

(R-92-1225 REV.)

RESOLUTION NUMBER R-279476

ADOPTED ON FEBRUARY 25, 1992

WHEREAS, section 22.0101 of the San Diego Municipal Code, as amended, establishes permanent rules of procedure governing the operation of the Council; and

WHEREAS, Rule 31 of said section permits temporary rules to be established which may supersede permanent rules for the period specified in the temporary rule; and

WHEREAS, the Council desires to make changes in the committees established pursuant to Rule 10 to give the Council and the public an improved system that may be evaluated over the course of one (1) legislative year; NOW, THEREFORE,

BE IT RESOLVED, by the Council of The City of San Diego, that pursuant to San Diego Municipal Code section 22.0101, Rule 31, entitled "Temporary Rules" there are hereby established Temporary Rules of the Council to read as included in Attachment A which shall be in full force and effect until December 7, 1992 unless made permanent by enactment of an ordinance.

BE IT FURTHER RESOLVED, that these Temporary Rules supersede the Permanent Rules of the Council established by section 22.0101 of the San Diego Municipal Code until December 7, 1992 unless made permanent by enactment of an ordinance.

BE IT FURTHER RESOLVED, that the Committee chairs are requested to include Public Comment at the beginning of the Standing and Focus Committees' dockets.

BE IT FURTHER RESOLVED, that these temporary rules shall be reviewed by the City Council in four months.

APPROVED: JOHN W. WITT, City Attorney

By Stuart H. Swett
Stuart H. Swett
Senior Chief Deputy

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Temporary Rules of the Council

Rule T1. 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.

(b) A single docket covering the regular Council meetings each week shall be published.

(c) The time of a meeting may be extended by the Chair or by two-thirds (2/3) vote of the members of the Council beyond the time specified above should additional matters remain on the Council docket.

(d) Regular Council meetings shall be held in the Council Chambers of the City Administration Building, Community Concourse, in the City of San Diego, California. In addition thereto, the Council shall also hold regularly scheduled night Council meetings in various community facilities throughout The City of San Diego rather than in the City Administration Building. Such night Council meetings will be scheduled at least once quarterly during each twelve-month period, with the specific date, time and location of each meeting to be established by resolution of the Council. In the event a regular meeting shall fall on a legal holiday, the Meeting may be held on the next business day.

(e) The Council may by resolution, when necessary, change the time and place of the regular meeting. The resolution shall set forth the circumstances necessitating such change. Such resolution shall be published once in the City official newspaper at least twenty-four (24) hours prior to the meeting to be held pursuant to such change. Twenty-four hours prior to the meeting to be held pursuant to such change, the City Clerk shall give each Councilmember written notice, personally or by registered mail, of any change from the regular meeting days established by this

section.

(f) A special meeting may be called at any time by the Mayor or by a majority of the members of the Council by delivering personally or by mail written notice to each member of the Council and to each local newspaper of general circulation, radio or television station requesting notice in writing. Such notice must be delivered personally or by mail at least twenty- four (24) hours before the time of such meeting as specified in the notice. The call and notice shall specify the time and place of the special meeting and the business to be transacted. No other business shall be considered at such meetings by the Council. Such written notice may be dispensed with as to any member who at or prior to the time the meeting convenes files with the City Clerk a written waiver of notice. Such waiver may be given by telegram. Such written notice may also be dispensed with as to any member who is actually present at the meeting at the time it convenes.

(g) In the case of an emergency situation involving matters upon which prompt action is necessary due to the disruption or threatened disruption of public facilities, the City Council may hold a special meeting without complying with the 24-hour notice requirement of this Rule. For purposes of this paragraph, "emergency situation" means any of the following: (1) Work stoppage or other activity which severely impairs public health, safety, or both, as determined by a majority of the members of the Council; (2) Crippling disaster which severely impairs public health, safety, or both, as determined by a majority of the members of the Council. However, each local newspaper of general circulation and radio or television station which has requested notice of special meetings pursuant to this Rule shall be notified by the Mayor, or designee, one hour prior to the special meeting by telephone. The Mayor, or designee, shall exhaust all telephone numbers provided in the most recent request of such newspaper or station for notification of special meetings. In the event that telephone services are not functioning, the notice requirements of this paragraph shall be deemed waived, and the City Council, or designee thereof, shall notify such newspapers, radio stations, or television stations of the fact of the holding of the special meeting, the purpose of the meeting, and any action taken at the meeting as soon after the meeting as possible. The City Council shall not meet in closed session during a

meeting called pursuant to this paragraph. All special meeting requirements as prescribed in this Rule shall be applicable to a meeting called pursuant to this paragraph, with the exception of the 24-hour notice requirement. The minutes of a meeting called pursuant to this paragraph, a list of persons who the Mayor, or designee, notified or attempted to notify, a copy of the roll call vote, and any actions taken at such meeting shall be posted for a minimum of ten (10) days in a public place as soon after the meeting as possible.

Rule T2. Parliamentary Procedure

In all cases not provided by these Rules as by statute or other ordinance or resolution, the authority shall be Robert's Rules of Order Newly Revised. Robert's Rules, notwithstanding, a motion for reconsideration of any matter must be entertained on the same day as the matter is docketed from Council action. All requests for reconsideration made later than the same day the matter was acted upon must be processed and re-docketed by the Clerk under Special Order of Business/Matters of Reconsideration. See Rule T4.-

Rule T3. Procedure for Council Meetings

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

Monday Meeting at 2:00 p.m.

1. Roll Call
2. Invocation and Pledge of Allegiance
3. Public Comment (limited to three (3) minutes - see Rule T8)
4. Special Orders of Business
5. Requests for Continuances
6. Communications (See Rule T5)
7. Adoption Agenda
 - (a) Consent Items
 - (b) Committee Items
 - (c) Other Legislative Items

8. Public Notices

9. Non-docket items under Rule T30

10. Adjournment

Tuesday Meeting at 9:00 a.m.

