

CITY OF ALAMEDA RESOLUTION NO. _____

AMENDING RESOLUTION NOS. 15382, 15697, 15746, 15772, 16104
AND 16180 TO AMEND THE RULES OF ORDER GOVERNING CITY
COUNCIL MEETINGS TO ADD A NEW SECTION 3 REGARDING
PUBLIC CORRESPONDENCE

WHEREAS, the City Council of the City of Alameda desires to have all citizens fully participate in the proceedings of the City Council; and

WHEREAS, City Charter Art. I Sec. 2(D), Alameda Municipal Code Secs. 2-1.7 and 2-1.8, and Government Code Sec. 54954.3 gives the City Council discretion to adopt reasonable regulations concerning the proceedings and order of business of City Council meetings; and

WHEREAS, Ordinance No. 2674, adopted at the August 16, 1994 City Council meeting, states that Rules of Order of City Council meetings shall be set by City Council Resolution; and

WHEREAS, Resolution No. 15382 was adopted on May 15, 2018; and

WHEREAS, Resolution No. 15697 was adopted on September 15, 2020; and

WHEREAS, Resolution No. 15746 was adopted on February 16, 2021; and

WHEREAS, Resolution No. 15772 was adopted on May 4, 2021; and

WHEREAS, Resolution No. 16104 was adopted on October 3, 2023 and reauthorized by Resolution No 16180; and

WHEREAS, an amendment to the Rules of Order is being proposed to add a new Section 3 regarding Public Correspondence.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Alameda that a new Section 3 of Resolution Nos. 15382, 15697, 15746, 15772, 16104 and 16180 is added:

3. Public Correspondence. Correspondence may be submitted by members of the public at anytime; however, the City Clerk's office ceases updates to the agenda published online at noon the day of the meeting. Any correspondence submitted after the deadline will still be included in the meeting record. Correspondence may be submitted via email or mail/hand delivery to the City Clerk's office. Emails must be sent to CITYCOUNCIL-List@alamedaca.gov or to clerk@alamedaca.gov. To ensure accessibility, it is recommended that email attachments be in PDF format only. URLs may be included, however, the City's cybersecurity protections render

hyperlinks inoperable. Correspondence may also be submitted at the meeting. If a member of the public would like to share a visual at a meeting that directly relates to a specific agenda item, excluding Oral Communications, it must be: a) emailed to clerk@alamedaca.gov, b) attached in PDF format only, c) not require a hyperlink or URL to access the visual, and d) submitted no later than noon the day before the meeting.

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I, the undersigned, hereby certify that the foregoing Resolution was duly and regularly adopted and passed by the Council of the City of Alameda in a regular meeting assembled on the 18th day of February 2025, by the following vote to wit:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

IN WITNESS, WHEREOF, I have hereunto set my hand and affixed the official seal of said City this 19th day of February 2025.

Lara Weisiger, City Clerk
City of Alameda

APPROVED AS TO FORM:

Yibin Shen, City Attorney
City of Alameda