



COMMUNITY SERVICES POLICY COMMITTEE
Friday, January 24, 2025
10:00 a.m. - 2:00 p.m.
Sacramento Convention Center, Meeting Room 11

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AGENDA

I. Welcome and Introductions

Speakers: Chair, James Kyriaco, Council Member, Goleta
Vice-Chair, Tamala Takahashi, Vice Mayor, Burbank
Cal Cities President Lynne B. Kennedy, Mayor, Rancho Cucamonga
Cal Cities Executive Director and CEO Carolyn Coleman

II. Public Comment

III. General Briefing (Attachment A) Informational

IV. Committee Orientation (Attachment B) Informational

V. Cal Cities [2025 Advocacy Priorities](#) Informational

VI. Adoption of 2025 Work Plan Action

- Please complete the work plan [survey](#) by **Jan. 22nd**.

VII. Presentation: Public Libraries as Community Spaces Informational

Speaker: Greg Lucas, State Librarian, California State Library

VIII. Panel Discussion: Childcare and Family Resources Informational

Speakers: Michelle Lee Graham, M.ED, Chief Executive Officer, Children's
Resource & Referral of Santa Barbara County
Jacquilyn Banta, M.A., Chief Operating Officer, Children's Resource &
Referral of Santa Barbara County
Janine Cooper, Child Care Project Manager, City of Sacramento

IX. Budget Update and Legislative Outlook Informational

Speakers: Caroline Grinder, League of California Cities
Ben Triffo, League of California Cities

X. Adjourn

Next Meeting: Friday, March 28 (Marriott Burbank Airport Hotel), 10:00 a.m. – 2:00 p.m.

Brown Act Reminder: The League of California Cities' Board of Directors has a policy of complying with the spirit of open meeting laws. Generally, off-agenda items may be taken up only if:

1) Two-thirds of the policy committee members find a need for immediate action exists and the need to take action came to the attention of the policy committee after the agenda was prepared (Note: If fewer than two-thirds of policy committee members are present, taking up an off-agenda item requires a unanimous vote); or

2) A majority of the policy committee finds an emergency (for example: work stoppage or disaster) exists.
A majority of a city council may not, consistent with the Brown Act, discuss specific substantive issues among themselves at League meetings. Any such discussion is subject to the Brown Act and must occur in a meeting that complies with its requirements.

The January 23-24, 2025, Policy Committees General Briefing

Cal Cities 2025 Wildfire Resources:

The fires raging in Southern California have put even some of the most seasoned public officials firmly in uncharted territory. [Misinformation campaigns](#), [artificial intelligence-fueled scams](#), and [federal brinksmanship](#) are worsening what will likely be two of the most destructive wildfires in California's history. We've compiled a list of trusted resources to help officials cut through the noise and focus on response and recovery.

What website should I go to for updates and resources?

[Ca.gov/LAfires/](https://www.ca.gov/LAfires/) is a one-stop shop for essential resources and information. The website includes links to disaster assistance, real-time updates and safety tips, information on consumer protections, and other resources.

What other government resources are out there?

Cal Cities has compiled a comprehensive list of [federal, state, and local resources](#) and activated a peer network of city managers to help cities in affected areas. For more information about the network, please contact your [regional public affairs manager](#).

Governor's Proposed Budget Highlights:

One of Gov. Gavin Newsom's favorite budget truisms usually takes some form of "values are reflected in our investments." But his budget proposal today calls into question what those values are and how deep his commitment runs when it comes to resolving some of the state's most intractable problems.

Earlier this week, Newsom eschewed his normal annual budget presentation to give what he described as a preview on Monday. That left Department of Finance Director Joe Stephenshaw in the hot seat on Friday, as he unveiled a \$322.2 billion spending proposal for the upcoming fiscal year.

The budget maintains or increases commitments made in last year's budget for major climate change and infrastructure initiatives, thanks in part to a modest budget surplus of \$363 million and a voter-approved \$10 billion climate bond. But the budget falls noticeably and dramatically short on housing and homelessness.