1. Roll Call

2. Public Comment (limited to three (3) minutes - See Rule T8)

3. Requests for Continuance

4. Adoption Agenda

(a) Noticed Hearings (to be scheduled at various times throughout the day by the City Clerk based on the number of hearings and reasonable expectation of length) and Special Hearings

(b) Unfinished Business from Monday Meeting

5. Non-docket items under Rule T30

6. Adjournment

Rule T4. Special Order of Business

(a) Requests to have an item placed on the docket, under Special Order of Business may be initiated by any individual and must be submitted in writing to the Committee of the Whole. The Committee of the Whole shall review such requests so received and shall direct the City Clerk to list on the docket under Special Order of Business those items which are approved. The City Clerk must place on the docket under Special Order of Business the written request of a Council member to have the full Council vote on the question of causing a matter which has been "held in committee" (see Rule T17) to be placed on the Adoption Agenda of the Council docket. In addition, a Council member shall have the same privilege to cause the full Council to vote on whether or not a committee decision on any matter which has not been denied by all of the members of the committee should be set aside and the matter reheard by the entire Council as being one involving such wide community and public interest as requiring the attention of the Council

itself. Such privilege shall be exercised by a Council member within ten (10) days of the date of a committee's decision. A vote to hear the matter by the Council shall void any prior committee decision. The matter shall be considered de novo by the Council. A vote by the Council on a matter "held in committee" (see Rule T17), or one relating to a decision of a committee, shall not be subject to a motion to reconsider and the decision of the Council shall be final forthwith. Any matter approved for rehearing or consideration by the entire Council shall be placed on the Adoption Agenda of the Council docket in a timely manner. Discussion during meetings of the City Council of items listed on the docket as Special Order of Business shall be within the discretion of the chairperson. These items are not debatable.

(b) Notwithstanding any other provisions herein to the contrary and pursuant to Rule T2, any matter for which reconsideration is requested, at a date later than the day it was acted upon by the Council, may be considered by Council by directing a request therefor to the City Clerk, complying with the process set forth in Rule T2, appropriate notice thereof under Special Order of Business/Matters of Reconsideration, and the following:

1. If the matter is one to which Council Policy 000-6 applies, waiving the permanent rules of Council by a 2/3 vote of the Councilmembers. See Rule T32.-

2. Decision by a majority vote of the Council to reconsider the matter.

3. If approved from reconsideration by a majority vote, setting a date for a hearing on the matter.

Rule T5. Communications Requests to Council

Communications requests may be initiated by any individual and submitted to the Mayor by letter or on forms provided by the City Clerk. Requests must state the subject matter and the action which the writer wishes the Council to take. The Mayor shall review all communication requests so received and shall direct the City Clerk to list on the Council docket, under

Communications, those items deemed to be proper areas of discussion or action by the City Council. When a Communications item is listed on the docket, it is not debatable and must be either referred to an appropriate committee or other public agency, or filed. Referral to a committee may include direction to staff to prepare a report or to develop relevant information for consideration by the committee to which referral is made. When directed to be in writing, such reports shall be in the form of a memorandum to the appropriate committee.

Rule T6. Adoption Agenda

The Adoption Agenda shall consist of noticed hearings and ordinances and resolutions placed on the docket for action by the Council.

The City Clerk shall identify consent items upon the docket. Any Councilmember or member of the audience may remove any item from the Consent Items portion of the Adoption Agenda by notifying the chairperson of his or her desire to do so.

The Noticed Hearings portion of the Adoption Agenda shall consist of hearings upon matters that concern specific land usages, other individual property rights or other legislative action which, by law, require individual noticed hearings.

Consent items shall be those ordinances and resolutions for which the law does not require a noticed hearing and which have been recommended by a standing or focus committee referring the items to docket to be disposed of by a single motion as a timesaving device as being sufficiently routine or non-controversial or as having had sufficient prior public discussion.

Rule T7. Referral to Committee

Except as otherwise provided in these rules, the Mayor shall have the authority to assign a resolution or an ordinance to a standing committee for further study and consideration, or to the Committee of the Whole, or to direct the City Clerk to place the resolution or ordinance directly on the Council docket for adoption. The Mayor shall place directly on the Council agenda, prior

to assignment to any committee, any matter so requested in writing by four (4) members of the Council. Such a matter shall be docketed for hearing at a regularly scheduled meeting of the Council within thirty (30) days thereafter. However, any matter which has been placed directly on the Council docket without first having been heard by a committee of the City Council must be referred to the appropriate committee for a hearing when so requested by three (3) members of the committee or the committee chairperson having jurisdiction over the matter. The matter shall be scheduled for hearing at a regularly scheduled meeting of the committee within thirty (30) days thereafter. Any matter shall be placed on the appropriate committee agenda upon the written request of three (3) members of that committee within thirty (30) days thereafter.

Rule T8. Public Comment

a. Every agenda for a regular Council meeting shall provide a period on the agenda for members of the public to address the Council on items of interest to the public that are not on the agenda but are within the jurisdiction of the Council.

b. Notwithstanding the above, no speaker shall be heard on any item that has already been considered by a Council Committee where members of the public were permitted to be heard on the item unless the Council determines by majority vote that the item has substantially changed since committee consideration.

c. Speakers shall be limited to three (3) minutes each and comments shall be limited to three (3) minutes per subject regardless of the number of people in attendance. Anyone desiring to speak shall reserve time at the meeting by filing a written request with the Clerk. Speakers will be called in the order reserved within the available time.

d. Each person desiring to address the Council shall approach the podium, state his/her name and address for the record, state the subject he/she wishes to discuss, and state who he/she is representing if

he/she represents an organization or other persons. All remarks shall be addressed to the Council as a whole and not to any member thereof. The presiding officer shall not permit any communication, oral or written, to be made or read where it does not bear on something of interest to the public which is within the subject matter jurisdiction of the Council.

e. No discussion or action on any matter of public comment shall be permitted. Any matter properly raised under this rule may, if appropriate, be referred by the Chair to the appropriate person for appropriate action.

Rule T8.1. Public Conduct

Notwithstanding any other provision of law, no person shall cause any disruption of these proceedings by loud, offensive, boisterous or tumultuous conduct.

Rule T9. Procedure for Debate

The following procedure shall be used in debating any resolution or ordinance:

A. Items Initiated by an individual:

1. Motion and second.

2. Brief opening statement by the proponent Initiator explaining and advocating the item (maximum of five (5) minutes).

3. Staff report, if any, by the appropriate staff members and relevant questions thereon by Council members limited to five (5) minutes with the right of any other member to yield all or a portion of such member's time.

