

MEETING DATE: May 23, 2011

AGENDA ITEM : Adoption of a Resolution Approving the Format of the City Council Agenda.

ATTACHMENTS

	<u>Pages</u>
1. Meeting Minutes Excerpt – April 11, 2011	1-3
2. Proposed Resolution (with attachment)	4-9

Excerpt from the City Council Approved Minutes
City Council Meeting
April 11, 2011

Action Item

Item A-1

Consideration of Various Changes/Updates for the Format of the City Council Agenda.

Martin Cole, Assistant City Manager/City Clerk, provided a presentation on the material of record.

Mayor Armenta invited public input.

The following members of the audience addressed the City Council:

Cary Anderson discussed past practices; allowing public comment at the beginning and end of the meeting; allowing public comment for different items for the City Council and the Redevelopment Agency; time limits for items on the agenda; and public broadcast of the meetings.

Tony Pappas discussed the constitution; limiting public participation; and worth of the agendas.

Paul Ehrlich felt rules should be clear on the agenda; he discussed ceding time to other speakers; support for a three minute comment period and a total of twenty minutes for public comment to limit repetition; staff and public comments; he felt that public speaking should be first come, first served; and he felt that Receipt of Correspondence should be part of the Consent Calendar.

Ela Valladares, Deputy City Clerk, read written comments submitted by:

Steven Rose

April 11, 2011

Item A-1
(continued)

Discussion ensued between the City Council and staff regarding the length of time allotted for public comment; policies of other cities; limits on how long/how many times one person can address the City Council per night; yielding time to other speakers; repetitive comments; continuing items to another meeting; Receipt of Correspondence; posting agenda items online; order of the agenda; the Consent Calendar; joint items; authority of the presiding officer; the Brown Act; and ensuring clear policies and clearly stated rules.

Further discussion ensued regarding the second opportunity for public comment; the desire to accommodate speakers; the 11 P.M. cut off; whether comment cards need to come in before the item is called; discretion of the Mayor; the tape recorded message of the agenda; the responsibility to hear constituents; consistency; efficiency adjustments; the average length of most meetings; emailed comments; adjournments and special announcements; rules of decorum; phone, email and website information on the cover page of the agenda; the success of the current process; late arrivals and late speaker cards; the joint public comment period; "Items Not On the Agenda" versus "Items On the Agenda"; total amount of time available for "Items Not On the Agenda"; ceding of time; and announcement items from public speakers.

Following discussion, the following motion was made:

MOVED BY COUNCILMEMBER MALSIN AND SECONDED BY COUNCILMEMBER COOPER, THAT UP TO THREE MINUTES BE ALLOTTED PER SPEAKER WITH UP TO TWENTY MINUTES TOTAL FOR THE PUBLIC COMMENT PERIOD FOR ITEMS NOT ON THE AGENDA; CEDING OF TIME IS NOT ALLOWED; AND CARDS MUST BE SUBMITTED IN ADVANCE FOR NON-AGENDIZED ITEMS.

AYES: Councilmembers Cooper, Malsin, O'Leary
NOES: Councilmembers Armenta, Weissman
ABSTAIN: None
ABSENT: None

Councilmember Weissman clarified that his vote against the item reflected his disagreement with the three-minute time limit.

April 11, 2011

Item A-1
(continued)

Further discussion ensued between the City Council and staff regarding agenda items; total time allowed for public speaking per item; ceding time; late cards; adding to the speaker card; and email notification.

MOVED BY COUNCILMEMBER MALSIN AND SECONDED BY COUNCILMEMBER O'LEARY, THAT THREE MINUTES PER SPEAKER BE ALLOWED FOR AGENDIZED ITEMS WITH CEDING OF TIME ALLOWED UP TO ONE MINUTE BY SOMEONE PRESENT AT THE MEETING FOR A TOTAL OF FOUR MINUTES; AND CARDS ARE ACCEPTED UP UNTIL PUBLIC COMMENT ON THE ITEM IS COMPLETE.