"Time and time again, surveys show that homelessness and housing costs are a top concern for residents throughout California," said Cal Cities Executive Director and CEO Carolyn Coleman in a statement. "In addition, recent federal and state reports demonstrate that targeted and sustained funding reduces homelessness. That's why it is disappointing that the Governor's 2025-26 budget proposal fails to include any new funding for the Homeless Housing, Assistance and Prevention Grant Program and affordable housing programs.

For new budget watchers, a sudden surplus might sound surprising after two years of deficits. But California's progressive tax system depends heavily on stock market gains, which have increased due to a bullish outlook on chipmakers and large tech companies. Newsom has pointed out that could change in the coming months if the incoming federal administration delivers on campaign promises, such as new tariffs. Newsom and others are also already figuring out how to fund what is likely to be another round of bruising legal fights, many centered on the state's environmental policies.

Then there's the matter of the wildfires raging in Southern California. The Federal Emergency Management Agency has agreed to cover much of the costs. However, the process for securing such reimbursements can be lengthy even under friendly federal administrations. And many of those affected communities are covered by the state's last-resort FAIR Plan.

Figuring out what your values are can be hard in flush years. It's even harder during uncertain years. For additional information, please read our in-depth [budget highlights](#).

Policy Committee Information:

Community Services

Caroline Grinder, Lobbyist

Looking to the year ahead, the Community Services Policy Committee will remain committed to advancing Cal Cities' [advocacy priority](#) of securing investments to prevent and reduce homelessness. The committee will also continue to focus on other pressing issues, such as addressing the substance use and mental health crisis, supporting early learning and childcare programs, increasing access to open space, and bolstering cities' efforts to support seniors and the aging community.

Budget Update:

When it comes to homelessness funding in the state budget, cities are experiencing déjà vu. Just like [last January](#), the Governor's proposed budget maintains funding committed in previous budgets but does not include any new funding to address homelessness. This comes as [recent counts](#) show homelessness continues to rise in California, reaching record highs last year. Rather than providing new funding to stem the tide of this crisis, the budget instead focuses on accountability policies targeting local governments' use of state funds.

While the budget does not commit to funding round seven of the state's flagship homelessness services grant program, the Homeless Housing, Assistance, and Prevention (HHAP) grant program, the budget signals that the administration is open to working with the Legislature on additional funding for this program. Cal Cities will turn its attention to the Legislature in the coming weeks to advocate for continued funding of this key program. The proposed budget reinforces the Governor's commitment to increased accountability for existing homelessness funding. This includes increased scrutiny of local governments' reporting, regional convenings led by the Department of Housing and Community Development (HCD), and increased enforcement through the Housing and Homelessness Accountability, Results, and Partnership Unit. The administration has also proposed

creating a new California Housing and Homelessness Agency to provide a more integrated and effective response to the housing and homelessness crisis. This agency will consist of the existing HCD and the California Interagency Council on Homelessness, which are currently under the Business, Consumer Services, and Housing Agency.

Environmental Quality

Melissa Sparks-Kranz, Lobbyist

The Governor's budget proposes \$2.7 billion for the first year of a multi-year expenditure plan to implement a \$10 billion [climate bond \(Proposition 4\)](#), following its passage on the ballot last November. The proposed budget will infuse significant Prop. 4 funding into various climate and environmental programs in the following areas: Safe drinking water, drought, flood and water resilience, coastal resilience, biodiversity and nature-based solutions, clean energy, wildfire and forest resilience, outdoor access and extreme heat mitigation, and dam infrastructure safety.

The proposed budget also acknowledges that policymakers need to continue to prioritize extending the cap-and-trade program beyond 2030 to support the state's carbon neutrality goals, as well as address energy affordability through a suite of actions to meaningfully reduce electric bills. Cal Cities anticipates that with the Los Angeles County wildfires additional legislation will be introduced to cover a wide array of issues that intersect climate change and wildfire preparedness, including areas such as water supply, energy grid operations, CEQA, and Coastal Act. Additionally, housing and coastal legislation, potential CEQA reform, and the clean-up legislation related to the [unfortunate signing](#) of AB 98 (Carrillo, Reyes), the [jam-job](#) warehouse bill from last year, are all slated for this session.

