



## CITY COUNCIL MEETING FREQUENCY - UPDATE

City Council- Office of Council Member Jim Perry,  
Ward 6

City Council  
June 2, 2020

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## BACKGROUND

- On April 9, 2019, City Council presented and introduced an ordinance amending Section 2.01.010 of the Riverside Municipal Code setting regular City Council Meetings.
- Pursuant to the ordinance, City Council meetings will be scheduled for the 1st and 3rd Tuesday of each calendar month on a yearly basis. Afternoon session times will be at the discretion of the Agenda Conference members. Evening session start times will commence at 6:15 pm.
- Further, no City Council meetings will be held on the Tuesday after a Monday City holiday.



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## BACKGROUND

- On April 23<sup>rd</sup>, the adoption of the ordinance was pulled from the consent calendar for further discussion.
- Following further discussion, the City Council adopted Ordinance No. 7464 amending Section 2.04.010 of the Riverside Municipal Code revising the meeting schedule of the City Council reducing regular meetings from Four (4) per month to the first and third Tuesdays of each month with no meeting held on any Tuesday immediately following a City observed holiday occurring on a Monday.



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## DISCUSSION

- The chart below indicates the amount of times we have met between May 2019 (when the ordinance went into effect) and April 2020:

Meeting Name	# of Meetings
<b>Regular City Council Meetings</b>	<b>27</b>
<b>Special City Council Meetings</b>	<b>7</b>
Regular Community Services and Youth Committee Meetings	10
Regular Development Committee Meetings	7
Regular Finance Committee Meetings	9
Special Finance Committee Meetings	2
Regular Government Affairs Committee Meetings	6
Mayor's Nominating and Screening Committee	3
Regular Public Safety Committee Meetings	10
Special Public Safety Committee Meetings	1
Regular Transportation Committee Meetings	5
Regular Utility Services/Land Use/Energy Development Committee Meetings	6
<b>TOTAL:</b>	<b>93</b>



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## DISCUSSION

- There are Pros/Cons to the current meeting schedule.
- The following slides provide options for the potential schedule, frequency and conduct of future City Council meetings.
- Some options allow more accessibility to the City Council and City staff.
- It is requested that the City Council consider the options provided, or discuss options of their own, and provide direction to staff on what would work best for the City Council and the residents of the City of Riverside.



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## OPTION 1

- City Council meetings will continue to be scheduled for the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of each calendar month on a yearly basis.
- No City Council meetings will be held on the Tuesday following a Monday city holiday.
- City Council meetings scheduled for the months of July and August will continue to be held on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday.



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## OPTION 2

- City Council meetings will be scheduled for each Tuesday of the month.
- No City Council meetings will be scheduled on the 5th Tuesday of the month.
- No City Council meetings will be held on the Tuesday following a Monday city holiday.
- City Council meetings scheduled for the month of July and August will continue to meet on the 1st and 3rd Tuesday.
- Individual City Council meetings lacking agenda items can be cancelled.



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## OPTION 3

- Same as Option 2, except the 3<sup>rd</sup> meeting of each month will be reserved for a City Council workshop and study sessions.



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## OTHER CONSIDERATIONS

- Restricting Council/Mayor presentations and recognitions to once per quarter.
- Limit each item on the presentation portion of the agenda to a maximum of 5 minutes.
- Institute hard stop times for evening meetings.



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## RECOMMENDATIONS

That the City Council:

1. Receive and file this update on City Council meeting frequency; and
2. Consider meeting schedule, frequency, and other logistical options for future City Council meetings and provide direction to staff.



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