



# City of Culver City

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## Staff Report

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**File #:** 20-460, **Version:** 1

**Item #:** A-7.

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**CC - 1) Consideration of an Earlier Start Time for City Council Meetings and 2) Adoption of a Resolution Setting the Regular Meetings of the City Council for the Calendar Year 2020.**

**Meeting Date:** December 9, 2019

**Contact Person/Dept:** Jeremy Green/City Clerk

**Phone Number:** (310) 253-5851

**Fiscal Impact:** Yes  No

**General Fund:** Yes  No

**Public Hearing:**

**Action Item:**

**Attachments:**

**Commission Action Required:** Yes  No

**Public Notification:** (E-Mail) Meetings and Agendas - City Council (12/03/19)

**Department Approval:** Serena Wright, Assistant City Manager (11/21/19)

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### **RECOMMENDATION**

Staff recommends the City Council consider an earlier start time for City Council meetings, and adopt a resolution setting the regular meetings of the City Council for the calendar year 2020.

### **BACKGROUND/DISCUSSION**

Charter Section 608 authorizes the Council to determine the regular meeting dates of the City Council by ordinance or resolution and adjourn any regular meeting to a date certain.

Culver City Municipal Code (CCMC) Section 3.01.100 states that "all official, regular and adjourned meetings of the City Council shall be held in the City Hall on the second and fourth Mondays of each month at 7:00 p.m., unless otherwise specified by resolution of the City Council." The CCMC goes on to state that "if any regular meeting shall fall on a legal holiday, no meeting shall be held on such holiday, but shall be held on the next succeeding day thereafter that is not a holiday at 7:00 p.m."

While the regular meeting dates have always begun at 7:00 PM, several recent dates have included a special meeting at an earlier start time followed by a regular meeting for items that require consideration at a regular meeting. This has allowed for more presentations, study sessions, and

longer meetings to occur without the need to add additional meeting dates.

The CCMC allows City Council to set meetings with an earlier start time. Staff recommends City Council consider a 6:00 p.m. start time for regular sessions in 2020, and that meeting dates following a Monday holiday also be considered a regular meeting date, and begin at 6:00 p.m. as well. Staff also recommends considering including the work plan and budget study sessions as regular meeting dates so that they can be planned for in advance.

Exhibit A of the Proposed Resolution outlines the dates for City Council to consider as the Regular City Council meeting dates for 2020. These dates are presented to City Council for approval and, as discussed, may be amended upon majority consensus of the City Council. Once the meeting dates are established by adoption of the proposed Resolution, they may only be changed by adoption of a subsequent resolution at a regular meeting of the City Council.

### **FISCAL ANALYSIS**

None.

### **ATTACHMENTS**

2019-12-09\_ATT - Proposed Resolution

### **MOTION**

That the City Council:

1. Adopt a resolution setting the regular meetings of the City Council for the calendar year 2020.