The Environmental Quality Policy Committee will remain committed to advancing Cal Cities' [advocacy priority](#) of strengthening climate change resilience and disaster preparedness, as well as strengthening and modernizing critical infrastructure, including water supply and grid reliability.

Governance, Transparency, and Labor Relations

Johnnie Piña, Lobbyist

The Governor's January budget includes a payment of \$9.1 billion to pay down the state's pension obligations. The budget also includes continued reductions in government operations and cuts to approximately 6,500 vacant positions, along with one-time investments in workforce development programs and upgrades to state technology systems.

Legislatively, this year will be another year full of bills related to governance, transparency, and labor relations. We will likely see repeated attempts at measures that previously failed, particularly in the labor relations space. We will see legislation related to challenges cities continue to face including Ralph M. Brown Act modernizations, increased Public Records Act requests, district-based elections, campaign contribution limitations, managing

elections, grappling with emerging technology such as artificial intelligence, managing disruptions in public meetings, and grappling with public sector vacancy rates.

Housing, Community, and Economic Development

Brady Guertin, Lobbyist

Last year, more than 100 housing related measures were introduced in the legislature. We anticipate a similar number this year. In 2024, the Legislature focused on giving tools to the Attorney General's Office to "hold cities accountable" for the housing shortage as seen by the numerous bills signed by the Governor that codified the builder's remedy, fines for local governments, and other punishments for cities that fail to comply with housing element law. This year, the Governor continues to insist that local governments are not doing enough to promote housing and need to be held "accountable" for a lack of construction, without providing any new funding in this year's budget for affordable housing programs.

2025 Legislative Outlook

The major trend to keep an eye on this year is how the legislature will respond to the Department of Housing and Community Development's (HCD) [2040 Regional Housing Needs Allocation \(RHNA\) Report](#), released last May. The HCD report discusses the department's policy recommendations for the upcoming 7th RHNA Cycle and could spark new legislation this year. In addition, the California State Auditor's Office is expected to release its highly anticipated audit results of HCD's housing element review process during the 6th RHNA Cycle this summer. For more information on how your city can participate and what the audit entails please click [here](#). Finally, the legislature is expected to introduce a variety of legislation on RHNA reform, Density Bonus Law, building codes as it pertains to fire safety, adaptive reuse projects, and a variety of other issues impacting housing affordability. Both the Legislature and the Governor have highlighted the cost of living, housing, and promoting economic development as priorities for this year's legislative session, so a heavy focus on these issues is expected for 2025.

Public Safety

Jolena Voorhis, Lobbyist

The Governor's proposed budget includes significant wildfire mitigation and preparedness funding from the climate bond, including forest health, local fire prevention, wildfire mitigation and additional major capital projects.

With the passage of Proposition 36 and a retail theft legislative package in 2024, the Governor's budget proposal does not include any major investments toward reducing retail theft, fentanyl, or other related issues. The Governor's proposed budget does note the impact Proposition 36 will have on the prison and parole populations.

Due to the recent Los Angeles County Fires there are several legislative proposals expected for recovery including early financial support from the State through the special session.

Regarding the outlook for 2025, please see the issues noted below:

Emergency Preparedness and Disaster Response

Due to the recent wildfire in Southern California, and with the Governor expanding the emergency session to include response to these fires, we anticipate that there will be several legislative proposals in the 2025-26 session.

Fire Insurance/Home Insurance

Cal Cities expects several pieces of legislation on the home insurance issue with about 10 measures introduced to date. Along with emergency preparedness, this issue could be part of the emergency response due to the recent wildfires.

Proposition 36 Implementation

With the passage of Proposition 36, the main focus in 2025 will be the implementation of the new laws regarding retail theft and fentanyl. We anticipate budget proposals or legislation to help to implement these new laws.

Revenue and Taxation

Ben Triffo, Lobbyist

Compared to previous years, this year's budget should be significantly easier for the Governor and Legislature to tackle. The Governor's proposed FY 2025-26 budget comes in at \$322.3 billion, which is a noticeable increase from last year's \$297 billion budget which had the herculean task of addressing nearly a \$47 billion deficit. Of note is that the 2025-26 budget maintains \$16.9 billion in reserves and boasts a modest surplus of \$363 million.