4. Testimony by members of the public who support the item (maximum of fifteen (15) minutes total for all proponents).

5. Testimony by members of the public who oppose the item (maximum of fifteen (15) minutes total for all opponents).

6. Discussion by Councilmembers. The order of recognition of Councilmembers desiring to speak shall be determined by the

chairperson in accordance with the recognition light panel. Each Councilmember shall be allowed the opportunity to speak and shall be limited to a maximum of three (3) minutes.

7. Brief closing statement by the proponent Initiator (maximum of five (5) minutes).

B. Items Initiated by a Committee:

1. Motion and second.

2. Brief opening statement by the committee chairperson or his/her designee explaining and/or advocating the item (maximum of five (5) minutes).

3. Staff report, if any, by the appropriate staff members and relevant questions thereon by Council members, limited to five (5) minutes with the right of any other member to yield all or a portion of such member's time.

4. Testimony by members of the public who support the item (maximum of fifteen (15) minutes total for all proponents).

5. Testimony by members of the public who oppose the item (maximum of fifteen (15) minutes total for all opponents).

6. Discussion by Council members. The order of recognition of Council members desiring to speak shall be determined by the chairperson in accordance with the recognition light panel. Each Council member shall be allowed the opportunity to speak and shall be limited to a maximum of three (3) minutes.

Rule T10. Standing Committees Created

Three standing committees of the City Council are hereby created as follows:

1. Committee on Transportation, Planning and Environment (See Rule T19);

2. Committee on Public Facilities and Recreation (See Rule T20); and

3. Committee on Public Services and Safety
(See Rule T21).

Rule T10.1 Focus Committees

The City Council, by resolution, is authorized to create Focus Committees to examine a single issue, implement a specific program and/or oversee a complex project. Focus Committees shall consist of a minimum of three members with a designated chairperson and should meet at least once per month. Pursuant to Council Policy 000-16, Focus Committees shall follow the provisions of the Ralph M. Brown Act with full public notice of meeting dates and agenda items. Focus Committees shall be staffed only from the chairperson's Council office and shall be subject to a sunset in no more than eighteen (18) months. Focus Committees can docket items in the same manner as standing committees.

Rule T11. Committee Rules

Except as provided in Rule T2, these temporary Rules of the Council shall govern the conduct of all committee meetings. Each committee may adopt, by a majority vote of its entire membership, such additional rules, not in conflict with these temporary Rules of the Council, as it may deem necessary for the conduct of committee business.

Rule T12. Committee Meetings

Each committee shall meet at a time and place provided by schedule unless otherwise ordered by the Council.

The Committee of the Whole shall establish such schedules for regular meetings of the committees as will permit a full attendance of their members without conflict of committee engagements. Such schedules shall be adopted by Council resolution.

The chairperson, or a majority of the committee, may call a special meeting of the committee by giving appropriate notice, with a copy to each member of the Council personally or in writing twenty-four (24) hours prior to the meeting, specifying the purpose of the meeting, the time and place thereof, and the matters to be considered at such special meeting. No matter shall be considered at such special meeting other than that specified in the notice.

Every committee meeting of each standing committee, focus committee and the Committee of the Whole shall be open to the public except as otherwise provided for by state law and conform to the notice, posting, public comment and public conduct provisions as provided by these rules.

Rule T13. Committee Appointments and Duties of Committee

The City Council shall appoint the chairperson, vice chairperson and members of each committee. The Vice Chairperson shall succeed the Chairperson the following year. These appointments shall be made at the same time the Deputy Mayor is selected. The Council shall, at that same time, make appointments of Council representatives or liaison to the various boards, committees and other organizations.

When, and so long as, any standing committee lacks sufficient members present to constitute a quorum for conducting business, the Mayor shall be authorized and empowered to act as a voting member to that standing 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 Committee of the Whole shall be composed of all members of the City Council; the Mayor shall serve as chairperson and the Deputy Mayor shall serve as vice-chairperson. (See Rule T24.)

It is the duty of each Council member to attend every meeting of every committee of which he or she is a member and he or she 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 four (4) consecutive scheduled committee meetings of a committee 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 before voting thereafter on any such matters.

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 of applicable material and tapes.

No member shall be excused from voting at a Council or committee meeting except on matters involving the consideration of his or her own official conduct or in which his or her own personal interests are involved.

Rule T14. Time Established for First Committee-Hearing

The first standing committee hearing on any resolution or ordinance shall be scheduled for hearing at a regularly scheduled meeting of the committee within thirty (30) days of referral to the committee.

Rule T15. Committee Staff

A committee consultant from the Committee Consultant Activity of the Legislative Services Department shall be assigned to each standing committee other than the Committee of the Whole to provide staff assistance to the committee. A committee consultant shall be assigned to the Committee of the Whole from the office of the Mayor. All committee consultants shall be subject to appointment and removal by the chairpersons of their respective committees. Committee consultants, in addition to the duties assigned to them by the committee, shall, when directed by the committee chairperson, prepare an objective informational analysis addressing both the policy and fiscal considerations of any matter that is reviewed by the committee. Such consultant analysis shall be attached to the resolution or ordinance when it is delivered to the Committee of the Whole for listing on the Adoption Agenda of the docket. All committee consultants shall cooperate fully in providing staff assistance to each standing committee during the authorized absence of any committee consultant.

Rule T16. Fiscal Impact Determined

Before acting on any matter referred to it, a standing committee shall, through its consultant, make inquiry of the City Manager or appropriate department to determine the fiscal impact of the proposal, and those contacted by the committee consultant shall cooperate fully in providing the information required by the committee.

Rule T17. Conduct of Standing Committee Business

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

a. The chairperson shall preside at all meetings of the committee. Whenever the chairperson is absent, the vice- chairperson shall preside.

b. The chairperson shall direct the order of presentation of the arguments for and against matters for consideration by the committee, and shall permit questions to be asked by the various members of the committee in an orderly fashion and in keeping with proper decorum.

c. A majority of the membership of the committee shall constitute a quorum for the transaction of business, including the decision to recommend the adoption of any amendments to a resolution or ordinance. A committee may not conduct business absent a quorum and, if properly convened, must terminate committee proceedings upon the loss of a quorum. The committee chair may, under such conditions, continue all remaining matters to the next scheduled committee meeting. A majority of all members constituting the committee, however, shall be required to report a resolution or ordinance, or any matter properly before it, out of committee.

d. The date for the first committee hearing on any matter shall be set as provided for in Rules T7 and T14. The committee chairperson shall set the date for any continued hearings and shall arrange the agenda for committee meetings. An agenda for each committee meeting shall be delivered by the committee chairperson or designee to the City Clerk at a time sufficiently in advance for the purpose of public notice at least seventy-two (72) hours prior to the committee meeting.

