

**COUNCIL POLICY  
CITY OF CHULA VISTA**

<b>SUBJECT:</b>  ORDER OF BUSINESS AT CITY COUNCIL MEETINGS	<b>POLICY NUMBER</b>	<b>EFFECTIVE DATE</b>	<b>PAGE</b>
	104-01	01/06/2015	1 of 2

**ADOPTED BY:** Resolution No. 16069

**DATED:** 02/19/1991

**AMENDED BY:** Resolution Nos.: 16755 (08/18/92); 18520 (12/10/96); 2005-342 (10/11/05); 2014-xxx (01/06/2014)

**BACKGROUND**

The City Council, pursuant to Municipal Code §2.04.140, establishes its order of business at Council meetings by resolution. Historically, the order of business has also been incorporated into the Council Policy Manual.

At its meeting of December 16, 2014, the City Council voted to change the start time of its meetings to 4:00 p.m. to hear Special Orders of the Day and the Consent Calendar, and all other items of business, including items pulled from the Consent Calendar, at 6:00 p.m. Should the City Council complete the Special Orders of the Day and Consent Calendar prior to 6:00 p.m., Closed Session items may be heard prior to 6:00 p.m.

**PURPOSE**

To establish the order of business at City Council meetings.

**POLICY**

Items shall be considered in the following order at City Council meetings:

4:00 p.m.:

1. Roll Call
2. Pledge of Allegiance to the Flag/Moment of Silence
3. Special Orders of the Day
4. Consent Calendar

6:00 p.m.

5. Items Removed From the Consent Calendar for discussion
6. Public Comments
7. Public Hearings
8. Board and Commission Reports
9. Action Items
10. City Manager's Reports
11. Mayor's Reports
12. Council Comments
13. Closed Session\*
14. Adjournment

\*Should the Council conclude Special Orders of the Day and the Consent Calendar prior to 6:00 p.m., it may convene in Closed Session prior to 6:00 p.m. to hear items listed on the agenda under Closed

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Session.

Upon the consent of a majority of the Council at a meeting, items may be taken out of the above order.

Resolution No. 16069, approved 01/19/91, adopted the original policy, which was amended by Resolution 16755 on 08/18/92, Resolution 18520 on 12/10/96, and Resolution 2005-342 on 10/11/2005.

I certify that this is the true and correct version of said Policy, adopted by the City Council of the City Of Chula Vista on the    day of                    , 20    .

**Signed & Dated**

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