The Governor's proposal is in slight contrast with the Legislative Analyst's Office (LAO), which projected a deficit of approximately \$2 billion and ongoing out-year deficits of \$20-\$30 billion. The LAO has also warned that the state has no capacity to expand existing programs.

The budget proposal avoids drastic budgetary solutions (cuts, delays, and deferrals), as last year's budget was a de facto two-year budget with already enacted budgetary solutions that sought to balance the 25-26 budget. However, caution is warranted, as California's progressive, but volatile tax structure relies on the top 1% of earners, resulting in unpredictable revenue swings. Additionally, natural disasters could lead to tax filing delays, like the ones from two years ago that resulted in significant revenue estimate misses and budget deficits.

The Governor has also emphasized that he will refrain from passing any new taxes, barring any seismic change or action from the federal government that has a significant impact on the state.

Fiscal Reform

Governor Newsom has also called for fiscal reforms that will need to be approved by the voters — specifically changes to 2014's Proposition 2 and 1979's Proposition 4, both of which deal with the state's budget reserves. He wants to double the budget reserve cap from 10% of General Fund dollars to 20% and make reserve contributions not considered

an expense under the Gann Limit. This begs the question, if this flexibility is good for the state, should it not also be the same for cities?

Going Forward

In 2025 the Revenue and Taxation Policy Committee will promote Cal Cities' advocacy priority of protecting local revenues and expanding economic development tools. The committee will also continue to support the work of the City Managers Sales Tax Working Group and the Cal Cities wide education campaign around the working group's recommendation.

Transportation, Communications, and Public Works

Damon Conklin, Lobbyist

Transportation

The 2025-26 State Budget maintains the entirety of the transportation funding included in recent budgets. This includes \$7.7 billion for high-priority transit and rail infrastructure projects to improve rail and transit connectivity between state and local/regional services that help ease traffic congestion and reduce greenhouse gas emissions. There is an additional \$1.1 billion for the Zero Emission Transit Capital Program.

The last budget cut two-thirds of the Active Transportation Program's budget, giving the California Transportation Commission (CTC) only enough funding to approve the top 13 projects out of dozens of applications for grants. This budget proposal modestly restores ATP grant funding to Reconnecting Communities Highways to Boulevards Pilot program, and climate adaptation projects to advance equity and health outcomes.

Broadband

The state budget continues to delay investments for last-mile projects, which connect the broadband network to homes until the 2027 budget year. The lack of augmentations or fund shifts indicates the Administration is focusing on constructing the state's Middle-Mile network and spending previously provided federal funds.

Infrastructure

In addition to providing transportation funding for local streets and roads, bridges, and the state highway system, the Governor's proposed budget contains a five-year infrastructure plan that includes approximately \$55.4 billion in state infrastructure investments over the next five years.

The budget also proposes \$231.5 million to the Dam Safety and Climate Resilience Local Assistance Program for competitive grants for projects that support dam safety and reservoir operations, such as funding for repairs, rehabilitation, and enhancements. Additionally, the budget proposes \$8.5 million to remove obsolete dams and modifications to related infrastructure to increase habitat connectivity, build climate resilience for culturally and economically important fisheries, and improve coastal sediment supply for beaches and shorelines.

Permitting

It is forecasted that the legislature will consider legislation to reform the permitting process involved in building new infrastructure projects. While the focus could be on green and clean energy projects, Cal Cities remains vigilant that efforts should target the lengthy, costly, and duplicative state and federal permitting processes.

Bridges

Cal Cities is sponsoring legislation to ensure local governments receive enough funding to prevent further deterioration and replace bridges that are in poor condition. The federal government previously maintained a dedicated bridge repair and replacement program as a core highway trust fund program and prior federal transportation authorization bills. Legislation is required to compel the state to provide equity in local bridge funding under the federal Highway Infrastructure Program.

