

SUB-COMMITTEE TASK FORCE MEETING
OF THE CITY COUNCIL
CITY HALL, Fifth Floor
6801 Delmar Blvd.
University City, Missouri 63130
Friday September 7, 2018
10:00 a.m.

MEETING CALLED TO ORDER

The Sub-Committee meeting regarding Council Rules was held on the fifth floor of City Hall, on Friday, September 7, 2018, Mayor Terry Crow called the meeting to order at 10:00 a.m. In addition to the Mayor, the following members of Council Sub-Committee were present:

Councilmember Paulette Carr
Councilmember Jeff Hales
Councilmember Bwayne Smotherson

Also in attendance were City Manager, Gregory Rose and City Attorney, John F. Mulligan Jr.,

Mayor Crow stated the goal of the meeting was to review and discuss any additional rules and/or deletions that are appropriate and also to make improvements to the current rules. The Mayor recommended reviewing each rule in an organized numerical fashion.

REVIEW AND DISCUSSION OF COUNCIL RULES AND PROCEDURES

Page 1 Rule 1, 2, 3 and 3A

NO CHANGES were recommended for Rules 1, 2, or 3

Page 2 Rule 3A continued, 4, 5, and 6

Rule **3A** – there was discussion regarding attendance via video conference when a Councilmember must be absent. City Attorney Mulligan the Sunshine Law requires that in order to vote you must be present or be participating by video conference. You can participate via teleconference but not vote. There was discussion about the ability to participate in closed session via video conference.

CHANGES ARE NEEDED TO RULE 3A – John will draft a revision in accordance with the Sunshine Law. We also check to see if closed session can be done by video conference.

NO CHANGES were recommended for Rules 4, 5 or 6

Page 3 Rule 7 and 8

NO changes were recommended for Rules 7 or 8

Page 4 Rule 9, 10, 11, and 12

Rule 10 – **CORRECT** ITEM NUMBERS TO **REMOVE DUPLICATE # 8** and **ADD** an additional Council Comments section after the first Citizen Participation section

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Proclamations
5. Approval of Minutes
6. Appointments
7. Swearing In
8. Citizen Participation
9. Council Comments
10. Public Hearings
11. Consent Agenda
12. City Manager's Report
13. Unfinished Business
14. New Business/Bills to be Introduced
15. Citizen Participation
16. Council Reports and Business
17. Council Comments
18. Adjournment

NO CHANGES were recommended for Rules 9, 11 or 12

Page 5 Rule 13, 14, 15, 16, 17, 18 and 19

NO CHANGES were recommended for Rules 13, 14, 15, 16, 17, 18 or 19

Page 6 Rule 20, 21, 22, 23, and 24

Rule 24-

DELETE THE FOLLOWING:

“Any resolution that has been finally disposed of at a meeting may not be brought back or renewed at a subsequent meeting for 12 months and any resolution that is the same or essentially the same will be considered out of order during that time period. The agenda should be received at least ten days before the meeting”.

REPLACE THE FOLLOWING: John will draft replacement verbiage for the following in accordance with Roberts Rules and the Sunshine:

“Copies of the agenda shall be accessible at City Hall, in the Library and on the website as soon as possible in advance of each Council meeting and e-mailed or hand-delivered to all members of Council”.

NO CHANGES were recommended for Rules 20, 21, 22 or 23

Page 7 Rule 25, 26, 27, 28, 29, 30, and 31

Rules - 28 and 29 **TO BE COMBINED**

Rule 30 – **TO BE REVISED** Deleting the First Sentence. The revised sentence will be combined within the new Rule 28.

NEW Rule 28 - To Read as Follows:

Members of the City Council serve in a non-partisan capacity. Mayoral and Councilmember elections are non-partisan. City letterhead and logos are to be used only for official City business and are not to be used in support of any candidate.

NO CHANGES were recommended to Rules 25, 26, 27 or 31

Page 8 Rule 32, 33, 34, 35, 36 and 37

Rule 37 – **TO BE REVISED** to include definition as to RSMo...

(John will provide verbiage)

“Contents of executive sessions and confidential memos must be kept confidential”.

NO CHANGES were recommended to Rules 32, 33, 34, 35 or 36

Page 9 Rule 38-A and 38-B

DELETE EVERY OCCURRENCE OF THE VERBIAGE BELOW THROUGHOUT THE RULE OF ORDER DOCUMENT

“Council member will have 30 days from the date of the vacancy to make an appointment. If there is no appointment after 30 days, the appointment will be transferred to the other Council member in that Ward. If the seat remains open after an additional 30 days, the appointment will be transferred to the Mayor”.

Page 10 Rule 38-C, 38-D and 38-E

NO CHANGES were recommended to Rules 38-C, 38-D or 38-E, with the exception of removing the 30 day appointment requirement as stated above.

Page 11 Rule 38-F, 39 and 40

Rule 39 – **CHANGE** wording from “shall be” to “may be”

“Failure to complete a term by resignation shall be a disqualification for future appointment unless the failure to complete the term was beyond the individual's control”.

Rule 40, second paragraph – **CHANGE** wording from “does not vote or participate in the” to “may participate to fullest extent, except to vote, in the”...

“The liaison serves as a communicator between the Council and the board/commission, and does not vote or participate in the work on the Board or Commission as a full deliberator”.

NO CHANGES were recommended to Rule 38-F

Next Steps:

The City Attorney and City Clerk will prepare a draft with the proposed changes for the Committees review.

ADJOURNMENT

Councilmember Hales made a motion to adjourn the meeting; it was seconded by Councilmember Carr. Mayor Crow adjourned the Special Session at 11:25 a.m.

LaRette Reese
City Clerk