AYES: Councilmembers Cooper, Malsin, O'Leary
NOES: Councilmembers Armenta, Weissman
ABSTAIN: None
ABSENT: None

Discussion continued regarding the second public comment period; the Mayor's discretion; the 20 minute limit for the first comment period for "Items Not On the Agenda"; the responsibility of the City Clerk to alert the City Council when 20 minutes has passed; people who wait until the end to submit cards for the second public comment period; late arrivals; reserving the card for the second comment period to address items previously discussed during the evening; the handling of emails; reading comments into the record; late emails; length of written comments; issues with summarizing comments; implementing a word limit on written comments; and the cutoff time for accepting email comments.

1 RESOLUTION NO. 2011-R_____

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3 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
4 CULVER CITY, CALIFORNIA, APPROVING THE FORMAT
5 OF THE CITY COUNCIL AGENDA

6 WHEREAS, California Government Code 54950 et Seq. (The Ralph M.
7 Brown Act) requires that a legislative body, including the City Council, post an agenda prior
8 to a meeting held by that legislative body; and,

9 WHEREAS, The Ralph M. Brown Act also provides that a legislative body of a
10 local agency may adopt reasonable regulations, including, but not limited to, regulations
11 limiting the total amount of time allocated for public testimony on particular issues and for
12 each individual speaker; and,

13 WHEREAS, on April 11, 2011 the City Council, after providing significant
14 public notice and hearing comments from the public, considered various recommendations
15 on the format of the agenda used by the City Council for its meetings; and,

16 WHEREAS, the City Council provided direction to the City Manager to update
17 the format of the City Council agenda consistent with the discussion and direction provided
18 at the City Council meeting of April 11, 2011.

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21 NOW, THEREFORE, the City Council of the City of Culver City, DOES
22 HEREBY RESOLVE as follows:

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24 1. The updated format for the City Council Agenda, attached hereto as
25 Exhibit "A" is hereby approved; and,

26 2. The City Manager is hereby directed and authorized to utilize the
27 updated agenda format for the meetings of the City Council and other legislative bodies
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1 composed of the City Council Members, including, but not limited to, the Culver City
2 Redevelopment Agency; and,

3 3. Use of said updated format for the agenda shall begin with the first
4 meeting of the City Council that occurs on or after July 1, 2011.

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6 APPROVED and ADOPTED this _____ day of _____ 2011.

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9 MICHEÁL O'LEARY, MAYOR
City of Culver City, California

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11 ATTEST:

12 APPROVED AS TO FORM:

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14 MARTIN R. COLE, City Clerk

15 A11-00243

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for CAROL A. SCHWAB, City Attorney



Culver CITY

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CITY HALL Tel. (310) 253-6000
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MICHEÁL O'LEARY, Mayor
D. SCOTT MALSIN, Vice Mayor
CHRISTOPHER ARMENTA, Councilmember
JEFFREY COOPER, Councilmember
ANDREW WEISSMAN, Councilmember

John M. Nachbar, City Manager

CITY COUNCIL REGULAR MEETING Monday

PUBLIC COMMENT

At the times provided on the Agenda, the City Council will receive comments from the public on any item of interest to the public that is within the subject matter jurisdiction of the City Council. The City Council cannot legally take action on any item not appearing on the agenda. Such items may be referred for administrative action or scheduled on a future agenda.

If you wish to address the City Council, the City Clerk requests you complete a Speaker's Card and present it to the City Clerk before the agenda item is called. You will be called to the podium when it is your turn to address the City Council. Providing your name and other information requested on the Speaker's Card is voluntary and is requested only to provide a reasonable means to notify persons when their opportunity to address the City Council has arrived. All persons may attend the meeting regardless of whether a person signs, registers, or completes a speaker's card. For additional information on PUBLIC COMMENT, including time limits, please see those sections of the Agenda.

AUTHORITY OF PRESIDING OFFICER

Section 611 of the City Charter provides that during any public meeting, all persons shall have the right to address the City Council, and any City commission, board or committee, subject to reasonable rules of decorum and time limits established by ordinance or the presiding officer. Therefore the presiding officer may, from time to time, establish different time limits than those listed in this Agenda in order to effectively conduct City business.