Advance Clean Fleet

The California Air Resources Board (CARB) withdrew its request for an EPA waiver to enforce its Advanced Clean Fleets rule. The withdrawal means CARB is now no longer seeking to enforce its ZEV mandate on drayage and private fleets. While CARB is still able to enforce their regs and direct the AG to seek civil penalties against local agencies because they only have that authority, Cal Cities is looking at sponsoring and advancing legislation in 2024 to provide greater flexibility for cities compliance to the ACF regulations.

To find a list of relevant bills for each policy committee, please visit our [bill search webpage](#).

HOW CAL CITIES POLICY COMMITTEES WORK

Policy Committee Subject Matter

Cal Cities has seven policy committees, each with its own subject matter jurisdiction. Please refer to the ["Summary of Existing Policy and Guiding Principles"](#) booklet to find the subject matter for each committee. This document is updated every two years. Policy in the Summary of Existing Policy and Guiding Principles is used to determine Cal Cities legislative and regulatory positions.

Policy Committee Legislative Agenda Items

Cal Cities policy committees review bills or regulatory proposals on issues for which Cal Cities does not have existing policy, or for which staff members feel a policy discussion needs to occur for greater clarity or background on an issue. Staff will lobby legislation, funding proposals, or regulatory changes where existing policy provides clear direction.

Committee Recommendations

The committee's actions or positions are a recommendation to Cal Cities Board of Directors (Board) for a formal position. Possible committee recommendations can be:

- Support
- Oppose
- Support-if-amended (as appropriate, specific amendments may be requested)
- Oppose-unless-amended (as appropriate, specific amendments may be requested)
- No position
- Neutral

There are nuanced differences between some of these positions. For example, "support-if-amended" sends a very different message than "oppose-unless-amended." Both positions might seek the same change, but the support-if-amended position means that Cal Cities would be listed with the "supporters" of the bill in most legislative analysis. In addition, "no position" and "neutral" have different meanings and require different actions from staff. Selection of one or the other depends in part upon what type of message or political posture Cal Cities needs to take. Staff will advise the committee about the implications of each on a case-by-case basis.

Approval by League Board Needed for All Committee Recommendations

All committee actions are recommendations to the Board, which has the final say on all positions. Under no circumstances are individual committee members or the committee itself authorized to speak on behalf of Cal Cities. When a committee action is supported by a large majority (e.g., 32 to 3), the recommendation is placed on the Board's consent calendar. When the committee vote is split (e.g., 15-13), the item will be presented as an action item for the Board's discussion. Staff will also provide information about the reasons behind the committee's recommendation to the Board.

Often, the Board adopts the recommendation of the policy committee. When the Board adopts a different position, staff will notify the committee members of the reason for the different position. This likely will be done in the next regular communication with the committee.

Some issues cut across more than one committee. When this occurs, staff will coordinate and bring a bill to more than one committee for review and recommendation. The recommendations are then forwarded to the Board and if there is a different recommendation, the Board resolves the difference.

Role of the Committee Chair

The chair's role is to balance the often-competing needs of the membership to have a full and thoughtful discussion on the issues. The chair may limit debate, either in the number of speakers or the amount of time each speaker has, in order to ensure that we can move ahead on our agenda and cover the items included. We ask that when you make comments on issues before the committee that you be brief and concise and that you not repeat what has already been stated. Also, if you have already spoken on an issue, the chair may ask you to hold your comments until after new speakers are able to share their comments.

Committee Schedule and Process

Committees generally meet three times a year with the potential for an abbreviated virtual meeting prior to the Cal Cities Annual Conference to review resolutions, if any are assigned to it.

Agendas/Disseminating Information

An agenda packet is emailed about one week before a meeting. Highlights that summarize committee actions are prepared by staff and emailed to committee members approximately two weeks after the meetings.

We encourage you to visit the [Cal Cities website](#). In addition to containing committee materials, the website contains information on Cal Cities priorities and a link to track individual bills and Cal Cities position on them. You should also subscribe to the Cal Cities electronic newsletter [Cal Cities Advocate](#).

