



# City of Corona

400 S. Vicentia Ave.  
Corona, CA 92882

## Staff Report

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**File #:** 21-1111

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### **REQUEST FOR CITY COUNCIL ACTION**

**DATE:** 12/01/2021

**TO:** Honorable Mayor and City Council Members

**FROM:** City Manager's Office

**SUBJECT:** Public Meeting Safety & Participation Protocols

#### **EXECUTIVE SUMMARY:**

Due to increasing instances of disorder, contention, and hostile encounters in public meetings across the country and locally, a Safety and Participation Protocols Policy is proposed to ensure residents, staff and elected officials can participate in community meetings in a safe and orderly environment. This policy promotes mutual respect, civility, and orderly conduct among City employees, elected officials, and the public.

#### **RECOMMENDED ACTION:**

**That the City Council** adopt Administrative Policy (No. 07400.009) Brown Act Meeting Safety and Participation Protocols.

#### **BACKGROUND & HISTORY:**

Cities across the United States have seen an increase of instances of disorder, contention, and hostile encounters public meetings. While the City of Corona has, gratefully, been spared the worst of these incidents, it is nonetheless prudent to be prepared for such events and have a policy in place. This policy does not deprive any person of their right to freedom of expression; rather it supports and promotes a safe, constructive and non-threatening environment for residents, staff and elected officials to participate in public meetings.

#### **ANALYSIS:**

Staff have drafted the proposed administrative policy outlining fire, active shooter, and meeting disruption procedures applicable to all City meetings covered by the Brown Act. This policy promotes mutual respect, civility, and orderly conduct among City employees, elected officials, and the public. The policy encourages everyone to treat each other courteously, listen to others respectfully, exercise self-control, give open-minded consideration to all viewpoints, focus on the issues, avoid personalizing debates, and embrace an inclusive public process.

In addition, the policy provides protocols in the event of a fire, active shooter, as well as in the event the meeting can't proceed due to disruptive participants. The policy also clarifies what the City can and cannot do when it comes to lawfully regulating public participation.

**FINANCIAL IMPACT:**

No financial impact.

**ENVIRONMENTAL ANALYSIS:**

No environmental review is required because the proposed action is not a project governed by the California Environmental Quality Act.

**PREPARED BY:** DENZEL MAXWELL, ASSISTANT TO THE CITY MANAGER

**REVIEWED BY:** ROGER BRADLEY, ASSISTANT CITY MANAGER

**Attachments:**

1. Proposed Administrative Policy (No. 07400.009) Brown Act Meeting Safety and Participation Protocols.
2. Corona Municipal Code 2.12.020 Decorum