

**CITY OF TEMECULA
AGENDA REPORT**

TO: City Council

FROM: Randi Johl, Director of Legislative Affairs/City Clerk

DATE: March 14, 2023

SUBJECT: Consider City Council Policy Related to Items for Future Agendas (At the Request of Mayor Schwank)

PREPARED BY: Randi Johl, Director of Legislative Affairs/City Clerk

RECOMMENDATION: That the City Council consider the City Council policy related to the placement of items for future agendas and provide direction regarding the same.

BACKGROUND: On September 28, 2021, the City Council adopted policies relating to the Code of Conduct, Rules of Order, Agenda Placement, Request of Staff, and Public Participation via Resolution No. 2021-54 to become a part of the City Council Protocol Manual. At the February 14, 2023 meeting, Mayor Schwank requested that an item be placed on a future agenda to discuss the process associated with the placement of items on future agendas. At the February 28, 2023 meeting, the City Council approved the placement of such a discussion on the agenda. The item that the City Council wishes to discuss is a part of the Agenda Placement Policy (attached).

Mayor Schwank and the balance of the City Council have expressed a desire to shorten the process for the placement and consideration of an item and to remain in compliance with the Brown Act. As such, it is recommended that the policy be amended as follows:

“Request for Placement. Any Council Member, including the Mayor, may request that an item be placed on a future agenda. In making the request, a Council Member may briefly describe the topic of the proposed agenda item and any timing associated with the placement of the item on the agenda. The request shall not exceed three (3) minutes. An extension of time is not permitted. No substantive discussion on the subject of the motion may occur except to explain the general nature of the item and the issue of timing for its placement on a future agenda. While a member of the public may express a desire to place an item on the agenda for consideration, items may only be placed on the agenda by Council Members pursuant to this policy or by the City Manager based on administrative or operational needs of the City.”

It is requested that the City Council consider the amended language and provide related direction.

FISCAL IMPACT: None

ATTACHMENTS: Current Agenda Placement Policy