

ORDINANCE NUMBER O- 15963 (New Series)

Adopted on MAY 9 1983

AN ORDINANCE AMENDING CHAPTER II, ARTICLE 2,
DIVISION 1 OF THE SAN DIEGO MUNICIPAL CODE BY
AMENDING SECTION 22.0101 RELATING TO THE
PERMANENT RULES OF THE CITY COUNCIL.

BE IT ORDAINED, by the Council of The City of San Diego, as follows:

Section 1. That Chapter II, Article 2, Division 1 of the San Diego Municipal Code be and the same is hereby amended by amending Section 22.0101 to read as follows:

SEC. 22.0101 PERMANENT RULES OF THE COUNCIL

RULE 1. HOURS OF MEETINGS

(a) The regular weekly meetings of the City Council shall be scheduled as follows:

Monday 2:00 p.m. - 5:30 p.m.

Tuesday 9:00 a.m. - 5:30 p.m.

Subsections (b) through (g) - no changes.

RULE 2. No change

RULE 3. PROCEDURE FOR COUNCIL MEETINGS

The order of business for Council meetings shall be as follows:

Monday Meeting at 2:00 p.m.

1. through 9. - no changes.

Tuesday Meeting at 9:00 a.m.

1. through 5. - no changes.

RULES 4 through 12 - no changes.

RULE 13. COMMITTEE APPOINTMENTS AND DUTIES
OF COMMITTEE MEMBERS

The City Council shall appoint the chairman of each committee with the exception that the Mayor shall serve as permanent chairman of the Rules Committee. These appointments shall be made at the same time the Deputy Mayor is selected. The Deputy Mayor shall serve as the permanent vice-chairman of the Rules Committee. The Council shall, at that same time, make appointments as Council representative or liaison to the various boards, committees and other organizations.

The Rules Committee shall appoint the membership of the other standing committees; provided, however, that the Chairman of each committee shall appoint, subject to Rules Committee confirmation, the vice-chairman of his or her respective committee, with the further proviso that the Mayor and Deputy Mayor shall serve as permanent voting members of the Rules Committee.

Vacancies that may occur from time to time on any of the standing committees shall be filled as provided hereinabove.

The term for each committee appointment shall be for one year, from the first Monday in December to the day preceding the first Monday of the following December and until a successor is duly appointed and confirmed.

The Budget Review Committee shall be composed of all members of the City Council; the Mayor shall serve as

chairman and the Deputy Mayor shall serve as vice-chairman.
(See Rule 23.)

The Committee of the Whole shall be composed of all members of the City Council; the Mayor shall serve as chairman and the Deputy Mayor shall serve as vice-chairman.
(See Rule 24.)

It is the duty of a Council member to attend every meeting of every committee of which he is a member and he is charged with fulfilling the responsibilities of such committees. The Council shall vacate the committee seat of any appointed committee member who is absent from eight (8) consecutive meetings or fifty percent (50%) of the scheduled committee meetings of a committee within a month unless the absence thereof is excused by resolution of the Council.

Neither Council nor committee business shall be impeded by the absence of a member as long as a quorum is present. Members absent from a Council or committee meeting shall be required to study and review applicable material and tapes.

On those matters where a full committee or Council vote is deemed necessary, all testimony shall be taken as expeditiously as possible with a quorum present. The actual vote will be taken by the full committee or Council after absent members have had sufficient time for review.

No member shall be excused from voting at a Council or committee meeting except on matters involving the

consideration of his own official conduct or in which his own personal interests are involved.

All members shall devote full time to matters directly connected with councilmanic business, unless excused by Council resolution.

RULE 14 - no change.

RULE 15. COMMITTEE STAFF

A committee consultant from the Committee Consultant Activity of the Councilmanic Administration Division shall be assigned to each standing committee to provide staff assistance to the committee. The Rules Committee Consultant shall be appointed by the Mayor and confirmed by the Rules Committee and at all times be subject to removal by three affirmative votes of the Rules Committee.

Committee Consultants to the other Standing Committees shall be appointed by the chairman of their respective committees, and be confirmed by a majority vote of the respective committee; provided, however, that such committee consultant may be removed by three affirmative votes of the respective committee. The committee consultant, in addition to the duties assigned to him by the committee, shall prepare an objective informational analysis addressing both policy and fiscal considerations of each resolution or ordinance that is referred to the committee, and such consultant analysis shall be attached to the resolution or ordinance when it is delivered to the Rules Committee for listing on the Adoption Agenda of the

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docket. All committee consultants shall cooperate fully to provide staff assistance to each standing committee during the authorized absence of any committee consultant.

