


**CITY OF CARSON
COUNCIL POLICY & PROCEDURE**

NUMBER: 1.02.03

SUBJECT

SEATING ON THE DAIS

ORIGINAL ISSUE:

9/1/09

EFFECTIVE:

9/2/2009

CURRENT ISSUE:

2/20/2024

EFFECTIVE:

2/20/2024

ORIGINATING DEPARTMENT

CITY MANAGER'S OFFICE

SUPERCEDES:

CCP 1.02.03 dated 3/27/2019, CCP 1.02.03 dated 9/17/15,
SMP 1.64 dated 9/1/09

I. PURPOSE AND SCOPE

The purpose of this City Council policy is to set the procedure for seating assignments on the dais and any photography or videography for the Mayor and City Council.

II. GENERAL

When looking at the dais from the public podium, the Council seats will be considered numbered from left to right, numbers one through five. Designated seat numbers are determined for the Mayor and Mayor Pro Tem. The Mayor will always sit in seat number three. The Mayor Pro Tem will choose between seat number two or seat number four.

- III.** For any photography or videography of the City Council, each member of the City Council shall stand in the same order of his or her seating assignment on the dais. In the event that any member of the City Council is absent, the Mayor shall occupy the middle/primary space. If the Mayor is absent, the Mayor Pro Tem shall occupy the middle/primary space.

IV. PROCEDURE

Seat numbers one, two, four, and five will be decided on by the City Council every two years, in the month of January, every time the City Council selects the Mayor Pro Tem by a majority vote of the Council. This is consistent with Section 302(C) of the City Charter.

V. EXCEPTION

There shall be no exceptions to this policy unless through direct instructions of the City Council at a public meeting in compliance with all notice and agenda requirements of the Ralph M. Brown Act.

VI. BY THE AUTHORITY OF THE CITY COUNCIL, AS APPROVED ON

February 20, 2024

Date

Agenda Item No.