

Assuming the enactment of recommended changes to Ch. 2:

Sec. 2-54. Quorum and rules of order; presiding officer.

- (a) Quorum. A majority of the council members serving shall constitute a quorum for the conduct of business at any meeting. Only council members who are physically present at the meeting shall be counted for purposes of a quorum.
- (b) Except as otherwise required by state law or ordinance, all proceedings of city council shall be governed by Robert's Rules of Order, Newly Revised, and the city attorney shall act as parliamentarian.
- (c) Presiding officer. The mayor or, in the mayor's absence, the mayor pro tempore, shall preside at any meeting as provided in section 2-51. In the event that the mayor or mayor pro tempore is not in attendance or is ineligible to preside at any meeting, the next most senior member shall preside over the meeting.
- (d) Points of order shall take precedent over all other business and shall be ruled on by the presiding officer without debate, subject to appeal to the council.
- (e) If, in speaking or otherwise, a councilmember shall violate any rule of order, the presiding officer shall, and any other councilmember may, call such member to order.
- (f) When two or more councilmembers shall attempt at the same time to speak, the presiding officer shall decide who is entitled to speak first.

Sec. 2-56. - Voting requirements.

- (a) All actions of the council shall be by majority vote of members present at a public meeting, including suspension of any rule of order, except as otherwise required by ordinance; provided that an ordinance amending the rules of order and procedure shall require a majority vote of the councilmembers serving.
- (b) Every member of the council present shall vote on every question except when required to abstain from voting by state law. All conflicts should be stated for the record and the member shall submit a completed Statement of Potential Conflict. Any member of council who declares a conflict and abstains from voting on any matter shall remain present in the room during discussions and voting.
- (c) The vote on every question shall be by roll call and shall be recorded in the council minutes by the city clerk.
- (d) Abstentions are not counted and have no effect on the result.

Sec. 2-61. - Remote meeting.

- (a) Any council member may participate and vote in an open city council meeting remotely, but will not be considered present for the purposes of a quorum ~~or voting~~. City council minutes shall reflect that the council member participated in the meeting electronically. The council member acting as the presiding officer must be physically present at the meeting.
- (b) Acceptable means of remote participation include telephone, internet, or satellite enabled audio or video conferencing, or any other technology that enables the remote participant and all persons present at the meeting location to be clearly audible to one another. Text messaging, instant messaging, email and web chat without audio are not acceptable methods of remote participation. Accommodations shall be made for any council member who requires TTY service, video relay service, or other form of adaptive telecommunications.

- (c) If technical difficulties arise as a result of utilizing remote participation, City council shall, whenever possible, suspend discussion while reasonable efforts are made to correct any problem that interferes with a remote participant's ability to hear or be heard clearly by all persons present at the meeting location. If a remote participant is disconnected from the meeting, the minutes must note that fact and the time at which the disconnection occurred and reflect that the member left the meeting.
- (d) Other than establishing the remote connection to the meeting, there shall be no communications between the members of council attending the meeting remotely and other members of council, unless such communication is part of the meeting, and can be heard by the members of the public in attendance.

Issues to consider:

Defining number of remote participants – e.g., no more than 1 per meeting

Defining number of meetings a member can attend remotely – e.g., no more than X per year

Limitation on reasons for remote participation – e.g., personal or family illness, death in the family, out-of-town City business, "extraordinary circumstances" as determined by Council

Disallowing remote participation on specific items – e.g., budget