



AD HOC SUBCOMMITTEE FOR CITY COUNCIL HANDBOOK Meeting Minutes

Date/Time: Wednesday, October 3, 2018, 5:38pm

Where: Barbara Lee Senior Center, Room 140/141

Attendees: Councilmembers Barbadillo and Nuñez;
Assistant City Manager Ashwini Kantak, City Clerk
Mary Lavelle, City Attorney Chris Diaz, and Recording
Secretary Rachelle Currie

- I. **Call to Order.** Councilmember Nuñez called the meeting to order.
- II. **Flag Salute.** Councilmember Nuñez led the Pledge of Allegiance.
- III. **Roll Call.** Councilmembers Barbadillo and Nuñez are present along with staff and City Attorney.
- IV. **Approval of Agenda.** Councilmember Barbadillo motioned, and seconded by Councilmember Nuñez approval of agenda.
- V. **Approval of Minutes.** Councilmember Barbadillo motioned, and seconded by Councilmember Nuñez approval of agenda.
- VI. **Public Forum.** None
- VII. **New Business**

1. **Discuss Chapters I, II, III of the Proposed City Council Handbook & Provide Direction**

The Subcommittee discussed Chapter I, II, and III of the proposed City Council Handbook. No changes to Chapter I. The Subcommittee directed staff to further clarify roles of City Council, City Manager and City Attorney in Chapter II. The Subcommittee also provided direction on Chapter III to make edits to better define interactions between City Council, City Manager, and City staff.

- VIII. **Other Business.** None.
- IX. **Adjournment.** Councilmember Nuñez motioned, and seconded by Councilmember Barbadillo to adjourn the meeting at 6:59pm.