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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 resolutions). 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 or the Clerk is otherwise directed by the chairperson of the committee. (See Rule T30.)

3. Forward to the Council with no Committee recommendation.

f. A resolution or ordinance shall be deemed "held in committee" if the committee has not reported the resolution or ordinance back to the Council within thirty (30) days of the first scheduled committee hearing on the item, unless continuances of the item for greater than this 30-day period are made with the concurrence of the initiator of the item. The Council can, by majority vote, cause a resolution or ordinance which has been "held in committee" to be placed on the Adoption Agenda of the Council docket in accordance with the provision of Rule T4.

g. If the committee recommends that an ordinance be introduced as amended or that a resolution be adopted as amended, the City Attorney shall cause the amendments to be shown by interlineation and shall, if necessary, prepare an amended digest, attach it to the amended resolution or ordinance, and deliver both to the committee chairperson. The committee chairperson shall cause the resolution or ordinance, with attached digest, to be delivered to the Committee of the Whole for listing on the docket of the regular Council meetings. The City Clerk must list items so delivered to it on the Adoption Agenda.

h. The City Clerk or his designee shall keep a complete record of the meetings and actions

taken by the committee.

i. When the committee takes action on a resolution or ordinance, the vote shall be by roll call vote only. All roll call votes shall be recorded by the City Clerk and shall appear thereafter on the Council docket in explanation of the item whenever the item appears on the Council docket.

j. On the next business day following each meeting of a standing committee, the chairperson of the standing committee shall notify the Council of the roll call votes on all actions taken at the standing committee meeting.

k. No action shall be taken on any measure outside of a duly constituted committee meeting.

l. The City Manager, the City Attorney, and independent department heads, or their designees, may attend all committee meetings but shall have no vote therein. The Manager, the Attorney, and independent department heads, or their designees, shall have the right to take part in discussions on matters properly before a committee relating to their respective offices, and may participate in discussions in such committee meetings when requested to do so by a member of the committee.

Rule T17.1 Special Rule with Respect to Appeals to Committees

Various sections of the San Diego Municipal Code provide for appeals to the Committees of the Council established by these Rules. Upon a decision being rendered on appeal, the chairperson of the committee shall advise all interested persons of the provisions of Rule T4 hereof.

Rule T19. Committee on Transportation, Planning and Environment

There is a Committee on Transportation, Planning and Environment composed of a minimum of four (4) voting members consisting of Councilmembers appointed in accordance with the provisions of Rule T13.

The committee shall have the responsibility, if requested by the Council, to ascertain facts and to annually make recommendations to the Committee of the Whole concerning that portion of the City's operating and capital budget pertaining to Transportation, Planning and Environment and

may be assigned pursuant to Rule T22.

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, Planning and Environment as may be assigned pursuant to Rule T22 and to include the specific subject areas of:

- Wetlands
- Sensitive Resources
- Land Use
- Transportation Planning
- Zoning Code Update
- Urban Form
- Open Space
- San Dieguito River Park

The committee shall also have the responsibility to hold hearings on matters referred to it and to act upon them as soon as practicable.

Rule T20. Committee on Public Facilities and Recreation

There is a Committee on Public Facilities and Recreation composed of a minimum of four (4) voting members consisting of Council members appointed in accordance with the provisions of Rule T13.

The committee shall have the responsibility, if requested by the Council, to ascertain facts and to annually make recommendations to the Committee of the Whole concerning that portion of the City's operating and capital budget pertaining to Public Facilities and Recreation as may be assigned pursuant to Rule T22.

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 T22 and to include the specific subject areas of:

- Waste Management
 - Landfills
 - Recycling
- Parks
- City Property
- Libraries
- Streets

Clean Water Program
Water Utilities
General Aviation

The committee shall also have the responsibility to hold hearings on matters referred to it and to act upon them as soon as practicable.

Rule T21. Committee on Public Services and Safety

There is a Committee on Public Services and Safety composed of a minimum of four (4) voting members consisting of Council members appointed in accordance with the provisions of Rule T13.

The committee shall have the responsibility, if requested by the Council, to ascertain facts and to annually make recommendations to the Committee of the Whole concerning that portion of the City's operating and capital budget pertaining to Public Services and Safety as may be assigned pursuant to Rule T22.

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 T22 and to include the specific subject areas of:

Police
Jail
Fire
Code Enforcement
Health
Community Services
Franchises

The committee shall also have the responsibility to hold hearings on matters referred to it and to act upon them as soon as practicable.

Rule T22. Assignment of Matters to Committee

Matters to be considered by the several standing committees shall be assigned by the Committee of the Whole in keeping with the general areas of responsibility and the workload of each committee.

Rule T24. Committee of the Whole Created

There is hereby created a special Committee of the Whole composed of all members of the City Council. The Mayor shall serve as chairperson and the Deputy Mayor shall serve as vice- chairperson.

This special committee shall have the responsibility to analyze, study and evaluate a proposed resolution or ordinance, or to hold fact finding hearings, on any subject concerning City government that is beyond the scope of responsibility of any one standing committee or is adjudged to be more properly a concern of the entire Council including, but not limited to, the specific subject areas of:

CDBG
TOT
City Budget
Legislation
Transnet
Rules of the Council
Goals/Objectives Setting for Council
Committees
Central Library
International Airport

This special committee shall also have the responsibility to analyze, study and evaluate the estimates of required expenditures proposed for inclusion in the Annual Appropriation Ordinance. The committee shall have the further responsibility of reviewing and evaluating the tentative Capital Improvements Program.

Annual budget review meetings shall be set in accordance with California Government Code, Section 54954, during the ten (10) weeks immediately preceding the introduction of the Annual Appropriation Ordinance subject to the provisions of Council Policy No. 000-02. The Committee of the Whole shall review any budget recommendations of the various standing committees of the Council.

Proposals relating to revenue and taxation shall be referred to the Committee of the Whole.

Proposals for City action in cooperation with other local government entities including any actions to be taken on a regional basis, shall be referred to the Committee of the Whole.

The Mayor, or in his or her absence, the Deputy Mayor, or in the absence of both, the immediate past Deputy Mayor may call a special meeting of the Committee of the Whole in accordance with the provisions of Government Code section 54956.

