

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY OF SANTA CLARA, CALIFORNIA
ADOPTING COUNCIL POLICY 055 "COUNCIL MEETING
PROCEDURES AND PROTOCOLS"**

WHEREAS, a draft of Council Policy 055, "City Council Meeting Procedures and Protocols" ("Draft Policy") was presented to the Governance and Ethics Committee ("Governance Committee") for their consideration on October 4, 2025 as an approach to transitioning the City from a Robert's Rules of Order based system to a Rosenberg's Rules of Order based system, including the incorporation of other existing City and best practices, for Council meeting management, and for use by all other City Boards, Commissions and Committees;

WHEREAS, the Governance Committee approved the Draft Policy in substantial form and directed staff to present the Draft Policy to the City Council for its consideration and adoption; and,

WHEREAS, City staff updated the Draft Policy and presented it to the City Council for their consideration at their June 24th City Council meeting; and

WHEREAS, Council considered the Draft Policy, heard public comment, and provided direction to staff regarding any requested modifications.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SANTA CLARA AS FOLLOWS:

1. Council Policy 055, entitled "City Council Meeting Procedures and Protocols," ("Meeting Policy") attached here as Attachment 1, is hereby approved and adopted.
2. Staff is directed to take such other actions as are necessary to implement, post and distribute the Meeting Policy, including preparation and presentation to the City Council of any necessary modifications to the City Code to reflect the new policy.
3. Effective date. This resolution shall become effective immediately, with the Meeting

Policy to go into full effect for use by the City Council and all other City Boards, Commissions and Committees upon the effective date of any required amendment to the City Code.

I HEREBY CERTIFY THE FOREGOING TO BE A TRUE COPY OF A RESOLUTION PASSED AND ADOPTED BY THE CITY OF SANTA CLARA, CALIFORNIA, AT A REGULAR MEETING THEREOF HELD ON THE 24th DAY OF JUNE, 2025, BY THE FOLLOWING VOTE:

AYES: COUNCILORS:

NOES: COUNCILORS:

ABSENT: COUNCILORS:

ABSTAINED: COUNCILORS:

ATTEST: _____
NORA PIMENTEL, MMC
ASSISTANT CITY CLERK
CITY OF SANTA CLARA

Attachments to be incorporated by reference:

1. Council Policy 055 entitled "Council Meeting Procedures and Protocols"