

City of Hesperia

STAFF REPORT



DATE: March 7, 2017

TO: Mayor and City Council Members

FROM: Nils Bentsen, City Manager

BY: Melinda Sayre, City Clerk

SUBJECT: Consideration of Annual Update of the City Council Procedures Manual and Adoption of Resolution No. 2017-007 amending the Public Safety Committee Schedule

RECOMMENDED ACTION

It is recommended that the City Council review the information provided herein and adopt the annual update of the City Council Procedures Manual, and adopt Resolution No. 2017-007 amending the Public Safety Committee (PSAC) meeting schedule.

BACKGROUND

The City Council took action at the February 21, 2017 meeting to amend the Public Safety Advisory Committee's established quarterly meeting schedule to annually or as needed. Resolution No. 2017-007 reflects that amendment which will schedule one meeting per year on the second Tuesday in January annually and allow for special meetings to be scheduled as needed.

The City Council Procedures Manual, first adopted in 2010 includes basic information on the City's structure, statutory requirements, City Council Policies, and information regarding the City's commissions and committees and public appointments. The Procedures Manual is updated annually in January. The attached draft update reflects the action the City Council took at the February 21, 2017 meeting to amend the Public Safety Advisory Committee schedule.

At the February 21, 2017 City Council Meeting, Mayor Russ and Council Member Bird requested that the Procedures Manual be revisited due to testimony and correspondence received (attached) from resident Bob Nelson regarding the deletion and addition of certain language within the Procedures Manual and agenda template.

ISSUES/ANALYSIS

The attached draft 2017 Procedures Manual Update is provided in "Track Changes" format which includes original language in black font type, suggested edits in red underlined font and suggested language to be removed in red strike-out font.

Suggested updates for the 2017 Manual include an update to language regarding the Public Safety Advisory Committee Program to reflect the City Council's action taken at the February 7, 2017 amending the meeting schedule to an annual meeting and allowing for special meetings to be called as needed.

Resident Bob Nelson submitted correspondence (attached) to the City Council regarding deletion and addition of language within Chapter Six – Conduct of the City Council, Staff and Public in the Procedures Manual citing concerns of First Amendment Rights. After careful review of Mr. Nelson's correspondence and suggested revisions which list suggested deletions in red strikeout font and suggested added language in black comic sands text font, staff does not recommend adopting Mr. Nelson's revisions as each pertain to meeting decorum and process which assists to structure and organize meeting proceedings without detracting from the public's ability to participate or provide input on meeting items or proceedings.

In one example, Mr. Nelson suggests deleting language stating that City Council Members should refrain from inappropriate behavior and derogatory comments. In another example, Mr. Nelson suggests deleting language stating that members of the public must approach the podium when addressing the Council and further, deleting language that prohibits stamping feet, whistling, yelling and shouting during meeting proceedings.

The correspondence submitted by Mr. Nelson also suggested the addition of language in Chapter six, pages 17 and 18, which would revise the process for submittal of speaker slips to address the City Council so that speakers would not indicate which item they wished to speak on, and instead would be called to the podium one by one presumably (although not specified) at the beginning of the meeting. Staff recommends against adopting this suggestion as calling for public comments during the specific items that members of the public wish to provide input on and participate in aides to the efficient flow of the meeting, enables the City Council to consider relevant public comments when making decisions on separate items and ensures public comment participants are present when action is taken.

Mr. Nelson's correspondence to the City Council also addresses suggested revised language for the City Council agenda template. Staff does not recommend adopting these language revisions as the suggested changes would decrease meeting efficiency while not enhancing the public's opportunity to participate in the meeting.

FISCAL IMPACT

There is no fiscal impact associated with this item at this time.

ALTERNATIVE(S)

1. Provide direction to staff.

ATTACHMENTS

1. Resolution No. 2017-007 Amending the Public Safety Advisory Committee Meeting Schedule
2. Draft update of the 2017 City Council Procedures Manual
3. Correspondence from Bob Nelson February 2, 2017