE

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ATASCADERO, CALIFORNIA, AMENDING TITLE 2, CHAPTER 1 OF THE ATASCADERO MUNICIPAL CODE RELATING TO COUNCIL PROCEDURE

The City Council hereby finds and declares as follows:

WHEREAS, the City Council of the City of Atascadero has previously adopted Atascadero Municipal Code Sections 2-1.01 concerning Meetings, and 2-1.14 concerning Manner of addressing the Council: Time Limit; and,

WHEREAS, the Historic City Hall was badly damaged on December 22, 2003 by the San Simeon earthquake, causing the building to be vacated until repaired; and,

WHEREAS, the City Council desires to update the Atascadero Municipal Code with the current location of City Council meetings; and,

WHEREAS, the City Council desires to update the Atascadero Municipal Code relating to the time limit for public comment at City Council meetings.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ATASCADERO HEREBY ORDAINS AS FOLLOWS:

SECTION 1: Section 2-1.01 of the Atascadero Municipal Code is hereby amended to read in full as follows:

2-1.01 Meetings.
The Council shall hold regular meetings in the Rotunda Room, fourth floor, Administration Building, 6500 Palma Avenue, Council Chambers of City Hall, 6907 El Camino Real, Atascadero, every second and fourth Tuesday evening. The Council meetings will commence at 7:00 p.m. unless there is a Community Redevelopment Agency meeting commencing at 6:00 p.m. in which event the Council meeting will commence immediately following the conclusion of the Community Redevelopment Agency meeting. The Council will also meet and on such other days, at such other times, as may be designated in a notice for a special meeting. A special meeting may be ordered in accordance with the provisions of Sections 54956 and 54956.5 of the Government Code of the State. When the day for any regular meeting of the Council falls on a legal holiday, the meeting shall not be held on such holiday, but shall be held at the same hour on the next succeeding day thereafter which is not a holiday, or at such other time as shall be determined and noticed by the Council. (Ord. 186 § 1, 1988; Ord. 142 § 1, 1986; Ord. 19 § 2-1.01, 1980; Ord. 1 §§ 1, 2, 1979)
SECTION 2: Section 2-1.14 of the Atascadero Municipal Code is hereby amended to read in full as follows:

2-1.14 Manner of addressing the Council: Time limit.

(a) Manner: Time. Each person addressing the Council shall approach the Council table and step up to the public microphone, if available, give his or her name and address in an audible tone of voice for the record, and, unless further time is granted by the presiding officer, shall limit his or her address to five (5) three (3) minutes. All remarks shall be addressed to the Council as a body and not to any member thereof. No person, other than a Councilmember and the person having the floor, shall be permitted to enter into any discussion without the permission of the presiding officer.

(b) Spokespersons for Groups of Persons. Whenever any group of persons wishes to address the Council on the same subject matter, it shall be proper for the presiding officer to request that a spokesperson be chosen by the group to address the Council and, in the event additional matters are to be presented at the time by any other member of such group, to limit the number of persons so addressing the Council so as to avoid unnecessary repetitions before the Council. (Ord. 19 § 2-1.14, 1980)

SECTION 3: A summary of this ordinance, approved by the City Attorney, together with the ayes and noes, shall be published twice: at least five days prior to its final passage in the Atascadero News, a newspaper published and circulated in the City of Atascadero, and; before the expiration of fifteen (15) days after its final passage, in the Atascadero News, a newspaper published and circulated in the City of Atascadero. A copy of the full text of this ordinance shall be on file in the City Clerk’s Office on and after the date following introduction and passage and shall be available to any interested member of the public.

INTRODUCED at a regular meeting of the City Council held on _____________, and PASSED and ADOPTED by the City Council of the City of Atascadero, State of California, on _____________, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:  CITY OF ATASCADERO

Marcia McClure Torgerson, C.M.C., City Clerk

Mike Brennler, Mayor
APPROVED AS TO FORM:

________________________________________
Brian Pierik, City Attorney