Atascadero City Council
Staff Report – City Manager’s Office

Commission Norms and Procedures

RECOMMENDATION:
Council approve the Commission Norms and Procedures.

DISCUSSION:
At the Council’s June 26, 2007 Regular Meeting, the Council directed staff to create a Commission Norms and Procedures document reflective of the Council’s document, and submit it to the Commissions for review. The City Council reviewed the Draft Commission Norms and Procedures, and suggested changes by Commissioners, at the meeting of October 9, 2007. Council accepted most of the suggested changes, made a few additional changes, and directed staff to return the amended document to the Council for final approval. Council also directed staff to add to both the Council’s and Commissions’ Norms and Procedures the following language:

- Council Members/Commissioners that are the Complainant on an issue before the Council/Commission must declare their involvement in the issue before the item is reviewed by the Council/Commission.

The above language has been added to the Council’s Norms and Procedures and the document will be re-distributed. Staff has made all of the suggested changes to the draft Commission document and is recommending the Council approve the document for distribution.

FISCAL IMPACT: None
ALTERNATIVES:

1. Council amend the Commission Norms and Procedures as written.

ATTACHMENT:

1. Draft Commission Norms & Procedures