

**MOORPARK CITY COUNCIL
AGENDA REPORT**

TO: Honorable City Council
FROM: Maureen Benson, City Clerk *YMB*
DATE: January 26, 2015 (CC Meeting of 2/3/16)
SUBJECT: Consider Meeting Time for Regular City Council Meetings

BACKGROUND

At the January 20, 2016, regular City Council meeting, Councilmember Van Dam requested a future agenda item to discuss changing the start time of regular City Council meetings to be either 6:00 p.m. or 6:30 p.m. for the benefit of the public and staff. Section 2.04.040 of the Moorpark Municipal Code permits the meeting time to be set by resolution of the City Council. The City Council's Rules of Procedure, Resolution No. 2012-3148 includes the meeting time in Section 11.1.

11. COUNCIL MEETINGS

11.1 Meeting Time and Schedule:

The regular meetings of the City Council shall begin at the hour of 7:00 p.m. on the first and third Wednesday of each month. In addition to regularly scheduled meetings as set forth in Section 2.04.010 of the Municipal Code, an adjourned meeting will typically be held on the second Wednesday of the month as needed. The fourth Wednesday will only be scheduled when required for meetings with special purposes or for a study session on a complex issue as determined by the Mayor and the City Manager or by vote of the City Council.

DISCUSSION

An earlier start time would affect the scheduling of Special City Council meetings, which when needed are sometimes scheduled to begin between 6:15 p.m. and 6:45 p.m. to consider Closed Session matters. The Council's discussion should also include consideration of possibly changing the start times for the Finance, Administration and Public Safety Committee (Mikos/Pollock), which meets at 6:00 p.m. on the first Wednesday of each month and the Community and Economic Development Committee (Parvin/Pollock, which meets on the third Wednesday of each month at 6:00 p.m.

Staff would also need to advertise any meeting time change on the City's website and government channel; and to make certain that any effective date of a changed meeting time does not impact any public hearing item for which a notice has already been published and/or distributed. If the meeting schedule is revised, staff would present a revised Rules and Procedures resolution at a subsequent meeting.

STAFF RECOMMENDATION

Direct staff as deemed appropriate.