Matters may be set for a hearing of the Committee of the Whole upon a motion adopted by the City Council at a regular meeting.

Rule T25. Initiation of Resolutions and Ordinances by Council Members

Except as otherwise provided for by the City Charter, by these Rules, by other ordinances or by state law, only a member of the City Council can initiate a resolution or ordinance by Request for Council Action (form 1472).

Rule T26. Initiation of Resolutions and Ordinances by Committees

Any committee may initiate a resolution or ordinance germane to any subject within the proper consideration of such committee in the same manner as an individual Council member. All matters shall be listed on the Council docket within sixty (60) days after initiation.

Rule T27. Initiation of Resolutions and Ordinances by the City Attorney, the City Manager or Other Independent Department Heads

Requests for Council action may be initiated by the City Attorney or City Manager, or any other independent department head for any matter that is germane to his or her official duties as prescribed by law. Resolutions or ordinances drafted in accordance with such requests shall be assigned by the Committee of the Whole to the Adoption Agenda or referred to committee in the same way as all other resolutions or ordinances.

Any resolution or ordinance on which action of the Council is mandatory under any federal, state or local law shall be placed on the Adoption Agenda by the City Clerk. Such matters include but are not limited to the following:

- a. Request for a change in zoning;
- b. Request for approval of a final map;
- c. An appeal from any administrative or

quasi-judicial decision as permitted under the Charter, state law or ordinance of the City; and

d. Any noticed hearing such as is involved in 1911 or 1913 Act proceedings.

Such resolution or ordinance shall be prepared and delivered by the City Attorney in accordance with Rule T28.

Rule T28. Preparation of Resolution or Ordinance

Upon receiving a Request for Council Action (form 1472) initiated in accordance with Rules T25, T26 and T27, the City Attorney shall prepare a resolution or ordinance as requested and shall affix a City Attorney control number thereto for purposes of identification of the document. The City Attorney shall also prepare a digest showing any changes in the existing law which are proposed by the resolution or ordinance. The City Attorney shall then cause the completed document, with digest attached, to be delivered to the official who originated the form 1472. If more than one official signed the form 1472, he shall cause the completed document, with digest attached, to be delivered to the first signatory.

It will be the responsibility of the originating official to ensure the completeness of documentation accompanying the resolution or ordinance.

Rule T29. Delivery of Resolution or Ordinance to Committee of the Whole

The official who originated the form 1472 shall cause the resolution or ordinance, with attached digest, and any other supporting materials, prepared in accordance with Rule T28, to be delivered to the Committee of the Whole no later than 10:00 a.m. on Wednesday for listing on the docket of the regular Council meetings to be held during the week following the next succeeding week or, at the discretion of the Committee of the Whole, the week thereafter.

Ordinances or resolutions that are reported out of committee in accordance with Rule T17 shall be delivered to the Committee of the Whole by the committee chairperson by 10:00 a.m. on Wednesday for listing on the docket of the regular Council meetings to be held during the week following the next succeeding week or, at the discretion of the Committee of the Whole, the week thereafter.

Rule T30. Preparation of the Council Docket

Only those resolutions or ordinances that have been prepared and delivered in accordance with Rules T28 and T29 shall be listed on the docket.

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

- a. Consent Items
- b. Noticed Hearings
- c. Other Ordinances and Resolutions

Each item on a noticed hearing must be assigned to the Noticed Hearing portion of the Adoption Agenda.

Each ordinance or resolution that is reported out of committee in accordance with Rule T17 must be assigned to the Adoption Agenda.

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 four (4) affirmative votes shall, unless otherwise specified by the chairperson, be placed on the consent agenda except those items for which a noticed hearing is required.

In assigning every other ordinance or resolution, 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 T28 and delivered in accordance with Rule T29, shall be delivered to the City Clerk by 2:00 p.m. each Wednesday 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 Council to be held the following week. All supplemental docket materials shall be delivered to the City Clerk by 2:00 p.m. each Wednesday and shall be posted by 2:00 p.m. each Friday preceding the regular meetings of the full 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 T25, T26 and T27, but which has not been prepared and delivered in accordance with Rules T28 and T29, if the City Attorney certifies in writing to the Committee of the Whole that an ordinance or resolution will be prepared and delivered by the City Attorney to the City Clerk 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, may direct the City Clerk to list a resolution or ordinance on a supplemental docket for the next 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 Clerk prior to the time the item is considered at the regular Council meeting.

The legislative authority of Councilmembers in regard to drafting documents to be considered by the Council shall be preserved and not limited; provided, however, that all resolutions, ordinances and other legal documents regarding and in support of matters listed on the Council docket for Council action shall be prepared in final form by the City Attorney and bear the City Attorney's signature or approval as to form and legality.

All docket preparation functions in these

rules assigned to the Committee of the Whole shall be construed to be assigned to the Committee of the Whole chairperson.

Rule T30.1 Posting, Notice and Items for Consideration

At least 72 hours before the regularly scheduled meetings of the City Council the City Clerk shall post the agenda for same containing a brief general description of each item of business to be transacted or discussed at the meeting. The agenda shall specify the time and location of the regular meeting and shall be posted in a location freely accessible to the public. No discussion or action shall be taken on any item not appearing on the posted agenda, except as otherwise provided in Rule T30.2.

Rule T30.2 Non-Docket Items

The Council may discuss or take action on items of business not appearing on the posted agenda under any of the following conditions pursuant to California Government Code section 54954.2-:

a. An item has been continued by the Council to a date certain from a properly posted agenda at a meeting held five days or less before the date action is taken on the item.

b. Upon a determination by a two-thirds vote of the Council, or if less than two-thirds of the members are present a unanimous vote of those present that the need to take action arose after the agenda was posted.

c. Upon a determination by a majority of the Council that an emergency exists as defined in Rule T1(g).

The originating official shall prepare a non-docket item form (Form CM-1557) to accompany the form 1472 and indicate thereon the reason for the request. The Council shall be required to first vote upon the matter of determining the validity of the circumstances giving rise to the request prior to discussion and action upon the item of business.

Rule T31. Temporary Rules

The Committee of the Whole may, at any time,

place on the Adoption Agenda of the docket a resolution establishing a temporary rule. Upon adoption by the Council, the temporary rule shall have the effect, for the time being, of a standing rule. If such temporary rule is in conflict with a permanent rule, it shall supersede such permanent rule only for the day on which it was adopted or for such greater period as may be specified in the temporary rule.

