

**SPECIAL CITY COUNCIL MEETING
TUESDAY, MARCH 30, 2021**

**DOCUMENTS RECEIVED AFTER
PUBLISHED AGENDA**

AGENDA QUESTIONS & ANSWERS

AGENDA QUESTIONS & ANSWERS LOG
MEETING DATE: March 30, 2021

Item #1 [WS 21-015](#) City Council Member Handbook: Review Sections of the Handbook and Provide Direction to Staff Regarding Update or Changes

<p>1. Should this be the first Tuesday following the certification of their election?</p>	<p><i>Text will be amended as shown below.</i> ELECTIVE OFFICERS Except as otherwise provided in Section 501 of the Charter, Elective Officers shall hold office for a term of four years from and after the first Tuesday following their election installation and shall continue in office until their respective successors qualify.</p>
<p>2. Page 11, Item E - Probably time to update the reference to the "telephone book"?</p>	<p><i>Text will be amended as shown below.</i> Option to Report to Outside Administrative Agencies. Individuals also have the option to report harassment, discrimination, or retaliation to the U.S. Equal Employment Opportunity Commission (EEOC) or the California Department of Fair Employment and Housing (DFEH). These governmental agencies offer legal remedies and a complaint process. The nearest DFEH and EEOC offices are listed in the government section of the telephone book. The nearest DFEH and EEOC offices can be found at www.eeoc.gov and www.dfeh.ca.gov.</p>

<p>3. In the Mayor Section, Page 14 - The gender pronouns need to be replaced.</p>	<p><i>Sentence below is a quote from the City Charter and has been updated already.</i></p> <p>"The Mayor may use the title of Mayor in all cases, but the same shall not be construed as conferring upon him/her Mayor's administrative or judicial functions or other powers or functions of a Mayor under the general laws of the State. (Sec. 604, City Charter)"</p> <hr/>
<p>4. We don't actually vote on the amendment separately, so should this language be removed? The rest seems consistent with our practice.</p> <p>Page 39 MOTION TO AMEND</p> <p>"A friendly amendment shall be in order if it is consented to by both the maker of the motion and the second. A motion to amend shall be debatable only as to amendment. A motion to amend an amendment shall be in order, but a motion to amend an amendment to an amendment shall not be in order. An amendment modifying the intention of a motion shall be in order, but an amendment relating to a different matter shall not be in order. Substitute motions are not allowed.</p>	<p>The handbook language is consistent with Robert's Rules, so no changes are recommended. Procedural or parliamentary issues should be handled on a case-by-case basis.</p>
<p>5. There are a couple references to Section 7 of Time Limitations (pages 33 and 37). This section does not appear to be in the document.</p>	<p><i>"Section 7" reference will be removed.</i></p>