How to Get an Item on the Agenda

Staff prepares background material in advance of the meeting and prepares the agenda in consultation with the Chair and Vice Chair. If you wish to have the committee discuss an item, contact staff well in advance of the meeting to determine the feasibility of including it on the agenda. This will allow staff time to prepare the appropriate background material. Because of time constraints and a full work program before the committee, it may not always be possible to respond to such requests.

Issues Should Have Statewide Impact

Although committee members may represent divisions, departments, and caucuses, all should be mindful that Cal Cities must address issues of statewide impact and interest. Thus, while an issue or bill may be of interest to a particular city or region, if it does not have broader, statewide implications, Cal Cities likely will not engage in that policy

discussion or take a position. This should be considered in requesting an item for discussion.

Brown Act and Roberts Rules of Order

Cal Cities complies with the spirit of the Brown Act. Thus, when the committee discusses items not already on the agenda (e.g., supplemental legislative agenda), the Chair will ask for a vote of approval to add that item to the agenda. Cal Cities also follows Roberts Rules of Order and provides a brief overview of key procedural steps in Roberts Rules as they apply to committees.

Staffing for Committee

Each committee has a staff lobbyist assigned to it. This individual is your main point of contact for logistics or questions about the agenda and provides information on legislation during the committee meeting.

Cal Cities Partners and Other Guests

Cal Cities Partners have a non-voting representative assigned to each policy committee and are seated at the table with other committee members. In addition, city officials, other members of Cal Cities Partners Program, and interested members of the public are welcome to attend the meetings. We provide an opportunity for Cal Cities Partners and other members of the public to offer comment on items before the committee during the designated public comment period on the agenda.

Parliamentary Procedure Basics for Policy Committees

(adapted from Robert's Rules of Order Newly Revised¹)

Note: This document is designed to provide practical examples of common procedural matters encountered. It strives to provide guidance to foster productive and efficient meetings; it is not meant to be an exhaustive or comprehensive discussion of Robert's Rules. As always, it is the role and discretion of the chair to provide helpful guidance to individuals that may digress from the appropriate form and substance related to the conduct of meetings and the presentation of motions and other procedural matters set forth below.

I. **COMMON MOTIONS**

1. **Main Motions**

Purpose: To introduce items to the committee for their consideration.

Example: "I move to support AB 123."

2. **Motion to Amend**

Purpose: Retains the main motion under discussion but changes it in some way. *Example:* "I move to amend the (presented main) motion to support AB 123 if amended."

2a. "Friendly" Amendments

Purpose: To offer an amendment to the main motion that is still supportive of the main motion.

Example: If there is currently a motion to support AB 123 on the floor and a committee member makes a "friendly" amendment to support AB 123 and also request that staff report back after contacting the sponsor for clarification on specific language.

Note: This is commonly mishandled procedurally. Often the individual that seeks to offer the "friendly" amendment will inquire if the maker of the original motion will "accept" the amendment, and if so the chair will treat the motion as amended. This is not the proper way to handle such an amendment. It is not the discretion of the mover of the original motion (or the chair) to accept or decline the amendment, rather it must be adopted by the committee.

If it appears to the chair that an amendment (or any other motion) is uncontroversial, it is proper for the chair to ask if there is "any objection" to adopting the amendment. If no objection is made, the chair may declare the amendment adopted. If even one member objects, however, the amendment is subject to debate and vote like any other, regardless of whether its proposer calls it "friendly" and regardless of whether the maker of the original motion endorses its adoption.

3. Substitute Motion

Purpose: Removes the motion under discussion and replaces it with a new motion.

Example: When there is a main motion on the floor to support a bill, a substitute motion would be, "I move a substitute motion that the committee oppose AB 123."

Addressing Multiple Motions

The following examples provide guidance relating to how multiple motions are handled, and the impact failed substitute motions have on original (main motions) and any proposed amendments. The last motion presented should be considered first.

Note: Substitute motions commonly occur during meetings, yet Robert's Rules does not make a distinction between motions to amend and substitute motions. However, motions to amend must be considered prior to a main motion. Because the use of "substitute" motions is fairly widespread, the label as it is reflected in practice is used in the examples below. Rosenberg's Rules of Order do reference substitute motions and their impact is also reflected below.

