



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: MARCH 12, 2024

FROM: CITY CLERK WARDS: ALL
CITY ATTORNEY

SUBJECT: AMEND RIVERSIDE MUNICIPAL CODE CHAPTER 2.04 TO AMEND CITY COUNCIL MEETING FREQUENCY - ORDINANCE

ISSUE:

Amend Riverside Municipal Code Section 2.04.010 to provide for City Council regular meetings on the first four Tuesdays of each month, except that no City Council meeting on the fifth Tuesday of the month, City Council meetings only on the first and third Tuesdays of July, August, and September, and City Council meetings only on the second, third, and fourth Tuesdays for the months of April, June, and October, and afternoon sessions starting at 1:00 p.m. or 3 p.m. Evening sessions will continue to start at the approximate hour of 6:15 p.m.

RECOMMENDATION:

That the City Council introduce and subsequently adopt an ordinance amending Section 2.04.010 of the Riverside Municipal Code to update the regular meeting schedule of the City Council to regular meetings on the first four Tuesdays of each month, except that no City Council meeting on the fifth Tuesday of the month, City Council meetings only on the first and third Tuesdays of July, August, and September, and City Council meetings only on the second, third, and fourth Tuesdays for the months of April, June, and October, and afternoon sessions starting at 1:00 p.m. or 3 p.m., with evening sessions continuing to start at the approximate hour of 6:15 p.m.

DISCUSSION:

On January 16, 2024, the City Council adopted Resolution No. 24076 establishing Rules of Procedure and Order of Business including the City Council meeting schedule with regular meetings on the first four Tuesdays of each month, no City Council meeting on the fifth Tuesday of the month, City Council meetings on the first and third Tuesdays of July, August, and September, and City Council meetings on the second, third, and fourth Tuesdays for the months of April, June, and October, afternoon sessions starting at 1:00 p.m. or 3 p.m., and evening sessions starting at the approximate hour of 6:15 p.m..

The ordinance amending Riverside Municipal Code Section 2.04.010 is in accordance with Resolution No. 24076 amending the City Council Rules of Procedure and Order of Business to reflect the revised meeting schedule.

STRATEGIC PLAN ALIGNMENT:

This item contributes to Strategic Priority No. 5 High Performing Government and Goal 5.2 – Utilize technology, data, and process improvement strategies to increase efficiencies, guide decision making, and ensure services are accessible and distributed equitably throughout all geographic areas of the City.

The item aligns with each of the five Cross-Cutting Threads as follows:

1. Community Trust – This item builds community trust by aligning the Riverside Municipal Code with City Council process and procedure and providing transparency in municipal operations.
2. Equity – The regular meeting schedule outlined in the Riverside Municipal Code and in the City Council Rules of Procedure and Order of Business, ensures the City Council operate in a manner that is equitable and consistent to all City of Riverside residents.
3. Fiscal Responsibility – This item ensures fiscal responsibility of City resources by outlining City Council meeting schedule.
4. Innovation – Riverside is committed to meeting community needs in a changing environment by reviewing and introducing better business practices to improve operational efficiencies.
5. Sustainability & Resiliency – This item ensures sustainability through ongoing evaluation of City Council Rules of Procedure and Order of Business to allow for adaptation to meet the changing needs of the community.

FISCAL IMPACT:

There is no fiscal impact associated with this report.

Prepared by: Donesia Gause, City Clerk
Phaedra A. Norton, City Attorney
Approved as to form: Phaedra A. Norton, City Attorney

Attachment: Ordinance