



AGENDA REPORT

Department: City Clerk's Office
Prepared by: Shelley Chapel, MMC, City Clerk
Meeting Date: Tuesday, October 21, 2025
Approved by: Scott W. Huth, Interim City Manager

SUBJECT:

Amending City Council Policy No. 105 – Request by Member of the City Council to Place an Item on a City Council Agenda

RECOMMENDATION:

Adopt a Resolution Entitled, “Resolution of the City Council of the City of National City, California, Approving Amended City Council Policy No. 105, Request by Member of the City Council to Place an Item on a City Council Agenda.”

BOARD/COMMISSION/COMMITTEE PRIOR ACTION:

Not Applicable.

EXPLANATION:

As per City Council Policy No. 105 (105), a City Councilmember may place an item to be considered for discussion at a future City Council Meeting by following the 105 processes. At the April 1, 2025 City Council meeting, City Councilmember Molina placed this item on the agenda to review the 105 Policy.

At the September 2, 2025, City Council Meeting, City Council Member Molina brought forward proposed changes to the policy. The changes as approved by the City Council at that meeting are reflected in Exhibit A.

In compliance with the Ralph M. Brown Act, items not already on the agenda cannot be discussed or considered during a City Council Meeting. Discussing without notice does not provide the public, staff, or other City Councilmembers time to review the subject matter, and contemplate a response for discussion or provide direction.

This policy is to establish a clear and effective process for the City Councilmembers to place items on the City Council Agenda for consideration.

FINANCIAL STATEMENT:

Not Applicable.

RELATED CITY COUNCIL 2020-2025 STRATEGIC PLAN GOAL:

Communication and Outreach

ENVIRONMENTAL REVIEW:

This is not a project under CEQA, and is therefore, not subject to environmental review. CCR15378; PRC 21065.

PUBLIC NOTIFICATION:

The Agenda Report was posted at least 72 hours before the Regular Meeting date and time, and 24 hours before a Special Meeting in accordance with the Ralph M. Brown Act.

ORDINANCE:

Not Applicable

EXHIBITS:

Exhibit A – Amended City Council Policy No. 105

Exhibit B - Resolution