Example 1

Committee Member 1: "I move that we support AB 123."

Committee Member 2: "I move that we support AB 123, if

amended." *Committee Member 3:* "I move a substitute motion that we oppose AB 123."

Characterizing the Motions:

In the above example:

Committee Member 1 has made a (main) motion.

Committee Member 2 has made an *amendment* to Committee Member 1's motion. Committee Member 3 has made a *substitute* motion to Committee Member 1's motion.

Order for Consideration and the Possible Outcomes

Committee Member 3's motion is considered first. If Committee Member 3's motion *fails*, Committee Member 2's motion will be considered next. If Committee Member 2's motion *fails*, Committee Member 1's motion will be considered. If Committee Member 2's motion *passes*, there is no need to consider Committee Member 1's motion.

If Committee Member 3's motion *passes*, there is no need to consider Committee Member 1's motions because Committee Member 3's motion replaces Committee Member 1's original motion. There is also no need to consider Committee Member 2's motion since it is an amendment to Committee Member 1's motion that has been replaced by Committee Member 3's substitute motion.

Example 2

Committee Member 1: "I move that we support AB 123."

Committee Member 2: "I move a substitute motion that we oppose AB

123." Committee Member 3: "I move that we oppose AB 123 unless amended."

Characterizing the Motions

In the above example:

Committee Member 1 has made a (main) motion.

Committee Member 2 has made a substitute motion to Committee Member 1's motion. Committee Member 3 has made an amendment to Committee Member 2's substitute motion (sometimes referred to as a substitute to a substitute motion).

Reviewing the Possible Outcomes

Committee Member 3's motion should be considered first. If the motion *fails*, Committee Member 2's motion is considered.

If Committee Member 2's motion *passes*, it is not necessary to consider Committee Member 1's motion because Committee Member 2's motion substitutes for it.

If Committee Member 3's motion *fails*, Committee Member 2's motion is considered. If Committee Member 2's motion *fails*, the substitute motion for Committee Member 1's motion fails, and Committee Member 1's motion is considered.

If Committee Member 3's motion *passes*, it is not necessary to consider Committee Member 1's motion because Committee Member 3's motion substitutes for it.

Example 3

Committee Member 1: "I move that we support AB 123."

Committee Member 2: "I move a substitute motion that we oppose AB 123." Committee Member 3: "I move a substitute to the substitute

motion that we take no position on AB 123."

Characterizing the Motions

In the above example:

Committee Member 1 has made a (main) motion.

Committee Member 2 has made a substitute motion to Committee

Member 1's motion Committee Member 3 has attempted to make a substitute to Committee Member 2's substitute motion (sometimes referred to as a substitute to a substitute motion).

Reviewing the Possible Outcomes

While procedurally permissible, in an effort to avoid confusion

Committee Member 3's motion should *not* be entertained by the chair until Committee Member 1 and Committee Member 2's motions have been discussed and voted upon.

Committee Member 2's motion should be considered first. If the motion *fails* Committee Member 1's motion is considered. If Committee Member 1's motion *fails*, then Committee Member 3's may make the motion to "take no position on AB 123."

If Committee Member 2's motion *passes*, it is not necessary to consider Committee Member 1's motion because Committee Member 2's motion substitutes for it.

4. Motion to Withdraw

Purpose: To withdraw an item from discussion.

Making the Motion to Reconsider: Only the individual that made the initial motion can make a motion to withdraw an item from discussion. The individual may interrupt a speaker (after being recognized by the chair) to withdraw the motion under discussion at any time.

Note: This type of motion typically occurs following some debate by the committee that may provide additional information that influences the mover to reconsider continued debate on the original motion presented. Another member may subsequently make the same motion after it has been properly withdrawn.

Example: "Madame Chair, I move to withdraw my motion to support AB 123."

5. Motion to Reconsider

Purpose: To revisit discussion of an issue.

Making the Motion to Reconsider: A motion to reconsider must be made by an individual that previously voted in the majority of the

original motion. A motion to reconsider made by an individual that previously voted in the minority must be characterized as out of order.

