



# *CITY COUNCIL AGENDA REPORT*

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MEETING DATE: DECEMBER 3, 2013

ITEM NUMBER:

**SUBJECT: MODIFICATIONS TO PUBLIC COMMENTS AND CONSENT CALENDAR ON THE CITY COUNCIL AGENDA**

**DATE: NOVEMBER 22, 2013**

**FROM: OFFICE OF THE CITY CLERK**

**PRESENTATION BY: MAYOR JIM RIGHEIMER**

**FOR FURTHER INFORMATION CONTACT: BRENDA GREEN, CITY CLERK, AT (714) 754-5221**

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## **RECOMMENDATION:**

City Council consider Resolution No. 13-xx adding an additional "Public Comments" section to the agenda and changing the order when "Items removed from the Consent Calendar" will be addressed.

## **BACKGROUND:**

Mayor Richeimer has suggested modifications of the Order of Business on the City Council meeting agenda to improve the meeting process and to allow time to address critical information of the day. First, to ensure all citizens the right to speak, two public comment periods are suggested. The first public comments period will remain in the same order, however up to ten speakers will be given time to address the Council. A continued public comments period will be held at the end of the agenda after "Items removed from Consent Calendar". Members of the public shall only address the City Council one time at any given meeting under either Public Comment period. The Mayor also suggests that "Items removed from Consent Calendar" be considered after New Business. Following is the suggested order of business:

- Closed Session (as needed)
- Pledge of Allegiance
- Moment of Solemn Expression
- Roll Call and Call to Order
- Closed Session Reports
- Announcements
- Special Presentations
- Public Comments (Limited to ten speakers - May be extended by the Mayor or the majority vote of the City Council.)
- Council Member's Reports, Comments and Suggestions

- CEO Report
- Consent Calendar
- Public Hearings
- Old Business
- New Business
- Items pulled from the Consent Calendar
- Continued Public Comments
- Report – City Attorney
- Adjournment

**ANALYSIS:**

The proposed modifications to the Order of Business on the agenda is to allow the City Council to address critical items of the day, while balancing all citizens' -right to address the City Council. Pursuant to Costa Mesa Municipal Code Section 2-48 a resolution to modify the Order of Business on the City Council Agenda must be adopted.

**FISCAL REVIEW:**

No fiscal impact.

**LEGAL REVIEW:**

The City Attorney has approved the resolution as to form.

**CONCLUSION:**

The Costa Mesa Municipal code requires that changes to the Order of Business be adopted by resolution (Attachment 1).

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BRENDA GREEN  
City Clerk

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THOMAS P. DUARTE  
City Attorney

ATTACHMENTS: 1. [Proposed Resolution](#)