RULE 16 - no change.

RULE 17. CONDUCT OF COMMITTEE BUSINESS

Except as otherwise provided in these rules, committee hearings shall be governed as follows:

Subsection a. through d. - no changes.

e. A resolution or ordinance shall be reported back to the Council only if the committee makes one of the following recommendations:

1. Introduce or introduce as amended (for ordinances); or

2. Adopt or adopt as amended (for resolution).

If the committee does report the resolution or ordinance back to the Council by making one of these recommendations, the committee may make the additional recommendation that the resolution or ordinance be listed as a consent item on the Adoption Agenda of the Council docket, and such recommendation shall cause the City Clerk to so list the resolution or ordinance. If the full committee votes favorably on the matter, the City Clerk shall automatically list it as a consent item, unless a noticed hearing by the City Council is required. (See Rule 30.)

Subsection f. through l. - no changes.

RULE 17.1 - no change.

RULE 18. COMMITTEE ON RULES, LEGISLATION
AND INTERGOVERNMENTAL RELATIONS

There is a Committee on Rules, Legislation and Intergovernmental Relations (herein referred to as "Rules Committee") composed of five (5) voting members consisting of the Mayor, the Deputy Mayor and the three (3) chairmen of the other standing committees. The Mayor shall be permanent chairman and the Deputy Mayor shall be vice-chairman.

The committee shall have the responsibility to make studies and recommendations designed to promote, improve and expedite the business of the Council and the various committees thereof and to propose amendments to existing rules necessary to accomplish such purposes.

The committee shall have the responsibility to review the status of local, state, federal or other grants, awards, gifts and endowments to the City, and to recommend to the Council action on acquiring or accepting future grants or awards, gifts and endowments.

The committee shall have the responsibility to render such reports as may be required to keep Council informed concerning appropriate recommendations and implementation of policy positions with respect to proposed state and federal legislation, to develop a proposed legislative program, and to recommend specific state or federal legislation.

The committee shall have the responsibility to direct the City Clerk in the preparation of the Council docket.

In fulfilling this responsibility, the committee shall insure that all resolutions and ordinances are:

1. Initiated in accordance with Rules 25, 26 and 27.
2. Prepared in accordance with Rule 28;
3. Delivered to the Rules Committee in accordance with Rule 29; and
4. Placed on the docket in accordance with Rule 30.

The committee shall have the responsibility to hold hearings on resolutions and ordinances assigned to it by its own action or by the City Council and to act upon them as soon as practicable and to report them back to the Council with or without amendments.

RULE 19. COMMITTEE ON TRANSPORTATION AND LAND USE

There is a Committee on Transportation and Land Use composed of five (5) voting members consisting of five (5) Council members appointed in accordance with the provisions of Rule 13.

The committee shall have the responsibility, if requested by the Council, to ascertain facts and to annually make recommendations to the Budget Review Committee concerning that portion of the City's operating and capital budget pertaining to Transportation and Land Use as may be assigned pursuant to Rule 22.

The committee shall have the responsibility to ascertain facts and to make recommendations to the Council concerning that portion of the City's operations pertaining

to Transportation and Land Use as may be assigned pursuant to Rule 22.

The committee shall have the responsibility to hold hearings on resolutions and ordinances assigned to it by the Rules Committee or City Council and to act upon them as soon as practicable and to report them back to the Council with or without amendments.

RULE 20. COMMITTEE ON PUBLIC FACILITIES
AND RECREATION

There is a Committee on Public Facilities and Recreation composed of five (5) voting members consisting of five (5) Council members appointed in accordance with the provisions of Rule 13.

The committee shall have the responsibility, if requested by the Council, to ascertain facts and to annually make recommendations to the Budget Review Committee concerning that portion of the City's operating and capital budget pertaining to Public Facilities and Recreation as may be assigned pursuant to Rule 22.

The committee shall have the responsibility to ascertain facts and to make recommendations to the Council concerning that portion of the City's operations pertaining to Public Facilities and Recreation as may be assigned pursuant to Rule 22.

