



Kriss Worthington

Councilmember, City of Berkeley, District 7
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ACTION CALENDAR

April 28, 2015

To: Honorable Mayor and Members of the City Council
 From: Councilmember Kriss Worthington

Subject: City Manager Referral: Allow Public Comment to be Submitted Online

RECOMMENDATION

Refer to the City Manager to allow public comments to be submitted through an online form to be included in every agenda packet.

BACKGROUND

Currently, City of Berkeley Council Rules of Procedure and Order, Article IV, section B, subsection D, allows constituents to submit a communication in absence of public comment fifteen days prior to the city council meeting by 5:00 PM for distribution as part of the Council agenda packet. As the Council finds additional and unique ways to include comments by its residents the Council should consider following the City of Shoreline's model to add an online form to the website which would allow people to comment on council items without needing to be present at the council meeting. The same procedures that govern written communications to council would still apply. The form, similarly to Attachment 1 of this item, would allow residents to select their district of residence so that council members can take note of the comments from their district and use those comments to guide their discussion points and better represent their constituents.

By ensuring that residents are able to give a voice to matters that concern them, we will be upholding Berkeley's tradition of prioritizing inclusiveness and allowing more accessibility for people who cannot otherwise be physically present.

More information:

<http://www.cityofshoreline.com/government/shoreline-city-council/comment-on-agenda-items>

FINANCIAL IMPLICATIONS:

Minimal – cost of staff hours to implement the platform on City's website.

ENVIROMENTAL SUSTAINABILITY:

Saves paper used for public comments.

CONTACT PERSON

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Attachments:

1: City of Shoreline Comment on Agenda Items Form

Comment on Council Meeting Agenda Items

The Shoreline City Council values community input and looks forward to hearing from you on agenda items.

If your comments are submitted before 4:00 p.m. on the day of the City Council meeting, your comments will be distributed to the City Council and appropriate staff prior to the Council meeting that evening as well as posted on the City's website under [public comment](#) in the Document Library.

Comments regarding a quasi-judicial (closed record) item will not be distributed as the Council must only review the official record.

NOTICE OF DISCLOSURE

The City of Shoreline will enter all comments received into the public record and may make these comments, and any attachments or other supporting materials, available unchanged, including any business or personal information (name, email address, phone, etc.) that you provide available for public review. This information may be released on the City's website. Comments received are part of the public record and subject to disclosure under the Public Records Act, RCW 42.56. Do not include any information in your comment or supporting materials that you do not wish to be made public, including name and contact information.

Please submit your comments by filling out the form below.

1. **Name (Required): ***

2. **City of Residence (required): ***

3. Neighborhood

- (Select and Answer)
- Ballinger
- Briarcrest
- Echo Lake
- Highlands
- Highland Terrace
- Hillwood
- Innis Arden
- Meridian Park
- North City
- Parkwood
- Richmond Beach
- Richmond Highlands
- Ridgecrest
- Westminster
- Don't Know
- Not Applicable

4. **Email**

5. **Agenda Date (required): ***

6. **Agenda Item:**

7. **Comments:**

8. **Position:**

- Support
- Oppose
- Neutral

To receive a copy of your submission, please fill out your email address below and submit.

Email Address

SUBMIT

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