

City Government

The City of Victorville is a Charter City that operates with a City Council-City Manager form 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.

The City Council appoints the City Manager who administers the daily operations of city government. The City Council also appoints a City Attorney who is responsible for advising the City Council on legal issues affecting the City of Victorville.

Meetings, Schedules and Agendas

City Council Meetings are held on the first and third Tuesday of each month at 6:00 p.m. Closed Sessions are routinely scheduled prior to the regular meeting. Special meetings and workshops may be called as necessary. Refer to the City's website, www.ci.victorville.ca.us for meeting schedules.

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

Addressing the City Council

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.

Assistance / Accommodation

The City Clerk's office is available to help citizens complete speaker cards, 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 Disabilities Act, if you need special assistance to participate in City Council meetings, please contact the City Clerk's office at (760) 955-5188, 72 hours prior to the meeting to enable the City to make reasonable arrangements to ensure accessibility.



**CITY OF
VICTORVILLE**
14343 Civic Drive
Victorville, CA 92392



CITY OF VICTORVILLE

A Citizen's Guide to City Council Meetings

**Council Chambers
14343 Civic Drive
Victorville, CA 92392**

www.ci.victorville.ca.us

**City Clerk's Office
(760) 955-5188**

Victorville City Council

Welcome to the City of Victorville 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, to 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 amendments to 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, the ordinance is then adopted at the second meeting and, unless determined urgent, becomes effective 30 days after adoption.
- **RESOLUTIONS** are decisions, or actions by the City Council that do not enact laws, amend the Municipal Code or other City laws.
- **MOTIONS** are 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 ANNOUNCEMENTS**, the City Attorney reports actions taken by the City Council in Closed Session in accordance with the Brown Act.

Under **PRESENTATIONS**, the City Council recognizes people or organizations who have contributed to the betterment of the City of Victorville.

Under **APPEAL HEARINGS**, the City Council hears the appeal of any person, firm or corporation or by any office, department, board or bureau affected by a decision of the Planning Commission.

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/or the proponent or applicant involved in the matter under discussion. Following questions from the Council Members, the Mayor will ask for public testimony.

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 any items for discussion. City Council Members verbally request items be removed and members of the public may submit a speaker card 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.

WRITTEN COMMUNICATIONS covers those items that do not require a Public Hearing but do require City Council discussion, action or direction to staff.

CITY MANAGER/CITY COUNCIL REPORTS are announcements from the City Manager and City Council Members concerning items of interest to the City Council and the public.

PUBLIC COMMENT provides the public with an opportunity to address the Council on any subject matter that is within the jurisdiction of the City Council and that does not appear as a regular agenda item. The City Council is not permitted (by law) to take any action on issues raised during the Public Comment period, but it may refer matters to the staff for response or official action at a future date.

ADJOURNMENT closes the meeting.



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 at www.ci.victorville.ca.us