The committee shall have the responsibility to hold hearings on resolutions and ordinances assigned to it by the Rules Committee or City Council and to act upon them as soon as practicable and to report them back to the Council with or without amendments.

RULE 21. COMMITTEE ON PUBLIC SERVICES
AND SAFETY

There is a Committee on Public Services and Safety composed of five (5) voting members consisting of five (5) Council members appointed in accordance with the provisions of Rule 13.

The committee shall have the responsibility, if requested by the Council, to ascertain facts and to annually make recommendations to the Budget Review Committee concerning that portion of the City's operating and capital budget pertaining to Public Services and Safety as may be assigned pursuant to Rule 22.

The committee shall have the responsibility to ascertain facts and to make recommendations to the Council concerning that portion of the City's operations pertaining to Public Services and Safety as may be assigned pursuant to Rule 22.

The committee shall have the responsibility to hold hearings on resolutions and ordinances assigned to it by the Rules Committee or City Council and to act upon them as soon as practicable and to report them back to the Council with or without amendments.

RULE 22. DIVISION OF CITY BUDGET
AND OPERATIONS

Matters to be considered by the several standing committees shall be assigned by the Committee on Rules, Legislation and Intergovernmental Relations in keeping with the general areas of responsibility and the workload of each committee.

RULES 23 through 29 - no changes.

RULE 30. PREPARATION OF THE COUNCIL DOCKET

Only those resolutions or ordinances that have been prepared and delivered in accordance with Rules 28 and 29 shall be listed on the docket.

Each resolution or ordinance so prepared and so delivered shall be reviewed and shall be assigned to one of the categories enumerated below:

1. Adoption Agenda
 - a. Consent Items
 - b. Noticed Hearings
 - c. Other Ordinances and Resolutions
2. Referral Agenda

Each item on a noticed hearing must be assigned to the Noticed Hearing portion of the Adoption Agenda and cannot be referred to a committee.

Each ordinance or resolution that is reported out of committee in accordance with Rule 17 must be assigned to the Adoption Agenda and cannot be referred to a committee.

In assigning every other ordinance or resolution to one of these categories, preference should be given to listing purchasing items and routine business resolutions on the Adoption Agenda, and usually as Consent Items on the Adoption Agenda.

Any item considered in committee and reported out with five (5) affirmative votes shall be placed on the consent agenda except those items for which a noticed hearing is required.

In assigning every other ordinance or resolution to one of these categories, preference should be given to referring the item to a standing committee or the Committee of the Whole when it would do any of the following: (1) support or oppose state or federal legislation; (2) result in a substantial expenditure of City money; (3) result in a substantial loss of revenue to the City; (4) result in a substantial reduction of expenditures of City money by reducing, transferring or eliminating any existing responsibilities of the City; (5) appropriate money, or (6) add to, modify or abolish existing City policy.

The docket prepared as above and any items under Special Order of Business, together with all resolutions and ordinances prepared in accordance with Rule 28 and delivered in accordance with Rule 29, shall be delivered to the City Clerk by 10:00 a.m. each Friday for listing on the docket of the regular meeting or meetings of the City Council to be held during the week following the next succeeding week and the Clerk shall so list the items. Additionally, any item may be set for a time certain hearing.

The City Clerk shall arrange the docket in proper printed format and cause the docket to be prepared and distributed for public notice by 10:00 a.m. each Wednesday preceding the regular meetings of the full City Council to be held the following week.

Notwithstanding the above provisions, there may be listed on the Adoption Agenda of the Council docket an

ordinance or resolution that has been initiated in accordance with Rules 25, 26 and 27, but which has not been prepared and delivered in accordance with Rules 28 and 29, if the City Attorney certifies in writing to the Rules Committee that an ordinance or resolution will be prepared and delivered by the City Attorney to the Council prior to the time the item is considered on the Adoption Agenda of the Council docket.

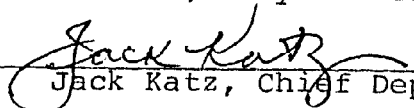
Notwithstanding the above provisions, the Council, at a regular meeting, or the Rules Committee may direct the City Clerk to list a resolution or ordinance on a supplemental docket for a regular Council meeting if the City Attorney certifies to the City Clerk that an ordinance or resolution has been prepared or will be prepared and delivered to the City Council prior to the time the item is considered at the regular Council meeting.