Rule T32. Suspension of Rules

Any permanent rule of the Council may be suspended temporarily by a vote of two-thirds (2/3) of the Council members, provided that such temporary suspension shall apply only to the matter under immediate consideration, and in no case shall it extend beyond an adjournment.

Rule T34. Existing Procedures Preserved

The following procedures of the City Council contained in the Council Policy Manual are and the same shall be continued in full force and effect:

No.	Title	Effective Date
000-06	Reconsideration of Closed Hearings	12-30-69
000-11	Appeals from Decision of the Police Chief Relative to Police Regulated Business	12-03-84
000-13	Procedure for Mayor and Council Appointments	04-25-83
000-15	Complaints Alleging Misconduct on the Part of a City Employee or Officer	01-11-73

SHS:smm
02/14/92
03/11/92 REV.
Or.Dept:Council/Clerk
Attachment A to R-92-1225
Form=r-t

New Language - Underlined
Old Language - Strikeout

Temporary Rules of the Council

Rule T1. Hours of Meetings.

No change in this section.

Rule T2. Parliamentary Procedure

No change in this section.

Rule T3. Procedure for Council Meetings

No change in this section.

Rule T4. Special Order of Business

(a) Requests to have an item placed on the docket, under Special Order of Business may be initiated by any individual and must be submitted in writing to the ~~Rules~~ Committee of the Whole. The ~~Rules~~ Committee of the Whole shall review such requests so received and shall direct the City Clerk to list on the docket under

Special Order of Business those items which are approved ~~it approves, by majority vote.~~

The City Clerk Rules Committee must place on the docket under Special Order of Business the written request of a Council member to have the full Council vote on the question of causing a matter which has been "held in committee" (see Rule T17) to be placed on the Adoption Agenda of the Council docket. In addition, a Council member shall have the same privilege to cause the full Council to vote on whether or not a committee decision on any matter which has not been denied by all of the ~~five~~ members of the committee should be set aside and the matter reheard by the entire Council as being one involving such wide community and public interest as requiring the attention of the Council itself. Such privilege shall be exercised by a Council member within ten (10) days of the date of a committee's decision. A vote to hear the matter by the Council shall void any prior committee decision. The matter shall be considered de novo by the Council. A vote by the Council on a matter "held in committee" (see Rule T17), or one relating to a decision of a committee, shall not be subject to a motion to reconsider and the

decision of the Council shall be final forthwith. Any matter approved for rehearing or consideration by the entire Council shall be placed on the Adoption Agenda of the Council docket in a timely manner.

Discussion during meetings of the City Council of items listed on the docket as Special Order of Business shall be within the discretion of the chairperson. These items are not debatable.

No change in subsection (b)1 through 3.

Rule T5. Communications Requests to Council

Communications requests may be initiated by any individual and submitted to the Mayor Rules Committee chairperson, by letter or on forms provided by the City Clerk. Requests must state the subject matter and the action which the writer wishes the Council to take. The Mayor Rules Committee shall review all communication requests so received and shall direct the City Clerk to list on the Council docket, under Communications, those items deemed ~~which it deems~~, by majority vote, to be proper areas of discussion or action by the City Council. When a Communications item is

ted on the docket, it is not debatable and must either referred to an appropriate committee or other public agency, or filed. Referral to a committee may include direction to staff to prepare a report or to develop relevant information for consideration by the committee to which referral is made. When directed to be in writing, such reports shall be in the form of a memorandum to the appropriate committee.

Rule T6. Adoption Agenda

No change in the first three paragraphs.

Consent items shall be those ordinances and resolutions for which the law does not require a noticed hearing and which have been recommended by ~~the Rules Committee or other a~~ standing or focus committee referring the items to docket to be disposed of by a single motion as a timesaving device as being sufficiently routine or non-controversial or as having had sufficient prior public discussion.

Rule T7. Referral to Committee

Except as otherwise provided in these

rules, the ~~Rules Committee~~ Mayor shall have the authority to assign a resolution or an ordinance to a standing committee for further study and consideration, or to the Committee of the Whole, or to direct the City Clerk to place the resolution or ordinance directly on the Council docket for adoption. The ~~Rules Committee~~ Mayor shall place directly on the Council agenda, prior to assignment to any committee, any matter so requested in writing by four (4) members of the Council. Such a matter shall be docketed for hearing at a regularly scheduled meeting of the Council within thirty (30) days thereafter. However, any matter which has been placed directly on the Council docket without first having been heard by a committee of the City Council must be referred to the appropriate committee for a hearing when so requested by three (3) members of the committee or the committee chairperson having jurisdiction over the matter. The matter shall be scheduled for hearing at a regularly scheduled meeting of the committee within thirty (30) days thereafter. Any matter shall be placed on the appropriate committee agenda upon the written request of three (3) members of that committee within thirty (30) days thereafter.

Rule T8. Public Comment

No changes in (a) through (d).

e. No discussion or action on any matter of public comment shall be permitted. Any matter properly raised under this rule may, if appropriate, be referred by the Chair to the ~~Rules Committee Consultant~~ appropriate person for appropriate action.

Rule T8.1. Public Conduct

No change in this section.

Rule T10. Standing Committees Created

No change in this section.

Rule T10.1 Focus Committees

The City Council, by resolution, is authorized to create Focus Committees to examine a single issue, implement a specific program and/or oversee a complex project. Focus Committees shall consist of a minimum of three members with a designated chairperson and should meet at least

once per month. Pursuant to Council Policy 000-16, Focus Committees shall follow the provisions of the Ralph M. Brown Act with full public notice of meeting dates and agenda items. Focus Committees shall be staffed only from the chairperson's Council office and shall be subject to a sunset in no more than eighteen (18) months. Focus committees can docket items in the same manner as standing committees.

Rule T11. Committee Rules

Except as provided in Rule T2, these temporary the permanent Rules of the Council shall govern the conduct of all committee meetings. Each committee may adopt, by a majority vote of its entire membership, such additional rules, not in conflict with these temporary the permanent Rules of the Council, as it may deem necessary for the conduct of committee business.

Rule T12. Committee Meetings

Each committee shall meet at a time and place provided by schedule unless otherwise ordered by the Council.

The Committee of the Whole Rules Committee

shall establish such schedules for regular meetings of the committees as will permit a full attendance of their members without conflict of committee engagements. Such schedules shall be adopted by Council resolution.

