

**BERKELEY CITY COUNCIL AGENDA & RULES COMMITTEE
SPECIAL MEETING MINUTES**

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MONDAY, JULY 15, 2019

2:30 P.M.

2180 Milvia Street, 6th Floor – Redwood Room

Committee Members:

Mayor Jesse Arreguin, Councilmembers Kate Harrison and Susan Wengraf

Roll Call: 2:37 p.m. All present.

Public Comment: 3 speakers.

Minutes for Approval

1. Minutes: July 8, 2019

Action: M/S/C (Wengraf/Hahn) to approve the Minutes of 7/8/19.

Vote: All Ayes.

Referred Items for Review

Following review and discussion of the items listed below, the Committee may continue an item to a future committee meeting, or refer the item to the City Council.

2. Discussion and Direction Regarding Revisions to the City Council Rules of Procedure and Order

From: City Manager

Contact: Mark Numainville, City Clerk

Action: Discussion held. Recommended edits proposed for pages 1-10. Item held over to August 26, 2019.

Referred Items for Review

3. Review of Scope of Work to Develop a Performance Evaluation of the City Manager

From: City Manager

Contact: Dee Williams-Ridley, City Manager

Action: M/S/C (Arreguin/Wengraf) to:

1. Accept the proposed Scope of Work submitted by the City Manager with modified selection criteria for the consultant as follows: 20% for References, 30% for Costs, and 50% for Public Sector Experience.
2. Recommend that a multi-phased evaluation process be considered to incorporate an informal feedback session on the City Manager's performance that would be facilitated by the consultant; a process will be conducted for developing evaluation criteria for the City Manager's performance evaluation; and the consultant should provide recommendations regarding the depth of content and frequency of the City Manager's performance evaluations.

Vote: All Ayes.

Items for Future Agendas

- **Discussion of items to be added to future agendas**
 - None

Adjournment

Action: M/S/C (Wengraf/Harrison) to adjourn the meeting.

Vote: All Ayes.

Adjourned at 4:22 p.m.

I hereby certify that the foregoing is a true and correct record of the Agenda and Rules Committee meeting held on July 15, 2019.

Mark Numainville, City Clerk

Communications

Communications submitted to City Council Policy Committees are on file in the City Clerk Department at 2180 Milvia Street, 1st Floor, Berkeley, CA.