

## A G E N D A



## Recommendation for Council Action

Austin City Council	Item ID	70895	Agenda Number	15.
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Meeting Date:	5/18/2017	Department:	Management Services
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## Subject

Approve a resolution adopting procedures for City Council meetings, public hearings, and appeals.  
Related to Item # 14

## Amount and Source of Funding

## Fiscal Note

Purchasing Language:	
Prior Council Action:	April 18, 2017 - Council Work Session, council directed staff to return with meeting management agenda items.
For More Information:	Ray Baray, Chief of Staff, 512-974-2991
Council Committee, Boards and Commission Action:	
MBE / WBE:	
Related Items:	

## Additional Backup Information

The proposed resolution and attached Exhibit A, Procedures for Austin City Council Meetings, Public Hearings, and Appeals ("Procedures"), are the result of staff recommendations regarding Council meeting efficiency and deliberation, and Council direction to remove the provisions regarding Council meeting procedures from City Code and put them in a standalone document.

The proposed Procedures contain provisions that are proposed to be repealed from City Code Chapter 2-5 (*Council Action, Meeting Procedures, Public Hearings, and Appeals*) via a separate, related agenda item. The provisions relate to procedures for Council meetings, public hearings, and appeals, including the following:

- Article 2 (*Procedures for City Council Meetings*) of City Code Chapter 2-5;
- Division 1 (*Public Hearings*) of Article 3 (*Procedures for Public Hearings and Appeals*) of City Code Chapter 2-5; and
- Section 2-5-65 (*Conduct of Public Hearings on Appeal*) of City Code Chapter 2-5.

The Procedures would take effect on the 11<sup>th</sup> day after approval by the Council, to align with the effective date of the related ordinance repealing the above provisions from City Code Chapter 2-5.

While most of the above City Code Chapter 2-5 provisions were transferred to the proposed Procedures verbatim, some provisions were changed or deleted. Those changes include the following:

- Council would be able to waive any requirement of the Procedures for a particular agenda item by voice vote without amending the Procedures;
- If Council were already considering an item before 10 p.m., Council would be allowed to continue consideration of that item past 10 p.m. without first taking a vote to continue the meeting; after finishing the item, Council could vote whether to continue the meeting to consider other items;
- The electronic publishing of a draft Council meeting agenda nine days before the meeting would no longer be required;
- The City Manager would be required to notify citizens, who have requested notification, of the posting of the final agenda, instead of the draft agenda;
- Council Members would be required to submit items for the agenda no later than the second business day before the agenda is posted, instead of no later than the sixth business day prior to the meeting;
- A person would not be able to speak at general citizen communication more often than once every six weeks, instead of once out of every three regularly scheduled meetings;
- To speak on an item on the consent agenda, a citizen would have to register before the last person who has registered to speak on the consent agenda has begun to testify;
- A citizen speaking on an agenda item or at a public hearing who receives a donation of time from another person would only be able to speak: (1) an additional two minutes for each donation of time received from one the first 20 registered speakers, and (2) one additional minute for each donation of time received from a speaker registered after the 20<sup>th</sup> speaker;
- A citizen registered to speak on an agenda item or at a public hearing could only receive donations of time from two other registered speakers, instead of four other registered speakers;
- Council Members would be required to submit pre-selected agenda items to the Agenda Office by 4:00 p.m. on the Monday before work session, instead of by noon on the Monday before work session;
- Language currently in City Code Section 2-5-30 (*Attendance by Quorum of the Council at a Social Function*) would be deleted, as it is duplicative of state law provisions; and
- Language currently in City Code Section 2-5-31 (*Recusal*) would be deleted, as it is duplicative of requirements set out in another City Code chapter and in state law.