The chairperson, or a majority of the committee, may call a special meeting of the committee by giving appropriate notice, with a copy to each member of the Council personally or in writing twenty-four (24) hours prior to the meeting, specifying the purpose of the meeting, the time and place thereof, and the matters to be considered at such special meeting. No matter shall be considered at such special meeting other than that specified in the notice.

Every committee meeting of each standing committee, focus committee and the ~~Budget Review~~ Committee of the Whole shall be open to the public except as otherwise provided for by state law and conform to the notice, posting, public comment and public conduct provisions as provided by these rules.

**Rule T13. Committee Appointments and Duties of
Committee**

The City Council shall appoint the chairperson, vice chairperson and members of each committee with the exception that the Mayor shall serve as permanent chairperson of the Rules Committee. The Vice Chairperson shall succeed the Chairperson the following year. These appointments shall be made at the same time the Deputy Mayor is selected. ~~The Deputy Mayor shall serve as the permanent vice chairperson of the Rules Committee.~~ The Council shall, at that same time, make appointments of Council representatives 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 chairperson of each committee shall appoint, subject to Rules Committee confirmation, the vice chairperson 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.~~

No change to the rest of this section.

Rule T14. Time Established for First Committee-Hearing

No change to this section.

Rule T15. Committee Staff

A committee consultant from the Committee Consultant Activity of the Legislative Services Department shall be assigned to each standing committee other than the Committee of the Whole Rules Committee to provide staff assistance to the committee. A committee consultant shall be assigned to the Committee of the Whole Rules Committee from the office of the Mayor. All committee consultants shall be subject to appointment and removal by the chairpersons of their respective committees. Committee consultants, in addition to the duties assigned to them by the committee, shall, when directed by the committee chairperson, prepare an objective informational analysis addressing both the policy and fiscal considerations of any matter that is reviewed by the committee. Such consultant analysis shall be attached to the resolution or ordinance when it is delivered to the Committee of the Whole for listing on the Adoption Agenda of the docket. All committee consultants shall cooperate fully in providing staff assistance to each standing committee during the authorized absence of any committee consultant.

Rule T16. Fiscal Impact Determined

No change in this section.

Rule T17. Conduct of Standing Committee Business

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

No change in (a) through (f).

g. If the committee recommends that an ordinance be introduced as amended or that a resolution be adopted as amended, the City Attorney shall cause the amendments to be shown by interlineation and shall, if necessary, prepare an amended digest, attach it to the amended resolution or ordinance, and deliver both to the committee chairperson. The committee chairperson shall cause the resolution or ordinance, with attached digest, to be delivered to the Committee of the Whole ~~Rules Committee~~ for listing on the docket of the regular Council meetings. The City Clerk must list items so delivered to it on the Adoption Agenda.

No change in h. through l.

**Rule T17.1 Special Rule with Respect to Appeals to
Committees**

No change in this section.

**Rule 18. Committee on Rules, Legislation and
Intergovernmental Relations**

This section deleted.

**Rule T19. Committee on Transportation, ~~and Land Use~~
Planning and Environment**

There is a Committee on Transportation, ~~and
Land Use Planning and Environment~~ composed of a
minimum of four (4) five-(5) voting members
consisting of ~~five-(5)~~ Councilmembers appointed in
accordance with the provisions of Rule T13.

The committee shall have the responsibility,
if requested by the Council, to ascertain facts
and to annually make recommendations to the ~~Budget
Review Committee~~ Committee of the Whole concerning
that portion of the City's operating and capital
budget pertaining to Transportation, ~~and Land Use~~
Planning and Environment and may be assigned
pursuant to Rule T22.

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 Planning and Environment~~ as may be assigned pursuant to Rule T22 and to include the specific subject areas of:

Wetlands

Sensitive Resources

Land Use

Transportation Planning

Zoning Code Update

Urban Form

Open Space

San Dieguito River Park

The committee shall also have the responsibility to hold hearings on matters referred to it and to act upon them as soon as practicable.

Rule T20. Committee on Public Facilities and Recreation

There is a Committee on Public Facilities and Recreation composed of a minimum of four (4) five ~~(5)~~ voting members consisting of ~~five (5)~~ Council

members appointed in accordance with the provisions of Rule T13.

The committee shall have the responsibility, if requested by the Council, to ascertain facts and to annually make recommendations to the Committee of the Whole ~~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 T22.

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 T22 and to include the specific subject areas of:

Waste Management

Landfills

Recycling

Parks

City Property

Libraries

Streets

Clean Water Program

Water Utilities

General Aviation

The committee shall also have the responsibility to hold hearings on matters referred to it and to act upon them as soon as practicable.

Rule T21. Committee on Public Services and Safety

There is a Committee on Public Services and Safety composed of a minimum of four (4) ~~six (6)~~ voting members consisting of ~~six (6)~~ Council members appointed in accordance with the provisions of Rule T13.

The committee shall have the responsibility, if requested by the Council, to ascertain facts and to annually make recommendations to the Committee of the Whole ~~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 T22.

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 T22 and to include the specific subject areas of:

Police

Jail

Fire

Code Enforcement

Health

Community Services

Franchises

The committee shall also have the responsibility to hold hearings on matters referred to it and to act upon them as soon as practicable.

Rule T22. Assignment of Matters to Committee

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

Rule 23. Budget Review Committee Created

This section is deleted.

Rule T24. Committee of the Whole Created

There is hereby created a special Committee of the Whole composed of all members of the City Council. The Mayor shall serve as chairperson and the Deputy Mayor shall serve as vice- chairperson.

This special committee shall have the responsibility to analyze, study and evaluate a proposed resolution or ordinance, or to hold fact finding hearings, on any subject concerning City government that is beyond the scope of responsibility of any one standing committee or is adjudged to be more properly a concern of the entire Council including, but not limited to, the specific subject areas of:

CDBG

TOT

City Budget

Legislation

Transnet

Rules of the Council

Goals/Objectives Setting for Council

Committees

Central Library

International Airport

This special committee shall also have the responsibility to analyze, study and evaluate the estimates of required expenditures proposed for inclusion in the Annual Appropriation Ordinance. The committee shall have the further responsibility of reviewing and evaluating the tentative Capital Improvements Program.

