

Glossary of City Council Agenda Terms

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1. Council President: A member of the City Council and the presiding officer over City Council meetings.
2. City Clerk: An independent City official responsible for maintaining the official records of the Council meetings and assisting with meeting management.
3. Roll Call: A method of taking attendance during a meeting where each member is called by name, and they respond to indicate their presence.
4. Minutes: A written record of action of what happened during a meeting.
5. Consent Agenda: A list of routine items that are grouped together for approval with minimal discussion unless a Councilmember requests to remove an item for separate consideration.
6. Proclamation: A public statement issued by the City Council to commemorate or recognize a significant event, achievement, or individual.
7. Non-Agenda Public Comment: A period during a meeting where members of the public can speak about topics not listed on the meeting agenda.
8. Ordinance: A formal law or regulation enacted by the City Council.
9. Resolution: A less formal decision by the City Council to express its opinion or take action on a particular matter.
10. Adjournment in Memory: A formal acknowledgment at the end of a meeting to honor someone who has passed away recently.
11. Adjourn: To officially end a meeting or session, after completing the agenda items or reaching a designated stopping point.

Have another word you would like to add? Let us know at cityclerk@sandiego.gov!