

City Council – Action Request Form

Date: January 10, 2023

To: Mayor, Mayor Pro Tempore, and Members of the City Council

From: Ben Rowe, Assistant City Manager

Council Action Requested:

Items Related to City Council Meetings:

- a. Ordinance Amendment and Resolution Changing City Council Meeting Times
- b. Approval of City Council’s 2023 Meeting Schedule

Strategic Focus Area: Service Excellence

Strategic Objective: NA

Strategic Plan Action Item: NA

Key Work Item: No



Summary of Information:

As City management continues to explore ways to enhance the recruitment and retention of talent for the City’s workforce, City staff have checked the meeting times of the elected bodies of similar-sized cities and counties in North Carolina.

Forsyth County

Commissioner Meetings 2:00 pm.

Greensboro

City Council Meetings 5:30 p.m.

Work Session 2:00 p.m.

High Point

City Council 5:30 p.m.

Committees 9:00 a.m. & 4:00 p.m.

Committee Action:

Committee	<u>CD/H/GG 1/10/23</u>	Action	<u>Approved</u>
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For	<u>See Remarks.</u>	Against	<u>See Remarks.</u>
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Remarks:

The Resolution and Ordinance were voted on separately. The Ordinance passed 7 to 1; Council Member Taylor voting against. The Resolution passed 6 to 2; Council Members Larson and Taylor voting against.

Guilford County

Commissioner Meetings 5:30 p.m.

Work Session 2:00 p.m.

At the December meeting of the Community Development/Housing/General Government Committee, Council Members discussed changes to the starting times for the City Council's meetings and committees. In addition, at the direction of the committee, the City's Marketing and Communications Department posted a survey on January 3rd to seek feedback from citizens regarding potential changes to the City Council's meeting times. The following is the link to the survey:

https://www.surveymonkey.com/r/9GSBWCX?utm_source=website_news_post&utm_medium=spotlight&utm_campaign=+City+Council+Meeting+Times+Survey&utm_id=2023-01-04

Based on the committee's discussion and subsequent feedback from the Mayor and Council Members, City management recommends changing the starting time for the City Council's zoning and regular business meetings on the first and third Mondays of each month from 7 p.m. to 6 p.m. In addition, City management recommends changing the order and starting times for the Public Safety Committee to 2 p.m. and the Finance Committee to 4 p.m. on the second Monday of each month. The order and starting times for the Public Works Committee would change to 2 p.m. and the Community Development/Housing/General Government Committee to 4 p.m. on the second Tuesday of each month. The attached amendment to City Code Section 2-33 and resolution would implement these changes. Prior to the committee's consideration of these changes, staff will present the results of the survey. If approved, the changes in meeting order and times would be effective on February 1, 2023.

Proposed changes for the City Council 2023 meeting schedule include the following:

January

Due to the City holiday for New Year's Day occurring on Monday, January 2nd, the first City Council meeting will need to change to Tuesday, January 3rd.

Due to Martin Luther King, Jr. Day, the second City Council meeting will need to change to Tuesday, January 17th.

June

Due to the Juneteenth Holiday, the second City Council meeting will need to change to Tuesday, June 20th.

July

All meetings (City Council and Committee meetings) for July 2023 will be cancelled for a July recess.

September

Due to the Labor Day Holiday, the first City Council meeting will need to change to Tuesday, September 5th.

November

Due to the Thanksgiving Holiday, the second City Council meeting will be moved to Monday, November 27th.

December

City Council will meet for the Zoning Meeting and all Committee meetings. The second full City Council meeting will be cancelled. All Committee items will carry over to the first City Council meeting of the new year on Tuesday, January 2, 2024.

The proposed changes are listed in red, and the Budget meetings are listed in blue on the attached 2023 Meeting Schedule. The new meeting times would start with the February meetings.