

**TOWN OF
APPLE VALLEY, CALIFORNIA**

AGENDA MATTER

Subject Item:

ADOPT RESOLUTION NUMBER 2011-14, A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF APPLE VALLEY, CALIFORNIA, AMENDING RESOLUTION NO. 2010-49, RULE 1 AND 11 OF THE TOWN OF APPLE VALLEY RULES OF PROCEDURE FOR TOWN COUNCIL MEETINGS.

Summary Statement:

The Town Council Rules of Procedure were established in 1988 when the Town was incorporated. Several changes have been made to the Rules of Procedure by Council action during the past several years with the last revision taking place in October 2010.

At the Town Council Meeting of April 26, 2011, the Town Council unanimously recommended a change be made to its Rules of Procedure setting a time specific for Closed Session items, similar to that in the surrounding communities. Approval of this resolution will set Closed Session at 5:00 p.m. and Opening Ceremonies at 6:30 p.m. If there are no Closed Session Matters listed for discussion on the agenda, the meeting will begin with Opening Ceremonies at 6:30 p.m.

Based on the foregoing, staff recommends adoption of Resolution No. 2011-14

Recommended Action:

Adopt Resolution Number 2011-14, a Resolution of the Town Council of the Town of Apple Valley, California, amending Resolution Number 2010-49, Rule 1 and 11, of the Town of Apple Valley Rules of Procedure for Town Council Meetings.

Proposed by: Frank Robinson, Town Manager **Item Number** _____

T. M. Approval: _____ **Budgeted Item** **Yes** **No** **N/A**

RESOLUTION NO. 2011-14

RESOLUTION NUMBER 2011-14, A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF APPLE VALLEY, CALIFORNIA, AMENDING RESOLUTION NUMBER 2010-49, RULE 1 AND 11 OF THE TOWN OF APPLE VALLEY RULES OF PROCEDURE FOR TOWN COUNCIL MEETINGS.

WHEREAS, Section 2.04.040 of the Town of Apple Valley Municipal Code requires that the Town Council adopt Rules of Procedure to govern the conduct of its meetings and any of its other functions and activities and regulations pertaining thereto; and

WHEREAS, the Town Council of the Town of Apple Valley finds it is necessary to amend its Rules of Procedure for Town Council Meetings.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Apple Valley as follows:

Section 1. The Rules of Procedure for Town Council Meetings are hereby amended as set forth in Attachment A, attached hereto and incorporated here by this reference.

Section 2. This Resolution is intended to amend Rule 1 and 11 of Resolution Number 2010-49, Rules of Procedure for Town Council Meetings. Amendments to one or more portions of these Rules may be made by referencing applicable portions of the Rules of Procedure for Town Council Meetings and Related Functions and Activities.

Adopted by the Town Council and signed by the Mayor and attested by the Town Clerk this 10th day of May 2011.

MAYOR

Attest:

TOWN CLERK

AMENDMENT TO
RULES OF PROCEDURE FOR TOWN COUNCIL
MEETINGS AND RELATED FUNCTIONS AND ACTIVITIES

PURPOSE: The purpose and intent of the Town Council in adopting the rules within shall be to provide directory guidelines relating to the conduct of the public business by or on behalf of the Town Council, and in the event of any noncompliance with or violation of any provision herein, such will not be deemed to affect the validity of any action taken.

The following rules are hereby amended as referenced in Resolution Number 2011-14:

RULE 1. REGULAR MEETINGS

Regular Meetings of the Town Council of the Town of Apple Valley shall generally be held on the Second and Fourth Tuesday of each month beginning ~~at 6:30 p.m.~~ **with Closed Session at 5:00 p.m. and Opening Ceremonies at 6:30 p.m.** When the regular meeting of the Town Council falls on a Town legal holiday, no meeting shall be held on such holiday, but a regular meeting shall be held at the same hour on the next second or fourth Tuesday of the month thereafter that is not a holiday or at such date fixed in advanced by the Town Council.

RULE 11. ORDER OF BUSINESS

The regular order of business of the Town Council of the Town of Apple Valley shall be:

Closed Session

Opening Ceremonies:

- Call to Order
- Roll Call
- Invocation
- Pledge of Allegiance

~~Closed Session~~

- Special Announcements
- Presentations
- Public Comments
- Councilmember Comments/Committee/Commission Participation
- Town Council Announcements
- Consent Agenda
- Public Hearings
- Legislative Matters
- Reports, Requests and Communications
- Town Manager's Comments and Legislative Update
- Further Closed Session
- Adjournment

Where Redevelopment Agency or other form of entity is scheduled for the same time as a Town Council Meeting, the agendas will be combined and the meetings will be opened as Joint Meetings so long as each item described is attributed to the appropriate entity and the proposed action is taken by that entity.