

**City Council/Redevelopment Agency
City of Huntington Beach
Adjourned Regular Meeting**

Friday, February 21, 2003
12:30 P.M. – Closed Session followed by
Open Session in Rooms C & D
Central Library, 7111 Talbert Avenue
Huntington Beach, California 92648

An audiotape of this meeting
is on file in the Office of the City Clerk.

Call to Order

Mayor Connie Boardman called the adjourned regular meetings of the City Council and the Redevelopment Agency of the City of Huntington Beach to order at 12:30 p.m. in Rooms C and D at the Central Library.

City Council/Redevelopment Agency Meeting Roll Call:

Present: Sullivan, Coerper, Green, Boardman, Cook, Hardy
Absent: None (Houchen arrived 12:32 p.m. during recess to Closed Session)

City Attorney Jennifer McGrath received permission to be excused from the Closed Session portion of the Council meeting until the meeting is reconvened to Open Session.

Motion to Recess to Closed Session – Room B

A motion was made by Coerper, second Sullivan to recess to Closed Session in Room B on the following item. The motion carried by the following roll call vote:

AYES: Sullivan, Coerper, Green, Boardman, Cook, Hardy
NOES: None
ABSENT: Houchen arrived 12:32 p.m.

(City Council) Closed Session - Pursuant to Government Code Section 54957 to consider personnel matters. Subject: **City Administrator's Evaluation**. (120.80)

Reconvened City Council/Redevelopment Agency Meeting at 2:22 p.m. – Rooms C & D

City Council-Redevelopment Agency Roll Call

Present: Sullivan, Coerper, Green, Boardman, Cook, Houchen, Hardy
Absent: None

Late Communications

Pursuant to the Brown (Open Meetings) Act, the City Clerk announced the following Late Communications regarding agenda items. These communications were received following distribution of the agenda and distributed at the meeting:

Communication from Administration transmitting an agenda prepared by Mathis & Associates relating to the topics covered titled *City of Huntington Beach Workshop*.

Communication from Mathis & Associates transmitted by Administration titled *Communication Rules for Effective Team Building*.

Communication from Mathis & Associates transmitted by Administration titled *Communication Strategies*.

(City Council) Study Session Held with Mathis & Associates to Discuss Matters Related to City Council Meetings: (1.) Internal Operating Procedures; (2.) Council Norms; and (3.) Selection and Monitoring of Commissions/Boards (.)

Mayor Boardman provided background information as to the purpose of the meeting and introduced Dr. Bill Mathis of Mathis & Associates who facilitated discussion with the assistance of Ms. Janice Schreuder as scribe.

Dr. Mathis spoke relative to the following topics:

1. Internal Operating Procedures,
2. Traditional and past practices with suggestions for streamlining;
3. Council Meeting protocol;
4. Communication Agreements
5. Council Norms;
6. Council-Council interaction;
7. Council-Staff interaction;
8. Selection and Monitoring of Boards and Commissions
9. Expected outcomes from the meeting:
 - a. First printed norms and best practices for the City Council;
 - b. Agreements on communications strategies; with
 - c. Council norms and agreement to be put into finished format and returned to the City Council and City Clerk.

Dr. Mathis reviewed at length, the handout titled *Communication Rules for Effective Team Building*, which had been announced earlier by City Clerk Connie Brockway as a Late Communication.

Dr. Mathis asked questions regarding decision-making of each Councilmember in turn, including their personal motivation for running for elected office and individual community-based interests.

The consultant covered several areas of communication, including the relevance of using Executive Summaries as a fact-gathering tool.

Dr. Mathis and Council discussed issues relative to Robert's Rules of Order.

Council and staff enumerated on specific duties and privileges which are considered to be within the Mayor's prerogative:

1. Council seating and assignments;
2. Committee assignments;

- 3. Office location assignments;
- 4. The holding of Invocations;
- 5. Presentations and Proclamations;
- 6. Duties as a ceremonial leader;
- 7. Protocol;
- 8. Outside appointments;
- 9. Policy interpretation; and
- 10. Execution of contracts.

Considerable debate ensued regarding invocations.

Mayor Boardman left a 5:55 p.m., as she had a meeting scheduled at 6:00 p.m. The Mayor turned the meeting over to Mayor Pro Tem Green.

Public Comments

Ron Davis stated reasons why he believes invocations at public meetings are not appropriate.

Dean Albright presented reasons why he believes an invocation should be given following the pledge of allegiance when all people are standing.

Adjournment – City Council/Redevelopment Agency

Mayor Pro Tem Green adjourned the adjourned regular meetings of the City Council and the Redevelopment Agency of the City of Huntington Beach at 6:00 p.m. to Monday, March 3, 2003, at 5:00 p.m., in Room B-8, Civic Center, 2000 Main Street, Huntington Beach, California.

City Clerk and ex-officio Clerk of the City Council of the City of Huntington Beach and Clerk of the Redevelopment Agency of the City of Huntington Beach, California

ATTEST:

City Clerk-Clerk

Mayor-Chairman