



Future Agenda Item Request Form

Future agenda items should be limited to new issues that emerge during the year that are urgent and cannot wait until the next priority-setting session of the Council before requiring action.

Name: Jim Steiner

Date: January 9, 2024

Title Name/Topic: Council Meeting Start Time

Background

1. What is the purpose for the request i.e. what you are trying to achieve or do?

The City holds study sessions in the afternoon to provide the City Council with extra time to discuss and deliberate on important issues. While beneficial, the timing may make it more difficult for some residents to attend due these to scheduling conflicts. I'd like to have more agenda items that would typically be discussed at a study session, moved to evening Council meetings. To still provide the time to consider these items, I'd like to propose starting the regular Council meetings at 6:00pm.

2. What is the scope of the work you wish to see done?

Adjust the start time for City Council meetings to 6:00 p.m., and limit the use of study sessions where possible.

3. Does this request align with the City's Strategic Plan? How?

Yes. This continues our efforts to engage with our residents, promote transparency, and make it easier for residents to attend one meeting to engage with us on all topics of interest.

4. What is the desired timeline to have the issue considered by Council?

As soon as practical would be great; it should take very little staff time to effectuate the change.

5. Is the issue urgent requiring action before the next priority setting session of Council (Spring Workshop)?

Ideally, it would happen as soon as the administrative changes needed can be completed.

Staff Section (To be completed by staff)

Approximate Staff Time Required: _____ Hours

Approximate Cost: \$ _____