Annual budget review meetings shall be set in accordance with California Government Code, Section 54954, during the ten (10) weeks immediately preceding the introduction of the Annual Appropriation Ordinance subject to the provisions of Council Policy No. 000-02. The Committee of the Whole shall review any budget recommendations of the various standing committees of the Council.

Proposals relating to revenue and taxation shall be referred by the Rules Committee to the Committee of the Whole.

Proposals for City action in cooperation with other local government entities including any

actions to be taken on a regional basis, shall be referred to the Committee of the Whole.

The Mayor, or in his or her absence, the Deputy Mayor, or in the absence of both, the immediate past Deputy Mayor may call a special meeting of the Committee of the Whole in accordance with the provisions of Government Code section 54956.

Matters may be set for a hearing of the Committee of the Whole upon a motion adopted by the City Council at a regular meeting.

**Rule T25. Initiation of Resolutions and Ordinances by
Council Members**

No change in this section.

**Rule T26. Initiation of Resolutions and Ordinances by
Committees**

Any committee may initiate a resolution or ordinance germane to any subject within the proper consideration of such committee in the same manner as an individual Council member. All matters shall be listed on the Council docket within sixty (60) days after initiation.

**Rule T27. Initiation of Resolutions and Ordinances by
the City Attorney, the City Manager or Other
Independent Department Heads**

Requests for Council action may be initiated by the City Attorney or City Manager, or any other independent department head for any matter that is germane to his or her official duties as prescribed by law. Resolutions or ordinances drafted in accordance with such requests shall be assigned by the Committee of the Whole Rules Committee to the Adoption Agenda or referred to committee in the same way as all other resolutions or ordinances.

Any resolution or ordinance on which action of the Council is mandatory under any federal, state or local law shall be placed on the Adoption Agenda by the City Clerk ~~without further action of the Rules Committee~~. Such matters include but are not limited to the following:

No change in a. through d.

Such resolution or ordinance shall be prepared and delivered by the City Attorney in accordance with Rule T28. ~~A copy thereof shall be delivered by the City Attorney to the Rules~~

~~Committee for information in accordance with Rule
29.~~

Rule T28. Preparation of Resolution or Ordinance

No change in this section.

**Rule T29. Delivery of Resolution or Ordinance to
Committee of the Whole ~~Rules Committee~~**

The official who originated the form 1472 shall cause the resolution or ordinance, with attached digest, and any other supporting materials, prepared in accordance with Rule T28, to be delivered to the Committee of the Whole ~~Rules Committee~~ no later than 10:00 a.m. on Wednesday for listing on the docket of the regular Council meetings to be held during the week following the next succeeding week or, at the discretion of the Committee of the Whole ~~Rules Committee~~, the week thereafter.

Ordinances or resolutions that are reported out of committee in accordance with Rule T17 shall be delivered to the Committee of the Whole ~~Rules Committee~~ by the committee chairperson by 10:00 a.m. on Wednesday for listing on the docket of the regular Council meetings to be held during the

week following the next succeeding week or, at the discretion of the Committee of the Whole Rules Committee, the week thereafter.

Rule T30. Preparation of the Council Docket

No change in first four paragraphs.

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 four (4) ~~five (5)~~ affirmative votes shall, unless otherwise specified by the chairperson, be placed on the consent agenda except those items for which a noticed hearing is required.

In assigning every other ordinance or resolution, 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 T28 and delivered in accordance with Rule T29, shall be delivered to the City Clerk by 2:00 p.m. each Wednesday 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 Council to be held the following week. All supplemental docket materials shall be delivered to the City Clerk by 2:00 p.m. each Wednesday and shall be posted by 2:00 p.m. each Friday preceding the regular meetings of the full 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 T25, T26 and T27, but which has not been prepared and delivered in accordance with Rules T28 and T29, if the City Attorney certifies in writing to the Committee of the Whole that an ordinance or resolution will be prepared and delivered by the City Attorney to the City Clerk 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 the next 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 Clerk prior to the time the item is considered at the regular Council meeting.

The legislative authority of Councilmembers in regard to drafting documents to be considered by the Council shall be preserved and not limited;

provided, however, that all resolutions, ordinances and other legal documents regarding and in support of matters listed on the Council docket for Council action shall be prepared in final form by the City Attorney and bear the City Attorney's signature or approval as to form and legality.

All docket preparation functions in these rules assigned to the Committee of the Whole Rules ~~Committee~~ shall be construed to be assigned to the Committee of the Whole Rules ~~Committee~~ chairperson.

Rule T30.1 Posting, Notice and Items for Consideration

No change in this section.

Rule T30.2 Non-Docket Items

No change in this section.

Rule T31. Temporary Rules

The Committee of the Whole Rules ~~Committee~~ may, at any time, place on the Adoption Agenda of the docket a resolution establishing a temporary

rule. Upon adoption by the Council, the temporary rule shall have the effect, for the time being, of a standing rule. If such temporary rule is in conflict with a permanent rule, it shall supersede such permanent rule only for the day on which it was adopted or for such greater period as may be specified in the temporary rule.

Rule T32. Suspension of Rules

No change in this section.

Rule 33. Amending Permanent Rules

This section deleted.

Rule T34. Existing Procedures Preserved

No change in this section.

SHS:smm
02/14/92
03/11/92 REV.
Or.Dept:Council
Attachment A to R-92-1225
Form=r-t

AS 40311
(a-y)

FEB 25 1992

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

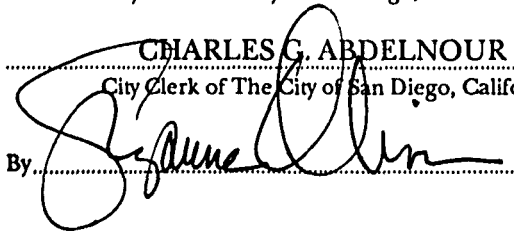
Council Members	Yeas	Nays	Not Present	Ineligible
Abbe Wolfsheimer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ron Roberts	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
John Hartley	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
George Stevens	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Tom Behr	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Valerie Stallings	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Judy McCarty	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bob Filner	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mayor Maureen O'Connor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

AUTHENTICATED BY:

MAUREEN O'CONNOR
Mayor of The City of San Diego, California.

(Seal)

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

By  Deputy.

Office of the City Clerk, San Diego, California

Resolution **R-279476**
Number Adopted **FEB 25 1992**

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CITY CLERKS OFFICE
SAN DIEGO, CA

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