

**CITY COUNCIL RESOLUTION NO. 2023-\_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRENTWOOD APPROVING AMENDMENTS TO SECTIONS 3.2 AND 5.2 OF THE CITY OF BRENTWOOD MEETING RULES AND PROCEDURES**

**WHEREAS**, on November 13, 2001, the City Council adopted Resolution No. 2399, approving Policy 110-1 governing meeting rules and procedures;

**WHEREAS**, on April 27, 2004, the City Council adopted Resolution No. 2004-97, amending Rules 1-27 and adding rules 28-36; and

**WHEREAS**, on May 25, 2005, the City Council adopted Resolution No. 2005-260, deleting Rule 8; and

**WHEREAS**, on April 11, 2006, the City Council adopted Resolution No. 2006-73, deleting Rule 36; and

**WHEREAS**, on January 23, 2007, the City Council adopted Resolution No. 2007-15, adding Rule 13A; and

**WHEREAS**, on October 9, 2007, the City Council adopted Resolution No. 2007-225, amending Rule 13A; and

**WHEREAS**, on May 24, 2011, the City Council adopted Resolution No. 2011-67, deleting a portion of Rule 32 and amending Rule 28H; and

**WHEREAS**, on January 22, 2013, the City Council adopted Resolution No. 2013-11, amending Rule 26; and

**WHEREAS**, on December 10, 2013, the City Council adopted Resolution No. 2013-174, amending Rule 35 in its entirety; and

**WHEREAS**, on December 9, 2014, the City Council adopted Resolution No. 2014-182, amending Rule 13A; and

**WHEREAS**, on June 6, 2014, the City Council adopted Resolution No. 2016-74, comprehensively amending Policy 110-1 and adopting new Meeting Rules and Procedures; and

**WHEREAS**, on December 12, 2017, the City Council adopted Resolution No. 2017-162; and

**WHEREAS**, the City Council considered further amendments to the Meeting Rules and Procedures at its regular meeting of October 10, 2023.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Brentwood hereby:

- A. Approves the following amendments to Rule 3.2 of the Meeting Rules and

Procedures as set forth below (additions underlined, deletions struckthrough):

**“3.2 Duties of Mayor.** The Mayor has the power, authority, and discretion, without a vote of the majority of the Council (except as noted) to:

**a. Preside over Council meetings:**

- 1) maintain order and proper decorum (See Rule 5 below);
- 2) announce the business before the Council in the order set forth in the agenda (or as such order may be changed per Rule 4.3 below);
- 3) call for votes on each matter requiring a decision, and announce the results. The Mayor may make a motion, second and debate matters, subject only to the same limitations of debate as are imposed upon all members-);
- 4) when requested, make these Rules known and decide questions of order, subject to an appeal of the Council;
- 5) set time limits on Council discussion (subject to Council concurrence) and on communications from members of the public, consistent with the Brown Act; and
- 6) open public hearings.”

- B. Approves the following amendments to Rule 5.2 of the Meeting Rules and Procedures as set forth below (additions underlined, deletions struckthrough):

**“5.2 Decorum Generally - Public.** Members of the public wishing to speak during the public discussion are requested to fill out the speaker form provided and hand the card to the City Clerk at the beginning of (or during) the meeting. Comments by members of the public are generally limited to five minutes, or less time if a large number of speakers is anticipated or if approved by the Mayor. A speaker may not allocate his or her time to another speaker. The Mayor will invite public testimony on each item at the appropriate time. Written documents or messages to the City Council or any Council Member while the City Council is in session, which pertain to the Council’s business, shall be made only through the City Clerk.

A member of the audience must come forward to the lectern so that their remarks may be accurately recorded. All remarks shall be addressed to the Mayor, except that answers to questions posed by a City Council Member recognized by the Mayor may be addressed to the questioner. No person other than a member of the City Council and the person having the floor shall enter into any discussion, either directly or through a Council Member, without the permission of the Mayor. The comments must be pertinent to the agenda item under discussion. A member of the public may not ask a question of a Council Member or staff member, except through the Mayor. Speakers are urged to avoid unnecessary repetition in their remarks and instead simply indicate agreement with previous speakers.

If a meeting is willfully interrupted by any individual, group or groups of people so as to render the orderly conduct of the meeting unfeasible, the Mayor may recess the meeting and require the removal of individuals who are interrupting the meeting, or clear the room and continue the meeting allowing only members of the press to remain. (Gov’t. Code §§ 54957.9.)”

- C. Requests that the City Clerk cause the revised language in Sections A and B of this Resolution to be included in the City Council Meeting Rules and Procedures Policy (No. 110-1) and posted on the City's website.

**PASSED, APPROVED AND ADOPTED** by the City Council of the City of Brentwood at a regular meeting held on the 10th day of October 2023 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**RECUSE:**