AVAILABILITY OF AGENDA PACKETS AND CONSERVATION OF RESOURCES

Copies of the Agenda and a binder that includes a copy of all regular session staff reports and attachments are available on the table in the rear of the Council Chambers. Members of the public may inspect (at no cost) and/or obtain copies (upon payment of the City's current copying fee) of any regular session item by visiting the City Clerk's Office at City Hall. The City also posts this information on its website (www.culvercity.org) as a courtesy. In order to conserve resources, paper copies of joint items (including JOINT CONSENT CALENDAR, JOINT PUBLIC HEARINGS, and JOINT ACTION ITEMS) are provided only with the City Council agenda packet.

CELL PHONES AND OTHER DISTRACTIONS

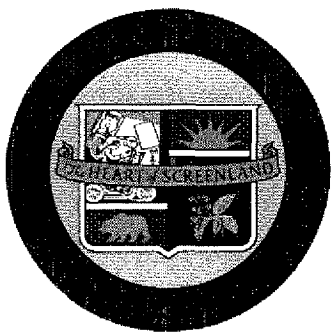
Use of cell phones, pagers and other communication devices is prohibited while the meeting is in session. Please turn all devices off or place on silent alert and leave the City Council Chambers to use. During the meeting, please refrain from applause or other actions that may be disruptive to the speakers or the conduct of City business.

MEETING INFORMATION AND ACCOMODATION

City Council meetings are regularly scheduled for the first, second and fourth Mondays of every month. City Council Agenda information is available at least 72 hours before each City Council meeting. City Council/Agency Board/Commission meetings can be viewed live in Culver City on Channel 35 by Time Warner subscribers and on Channel 37 by Verizon FIOS subscribers. To view meetings on line please visit <http://www.culvercity.org/webcast>. Additionally, you may access <http://www22.verizon.com/residential/fios/tv/channels.htm> and enter your zip code to see the channel listing. Any person needing reasonable accommodation related to disabilities, including assisted listening devices, is welcome to contact the City Clerk's Office at 310-253-5851 or see the City Clerk at the meeting.

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NOTE: AT OR ABOUT 11:00 P.M., COUNCIL MEMBERS MAY DETERMINE WHETHER TO CONTINUE WITH DISCUSSION OF REMAINING ITEMS ON THE AGENDA OR TO CARRY SOME/ALL OF THE ITEMS OVER TO A FUTURE MEETING DATE.



Culver **CITY**

Agendas are
Available on the web at
www.culvercity.org

AGENDA City Council REGULAR MEETING

Monday
5:30 PM (Closed Session)
7:00 PM (Regular Session)

CALL TO ORDER & ROLL CALL:

Mayor Micheál O'Leary
Vice Mayor D. Scott Malsin
Councilmember Christopher Armenta
Councilmember Jeffrey Cooper
Councilmember Andrew Weissman

City Manager John M. Nachbar

CLOSED SESSION - 5:30 PM

Requests to address the City Council on Closed Session Items must be filed with the City Clerk before Closed Session convenes.

The City Council shall recess to closed session to consider the following matters:

REGULAR SESSION - 7:00 PM

INVOCATION By John M. Nachbar, City Manager

PLEDGE OF ALLEGIANCE

REPORT ON ACTION TAKEN IN CLOSED SESSION

PRESENTATIONS

**COMMUNITY ANNOUNCEMENTS BY CITY COUNCIL
MEMBERS/INFORMATION ITEMS FROM STAFF**

Note: This is the time for City Council Members to make community announcements or for City Staff to provide information items to the City Council and community.