Timing: A motion to reconsider must be made at the same meeting where the original motion was discussed, or the next meeting of the body. Motions for reconsideration following the next meeting are out of order.

Example: "I move to reconsider the committee's position to support AB 123."

6. Motion to Table

Purpose: This motion is often used in the attempt to "kill" a motion by setting it aside. The option is always present, however, to "take from the table," for reconsideration by the committee.

Note: This type of motion should be reserved to temporarily set an item aside if agreed upon by a majority of the committee to take up an item of immediate urgency.

However, in practice it is sometimes used as an option to end debate and prevent a vote, and not typically to take up an item of immediate urgency. This is technically improper procedure (or out of order) under Robert's Rules.

Example: "I move that the committee table the motion to support AB 123."

7. Call for the Question

Purpose: To refocus the committee on the agenda in the event there is sentiment that the discussion has drifted. The individual seeking to end debate must first be recognized by the Chair, make the motion and the motion must receive a second. The motion must be adopted by a 2/3 vote or unanimous consent.

Example: "I move the previous question."

8. Motion to Appeal

Purpose: To appeal a ruling made by the chair. A committee member may move to appeal a ruling by the Chair, but it must be seconded and receive a majority vote to be reversed.

Example: "I move to appeal the Chair's ruling that the committee approved support of AB 123."

II. OTHER ITEMS

1. Point of Privilege

Purpose: To draw attention to an item that interferes with the comfort of the meeting.

Example:

Committee Member: "Point of privilege." *Chair:* "State your point."

Committee Member: "Madame Chair, may we inform the hotel staff that the room is uncomfortably hot and request that the air conditioning be adjusted."

2. Point of Order

Purpose: To draw attention to inappropriate conduct at the meeting.

Example:

Committee Member: "Point of order." *Chair:* "State your point."

Committee Member: "Madame Chair, the motion was approved without opportunity for debate."

3. Public Comment

In the spirit of the Brown Act an opportunity for public comment is included on all agendas. The chair should exercise discretion in determining the appropriateness and extent of public comment during committee meetings setting reasonable limits as needed.

III. HOW TO PRESENT A MOTION

1. Obtain the floor by raising your voting card and wait to be recognized by the chair.
2. Make your motion.
 - a. Always state a motion affirmatively. For example, "I move that we support AB 123..." rather than, "I move that we do not take a position ...".
 - b. Avoid comments unrelated to the subject of the motion.
 - c. Avoid making any arguments supporting your motion at this time, simply state the motion.
3. Wait for someone to second your motion.
4. If there is no second to your motion it is lost and no vote will be taken by the committee.
5. If there is a second to your motion the chair should re-state the motion.
 - a. The chair will say, "it has been moved and seconded that we ..." This places the motion before the committee for consideration and action.

- b. The committee then either debates the motion or may move directly to a vote.
 - c. Once a motion is presented to the committee by the chair it becomes "committee property," and cannot be changed by the maker of the motion without the consent of the committee.
- 6. At this point the individual making the initial motion (the mover) may elect to expand on the motion. For example, this would be the appropriate time for the mover to present an argument in support of the motion.
- 7. The chair should always recognize the mover first.
 - a. All comments and debate must be directed to the chair.
 - b. Keep to the time limit (if any) for speaking that has been established.
 - c. The mover may speak again only after other speakers are finished, unless called upon by the chair.
- 8. Putting the Question to the Committee
 - a. The chair asks, "Are you ready to vote on the question?"
 - b. If there is no more discussion, a vote is taken on the motion.
 - c. If the motion passes, the committee moves on to the next item on the agenda.
 - d. If the motion fails, and no other motion is on the floor, then a new motion is in order.

Note: If a motion to support AB 123 fails, this does not mean that there is opposition to AB 123 by default. A separate motion to oppose AB 123 or some other formal motion must be made and voted on by the committee.

IV. VOTING ON A MOTION

1. Voting is Conducted by Voice

The chair asks those in favor to say, "aye," those opposed to say "no." If the outcome is unclear by voice, a hand vote may be taken. Any member may move for an exact count. Following the vote, the chair should announce the outcome.