



# *CITY COUNCIL AGENDA REPORT*

---

**MEETING DATE:** February 22, 2005 **ITEM NUMBER:** Item Number

**SUBJECT:** RESOLUTION AMENDING CITY COUNCIL AGENDAS, AND COUNCIL MEETING DAY AND TIME

**DATE:** FEBRUARY 10, 2005

**FROM:** City Manager's Office  
City Attorney's Office

**PRESENTATION BY:** STEVEN E. HAYMAN, ASSISTANT CITY MANAGER

**FOR FURTHER INFORMATION CONTACT:** Steven E. Hayman, Assistant City Manager  
714/754-5328

---

## **RECOMMENDATION:**

Adopt Resolution 05-\_\_\_\_, A Resolution of the City Council of the City of Costa Mesa, California, Concerning Council Meeting Order of Business and Scheduling and Rescinding Resolution No. 01-47 and Resolution No. 89-126.

## **BACKGROUND:**

The City Council considered the above referenced items at the meeting of February 7, 2005. Substantial discussion occurred relative to a variety of possible changes to the Order of Business and when meetings would be conducted. After Public Comment was taken the City Council authorized the City Attorney to develop the attached Resolution. City Council Policy 000-4, Time Limit Established for Council Meetings, was also discussed and Staff was directed to amend it as well.

In preparing the Resolution, Staff determined that Resolution No. 01-47 governed some of the matters relating to the conduct of Council Meetings and Resolution No. 89-126 governed other items. At least one provision of Resolution No. 89-126, section 6, was essentially superseded by Council minute action taken in July 2001. However, that procedural change was never memorialized in a Resolution. In order to have all of the operative provisions regarding meeting schedules, procedures and order of business contained within the same Resolution, we have included the remaining operative provisions of Resolution 89-126 in the Resolution before you for action. These provisions are found in sections 4 through 7 of Resolution 05-\_\_\_\_.

**DISCUSSION:**

Resolution 05- \_\_\_\_ (attachment 1) reflects the changes directed by City Council and is presented for adoption. Prior Resolutions 89-126 (Attachment 2) and 01-47 (Attachment 3) are provided for your reference. City Council Policy 000-4 (Attachment 4) reflects the direction of the Council and shows all changes. Proposed new language is indicated as "underlined". Attachment 5 simply provides a clean copy of the Policy and will be duly recorded once the City Council acts to amend it. Once adopted, the City Council will begin meeting on the new schedule as of March 1, 2005.

**ALTERNATIVES CONSIDERED:**

Staff has attempted to reflect the desire and direction of the City Council relative to both the Resolution and the Council Policy. No alternatives are proposed.

**LEGAL REVIEW:**

The City Attorney has prepared the proposed Resolution and approves it as to form.

**CONCLUSION:**

Staff has prepared the referenced Resolution and Council Policy based upon your direction. It is recommended that the City Council adopt Resolution 05-\_\_\_\_ and approve the modifications to City Council Policy 000-4.

\_\_\_\_\_  
STEVEN E. HAYMAN  
Assistant City Manager

\_\_\_\_\_  
ALLAN L. ROEDER  
City Manager

\_\_\_\_\_  
Kimberly Hall Barlow  
City Attorney

**DISTRIBUTION:**

- ATTACHMENTS:
- 1 [Resolution No. 05-\\_\\_\\_\\_](#)
  - 2 [Resolution No. 89-126](#)
  - 3 [Resolution No. 01-47](#)
  - 4 [City Council Policy 000-4 Redline version](#)
  - 5 [City Council Policy 000-4 Proposed](#)

File Name

Date

Time