All docket preparation functions in these rules assigned to the Rules Committee shall be construed to be assigned to the Rules Committee Chairman.

RULES 31 through 34 - no changes.

Section 2. That this ordinance shall take effective and be in force on the thirtieth day from and after its passage.

APPROVED: JOHN W. WITT, City Attorney

By 
Jack Katz, Chief Deputy

JK:smm
4/22/83
Or.Dept.:Rules
O-83-220
Form=o.none

Passed and adopted by the Council of The City of San Diego on
by the following vote:

MAY 9 1983

| Councilmen | Yeas | Nays | Not Present | Ineligible |
|-----------------|-------------------------------------|-------------------------------------|--------------------------|--------------------------|
| Bill Mitchell | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Bill Cleator | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Gloria McColl | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| William Jones | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Ed Struiksma | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Mike Gotch | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Dick Murphy | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Uvaldo Martinez | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Mayor | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

VACANT

AUTHENTICATED BY:

BILL CLEATOR
Deputy Mayor of The City of San Diego, California.

CHARLES G. ABDELNOUR
City Clerk of The City of San Diego, California.

(Seal)

By *June A. Blackwell*, Deputy.

I HEREBY CERTIFY that the foregoing ordinance was not finally passed until twelve calendar days had elapsed between the day of its introduction and the day of its final passage, to wit, on

APR 25 1983

MAY 9 1983

, and on

~~I FURTHER CERTIFY that said ordinance was read in full prior to its final passage.~~

I FURTHER CERTIFY that the reading of said ordinance in full was dispensed with by a vote of not less than a majority of the members elected to the Council, and that there was available for the consideration of each member of the Council and the public prior to the day of its passage a written or printed copy of said ordinance.

CHARLES G. ABDELNOUR
City Clerk of The City of San Diego, California.

(Seal)

By *June A. Blackwell*, Deputy.

Office of the City Clerk, San Diego, California

Ordinance Number 0-15963 Adopted MAY 9 1983

CERTIFICATE OF PUBLICATION

CITY OF SAN DIEGO
202 C St., Twelfth Floor
San Diego, CA 92101

IN THE MATTER OF

NO.

ORDINANCE NUMBER O-15963

**ORDINANCE NUMBER O-15963
(New Series)**

AN ORDINANCE AMENDING CHAPTER II, ARTICLE 2, DIVISION 1 OF THE SAN DIEGO MUNICIPAL CODE BY AMENDING SECTION 22.0101 RELATING TO THE PERMANENT RULES OF THE CITY COUNCIL.

This ordinance amends the San Diego Municipal Code by amending Section 22.0101 relating to the Permanent Rules of the City Council by changing the time of commencement of meetings on Tuesdays and amending the procedures of and responsibility for appointments to the standing committees of the City Council. The ordinance further provides appointment procedures and responsibility for committee consultants. Finally, the ordinance provides guidance to the City Clerk concerning placement of Committee referred items to the consent agenda. Amended are Rules 1, 3, 13, 15, 17, 18, 19, 20, 21, 22 and 30.

A complete copy of the ordinance is available for inspection in the Office of the City Clerk of the City of San Diego, 12th Floor, City Administration Building, 202 "C" Street, San Diego, CA 92101.

Introduced on APRIL 25 1983.

Passed and adopted by the Council of The City of San Diego on MAY 9, 1983.

AUTHENTICATED BY:
BILL CLEATOR Deputy Mayor of The City of San Diego, California.

CHARLES G. ABDELNOUR, City Clerk of The City of San Diego, California.

(SEAL)
By JUNE A. BLACKNELL, Deputy.
Publish May 23, 1983

60-5452

I, Charlene Land, am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am the principal clerk of the San Diego Daily Transcript, a newspaper of general circulation, printed and published daily, except Saturdays and Sundays, in the City of San Diego, County of San Diego, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of San Diego, State of California, under the date of January 23, 1909, Decree No. 14894; and the

ORDINANCE NUMBER O-15963

is a true and correct copy of which the annexed is a printed copy and was published in said newspaper on the following date(s), to wit:

May 23, 1983

I certify under penalty of perjury that the foregoing is true and correct.

Dated at San Diego, California this 23rd day of May, 19 83.

Charlene Land

(Signature)

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