

General Law City

The City of Hesperia is a General Law City that operates with a City Council-City Manager style of government and derives its power from California Codes and laws enacted by the State legislature, local ordinances and the California Constitution. The City Council consists of the Mayor and four Council Members. While all Council Members enjoy the same powers and privileges, the Mayor has the additional responsibility of presiding over City Council meetings, signing official documents, and officiating at ceremonies and events.

Election of Council Members is held in November of even numbered years and terms are staggered. Members serve four year terms and there are no term limits.

Addressing City Council

Prior to action of the Council, any member of the audience will have the opportunity to address the Council on any item listed on the agenda. Comments are limited to three (3) minutes for Public Comments, Consent Calendar and New Business items and five (5) minutes for Public Hearings.

The City Council may be addressed during the meeting by submitting a completed speaker card to the clerk at the dais. Speaker cards are found at the entrance of the Council Chambers. Speakers will be called when indicated items of interest are discussed. You may also submit written material to the clerk at the dais who will distribute it to the Council Members at the appropriate time. All submitted materials become part of the official record.

Access to Meetings

City Council meetings are webcast live and can be accessed via the City's website. Archived meetings are also available on the City's website.

Assistance / Accommodation

The City Clerk's office is available to help citizens complete speaker cards, to explain general protocol, and/or provide assistance to anyone with special needs. An assisted listening device and cordless microphone are available upon request. Reserved seating spaces are available for those using wheelchairs.

Photographs and video recordings are allowed as long as these activities do not interfere with the proceedings. The access ramp that leads to the dais area must be kept clear at all times.

Restrooms and water fountain are located in the lobby area. No food or drinks are allowed in the City Council Chambers.

As a courtesy, please silence cell phones, pagers, and other electronic devices while the meeting is in session.

In compliance with the Americans with Disability Act, if you need special assistance to participate in City Council meetings, please contact the City Clerk's Office at (760) 947-1056, 48 hours prior to the meeting to enable the City to make reasonable arrangements to ensure accessibility.



City of Hesperia
9700 Seventh Avenue
Hesperia, CA 92345



City of Hesperia
A Citizen's Guide to



City Council Meetings

Council Chambers
9700 Seventh Avenue
First Floor
Hesperia, CA 92345

www.cityofhesperia.us

City Clerk's Office
(760) 947-1007

Hesperia City Council

Welcome to the City of Hesperia City Council meeting. This pamphlet has been prepared to help you understand and participate in your City's government; to provide an understanding of Council Chamber layout; understanding the agenda; and the opportunities available for the public to address the City Council during the meeting.

All City Council meetings are governed under the Ralph M. Brown Act, an open meeting law that requires the actions and deliberations of City Councils, and Council created Commissions and Committees, be conducted openly. (Government Code section 54950.)

The City Council takes action in the following ways:

- **ORDINANCES** are laws adopted by the City Council that can be new, or amend the Municipal Code. Most ordinances appear on two consecutive City Council Agendas. An ordinance is usually presented under Public Hearings and is introduced at the first meeting. If approved, it is then adopted at the second meeting and, unless determined to be urgent, becomes effective 30 days after adoption.
- **RESOLUTIONS** express decisions, or actions by the City Council but do not enact laws, amend the Municipal Code or other City laws.
- **MINUTE ORDERS**, or motions, are the least formal City Council actions used to approve policy, establish procedures, or provide direction to staff.

Understanding the Agenda

Closed Session is routinely held prior to the City Council meeting and is not open to the public. Items discussed in **Closed Session** are regulated by the Brown Act.

Under **Closed Session Reports**, the City Attorney or City Manager reports actions taken by the City Council in Closed Session in accordance with the Brown Act.

Under **Announcements/Presentations**, the City Council recognizes people or organizations who have contributed to the betterment of Hesperia or events that are important to the community.

The **Joint Public Comments** section is included on every agenda and provides the public with an opportunity to address the Council on any item that is within the jurisdiction of the City Council and not on the Agenda. In compliance with the Brown Act, the Council may not take action on an item presented during **Joint Public Comments** that is not listed on the agenda.

Consent Calendar items are routine in nature and are considered for approval by the Council with a single action. Before that action, the Mayor asks if there is anyone interested in removing items for discussion. City Council Members verbally request items be removed and members of the public may submit a speaker slip for the item they wish to comment on. Any item removed from the **Consent Calendar** for

discussion will be heard immediately following the adoption of the **Consent Calendar**.

Public Hearings are held on matters specifically required by law, including ordinances. The Mayor opens the public hearing and asks for presentations from staff and from the proponent or applicant involved (if applicable) in the matter under discussion. Following questions from the Council Members, the Mayor will ask for public testimony.

New Business covers those items that do not require a public hearing but do require City Council discussion, action or direction to staff.

Council Committee Reports and Comments by the Mayor and Council Members are brief announcements or reports on activities of outside agencies on which they serve as the City of Hesperia's representative. Council Members may also ask for items to be investigated and/or reported back to them at a later date.

City Manager/City Attorney/Staff Reports by the City Manager, City Attorney or staff are announcements or reports concerning items of interest to the City Council and the public.

Adjournment closes the meeting and, at times, memorializes the passing of prominent and respected citizens within the community.

Meetings, Schedules and Agendas

City Council meetings are held on the first and third Tuesday of each month at 6:30 pm. Closed Sessions are routinely scheduled prior to the regular meeting. Special meetings and workshops may be called as needed. Refer to the City's website, cityofhesperia.us, for meeting schedules.

The City Council agenda and complete agenda packet is available prior to each meeting on the City website; at the Hesperia Branch Library; and on the City's official posting board at the front entrance of City Hall.