JOINT PUBLIC COMMENT - Items NOT on the Agenda

Note: All requests to address the City Council (and all other bodies in session) on items of interest to the public that are within the subject matter jurisdiction of the City Council (and all other bodies in session) and NOT on the agenda must file a speaker's card with the City Clerk prior to the calling of this item by the presiding officer. This public comment period shall have an aggregate duration of up to 20 minutes for all bodies in session. Each speaker may address the City Council (and all other bodies in session) for up to three minutes. Speakers who have filed a speaker's card requesting to speak but are unable to be accommodated at this time may be accommodated at a second public comment period at the end of the meeting as announced by the presiding officer.

PUBLIC COMMENT – Items on the Agenda

Note: All requests to address the City Council on items that are on the agenda must be made by filing a speaker's card with the City Clerk prior to the calling for a vote on the item by the presiding officer. Each speaker may address the City Council for up to three minutes (up to four minutes if time is ceded). Persons who are present in the City Council Chambers may cede one minute of time to one other person who is present and wishes to address the City Council by presenting a Speaker's Card to the City Clerk and indicating their desire to cede time and to whom prior to the calling for a vote on the item by the presiding officer.

RECIEPT AND FILING OF CORRESPONDENCE

Note: The City Council shall consider a motion to receive and file all written correspondence related to agenda items appearing on this evening's agenda and for all other written documents (including e-mails) on subjects not appearing on the agenda that were received by the City Clerk's Office no later than 4:00 PM on the day of the meeting.

JOINT CONSENT CALENDAR AND CONSENT CALENDAR

Note: Joint Consent and Consent Calendar items are considered to be routine in nature and may be approved by one motion. All requests to address the City Council under these items must be filed with the City Clerk before the Consent Calendar and Joint Consent Calendar are called by the presiding officer.

ORDER OF THE AGENDA

Note: The City Council may consider reordering the sequence in which items appearing on this evening's agenda will be considered by the City Council.

JOINT PUBLIC HEARINGS:

PUBLIC HEARINGS:

JOINT ACTION ITEMS:

ACTION ITEMS:

PUBLIC COMMENT - Items NOT On The Agenda (Continued)

ITEMS FROM CITY COUNCIL MEMBERS: ⑧

Note: At this time, City Council Members may: (1) make individual comments on matters not on the agenda, (2) request the City Manager to report back to the City Council concerning a particular matter, (3) provide brief reports on official travel taken since the last City Council meeting or other activities, or (3) provide direction to the City Manager to place items on a future agenda for consideration by the City Council.

ADJOURN

Note: At this time, the City Council shall consider adjourning the meeting. In the case a date and time is not included as part of the motion of adjournment, then the next meeting of the City Council shall be held at the date and time and in the place specified in the agenda posted for that meeting.

Next Regularly Scheduled City Council Meeting

DATE

TIME

Upcoming Public Meeting Tentative Schedule — May 2011

Date	Day	Time	Location
City Council			
May – 2	Monday	7:00 PM	Council Chambers
May – 9	Monday	7:00 PM	Council Chambers
May - 23	Monday	7:00 PM	Council Chambers
Redevelopment Agency			
May – 2	Monday	7:00 PM	Council Chambers
May – 9	Monday	7:00 PM	Council Chambers
May - 23	Monday	7:00 PM	Council Chambers
Parks and Recreation Commission			
May – 3	Tuesday	7:00 PM	Council Chambers
Cultural Affairs Commission			
May – 10	Tuesday	7:00 PM	Council Chambers
Planning Commission			
May – 25	Wednesday	7:00 PM	Council Chambers
Civil Service Commission			
May – 4	Wednesday	7:00 PM	Council Chambers
• Times and dates may be changed. • Meetings may be added or changed			

Compliance with Government Code Section 54957.5: Any writing determined to be a public record under subdivision 54957.5(a), which relates to an agenda item for an open session of a regular meeting of the legislative body of a local agency that was distributed less than 72 hours prior to that meeting, shall be made available for public inspection at the time the writing is distributed to all, or a majority of all, of the members of the legislative body. Such documents are available at the Office of the City Clerk, City of Culver City, City Hall, 9770 Culver Boulevard, Culver City, CA 90232 and may be inspected by members of the Public during normal business hours. Such documents may also be made available on the City's Website: www.culvercity.org.