



TO: Honorable Mayor and Council

FROM: Steve Kemp, City Attorney

RE: Public Comment regarding Past Council Practices (051518)

DATE: May 17, 2018

At the most recent Council meeting, there were some comments regarding past council practices. First, under Section 27 of the Charter, each newly elected council is to establish its rules and procedures. While the comments cited to a 2011 council procedure, that procedure is no longer in place and does not reflect the Charter mandate.

Second, the council rules and procedures are made available in an abbreviated form in the 2018 edition of the Citizens Guide to Council Meetings which is located on the website and is available in hard copy at council meetings.

There was also a reference to the public comment being a time to discuss issues with your council member. That is not correct, the purpose of public comment is to make the body of council aware of a concerns during the regular business meeting to carry out the legislative affairs of the council, see Section 19 of the City Charter. There are a number of ways for citizens to have one on one discussions with council members.

1. Individual councilmembers have city e-mail accounts which they access.
2. Personal appointments may be set up through the executive assistant to the city manager and city attorney.
3. Telephone calls to the city manager's office asking for a council member, which will then be given to the council member.
4. Meet, Greet and Eat events held during the summer.

Certainly, the city manager and I will also work with any citizen to facilitate communication with their council member(s)