

**City of Culver City, California
Agenda Item Report**

Meeting Date: 01/28/2013		Item Number: A-6	
CITY COUNCIL AGENDA ITEM: Discussion of the Regular Meeting Dates of the City Council			
Contact Person/Dept.: Martin R. Cole/City Manager's Office		Phone Number:(310) 253-6000	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☐		Action Item: ☒	Attachments: ☐
Commission Action Required: Yes ☐ No ☒		Date: _____	
Public Notification: (E-Mail) Agenda and Meetings – City Council (01/23/13)			
Department Approval: Martin R. Cole (01/22/13)		City Attorney Approval: Carol A. Schwab (by H. Baker) (01/22/13)	
Chief Financial Officer Approval: Jeff Muir (by M. Noller) (01/23/13)		City Manager Approval: John M. Nachbar (01/23/13)	
<u>RECOMMENDATION:</u> Staff recommends the City Council consider the Regular Meeting dates of the City Council and, if desired, direct the City Manager as deemed appropriate. <u>BACKGROUND:</u> Since the passage of Measure V (the New City Charter) by Culver City voters in 2006, the City has undergone some significant changes in both its operational model and its finances. The New City Charter was proposed, in part, to increase efficiency in the City's governmental operations. And, the economic downturn experienced worldwide since 2008, coupled with the State's dissolution of redevelopment agencies throughout the state, has required the City to constantly review its operations and implement improvements to increase efficiency and spend the people's money as wisely as possible while continuing to provide a high level of service to the Culver City community. Until approximately 2008, the City Council met on the second and fourth Mondays of each month. The Redevelopment Agency Board (comprised of the Members of the City Council) met on the first and third Mondays of each month. When necessary (which was often), both bodies met on Mondays which lead to holding a City Council meeting almost every Monday. Beginning in 2009, the City Council and Redevelopment Agency Board began to meet less frequently, often driven by a lesser number of items requiring City Council and/or Agency Board action. Also, as the City Council-City Manager form of government matures in Culver City, items that are of an administrative nature that, under the Chief Administrative Officer form of government, needed City Council			

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action, are now handled by the City Manager or other staff. With the dissolution of the Culver City Redevelopment Agency on February 1, 2012, as part of the State of California's dissolution of all redevelopment agencies throughout the State, the Agency Board has been replaced by a Successor Agency which has the responsibility of winding down the affairs of the former Culver City Redevelopment Agency. All of the above have led to fewer items that require City Council action when compared with prior years.

Currently, Section 3.01.100 of the Culver City Municipal Code provides that the City Council's regular meetings shall be on the second and fourth Mondays of each month. Should the City Council wish to alter this schedule, then an Ordinance would need to be prepared to reflect the City Council's desired meeting schedule. Depending on the direction in which the City Council would like to proceed, such an Ordinance could be prepared such that the Regular Meetings could be as determined by Resolution of the City Council. In that case, a proposed resolution would also need to be prepared for the City Council's consideration.

DISCUSSION:

Over the last two years (and especially since the dissolution of redevelopment agencies in February 2012), the City Council has been holding three meetings per month, two "Regular Meetings" and one "Special Meeting." Sometimes, the first meeting of the month (the Special Meeting) had fewer items on the agenda. And, in some cases, there were insufficient items needing City Council action and the meeting was cancelled.

Based upon this experience, staff requests the City Council consider altering its Regular Meeting schedule to more efficiently allocate resources dedicated to meeting preparation. Staff recommends this discussion because of the following important points:

(1) Staff Resources Have Been Reduced: The number of staff positions has been reduced with nearly 80 positions being eliminated Citywide to address the reduction in City revenues resulting from the economic downturn. While the significant support provided by the voters' strong approval of Measure Y will allow the City to generally maintain its current staffing levels, fiscal realities do not allow the City to increase its staffing at this time.

(2) Holding Fewer Regular Meetings Allows for More Substantive Meeting Agendas: In a scenario where the City Council meetings are held in one week and meeting preparation is completed in a second week, staff is better able to prepare items for the City Council consideration, provide follow-up more rapidly to items acted upon by the City Council, and provide more accurate public notice of items scheduled for future meetings.

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(3) Having a Regular Meeting Cycle Provides Consistent Opportunity for the Public to Plan to Attend Meetings of Interest: Having a predictable schedule when Regular City Council meetings are held can be beneficial to members of the public in the case they wish to address the City Council on items not on the agenda or in planning their schedule to provide input on items appearing on the agenda.

(4) Additional Meetings are an Option: Should the City Council determine to alter its Regular Meeting schedule, when needed, additional meetings can be scheduled.

Should the City Council determine to discuss altering its Regular Meeting schedule, following are several options for consideration (presented in no particular order):

- (1) Designate a certain number of "Mondays" as Regular Meeting dates: For example, the first and third Mondays...or the second and fourth Mondays;
- (2) Designate "the Monday after a Friday when City Hall is open (or closed);"
- (3) The City Council could consider meeting on another day of the week (however, that would often necessitate changing the standing meeting dates of City Commission(s) and/or Committees).

Should the City Council desire to implement a revised City Council meeting schedule, then staff will return to City Council with any necessary Ordinance or Resolution, as applicable, to implement Council's direction.

FISCAL ANALYSIS:

Any fiscal impact would depend on any changes the City Council would like to implement. Should the City Council determine to alter the City Council Regular Meeting schedule and direct the City Manager to return with appropriate follow-up items, that staff report would contain a more detailed fiscal analysis.

ATTACHMENTS:

None.

MOTIONS:

That the City Council:

Consider the schedule for Regular Meetings of the City Council and direct the City Manager as deemed appropriate.