

CITY COUNCIL MEETING FREQUENCY - UPDATE

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

City Council August 18, 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, 2019 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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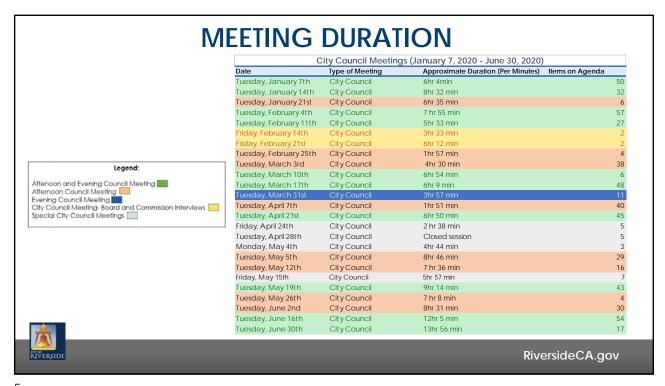
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DISCUSSION

- There are Pros/Cons to the current meeting schedule.
- The following slides highlight the length of recent City Council Meetings as well as
 options discussed at committee for the potential schedule, frequency and conduct of
 future City Council meetings.
- It is important to take into consideration the amount of time staff and the City Clerks office dedicate in preparing the meeting material.
- Some options allow more accessibility to the City Council, City staff and participation in local government.
- Prior to the change in 2019, it was common for meetings to adjourn around 7:30 pm.
- More frequently, special meetings have been scheduled and it has become common practice to add agenda items the Friday prior to the Tuesday Council meeting.
- As a result, it is requested that the City Council consider the recommendation, 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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DISCUSSION

 The following slides highlight the options discussed at the Safety, Wellness and Youth Committee for the potential schedule, frequency and conduct of future City Council meetings.

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OPTION 1

- City Council meetings will continue to be scheduled for the 1st and 3rd 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 1st and 3rd 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 3rd meeting of each month will be reserved for a City Council workshop and study sessions.



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OTHER CONSIDERATIONS

- Limit Mayor/Council Member communications to 3 minutes.
 - Applies to the report on conferences, seminars, Ward updates, and announcement section of the meeting.
- Limit each item on the presentation portion of the agenda to a maximum of 5 minutes.
 - Applies to the community presentation portion of the meeting following Mayor/Council Communications.
- Institute hard stop times for evening meetings.
- All evening Council meetings will continue to start at 6:15 pm.
- Afternoon session start times will continue to be at the discretion of the Agenda Conference members.



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RECOMMENDATIONS

That the City Council approve:

- 1. City Council meetings will be scheduled for each Tuesday of the month; and
- 2. No City Council meetings will be scheduled on the 5th Tuesday of the month; and
- 3. City Council meetings scheduled for the months of July, August and September will meet on the 1st and 3rd Tuesday; and
- 4. Afternoon meetings will begin at 1:00 pm; and
- 5. Individual City Council meetings lacking agenda items can be cancelled.
- 6. If approved, the changes will go into effect 30 days after this discussion.

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