

ORDINANCE NO. 2444

AN ORDINANCE OF THE CITY OF CHULA VISTA AMENDING SECTIONS 2.04.020, 2.04.050 AND SECTION 2.04.090, AND REPEALING SECTIONS 2.04.580 AND 2.04.590 OF THE CHULA VISTA MUNICIPAL CODE TO ESTABLISH COUNCIL WORKSHOPS AS REGULAR MEETINGS, VEST COUNCIL WITH "FULL MEETING AUTHORITY", REQUIRE THE SETTING OF PUBLIC HEARINGS AT THE BEGINNING OF THE MEETING, OR AS THE COUNCIL'S AGENDA PERMITS, AND ELIMINATE CERTAIN HISTORIC ANOMALIES

The City Council of the City of Chula Vista does ordain as follows:

SECTION I: Section 2.04.020 of the Chula Vista Municipal Code is amended to read:

Sec. 2.04.020 Meetings-Time and place.

Pursuant to the provisions of Section 306 of the Charter, the council shall hold regular meetings in the council chambers of the Civic Center Complex, 276 Fourth Avenue in the city, or in such other place as may be determined by the council, on the first Tuesday of each month at four p.m. and on the second, third and fourth Tuesday of each month at six p.m. When the day for any regular meeting of the council falls on a legal holiday, no meeting shall be held on such holiday.

It shall be the general policy of the City Council to cancel any meetings in the last week of June and the first week of July, the Tuesday following the Thanksgiving holiday, the week prior to Easter, and the week of Christmas and New Year's. Any of these meetings may be reinstated if necessary by a majority of the Council.

SECTION II: Section 2.04.050 of the Chula Vista Municipal Code is hereby amended to read as follows:

Sec. 2.04.050 Workshops.

A. The Mayor may announce, or the Council on majority vote may direct, at any regular council meeting, the convening of a Council Workshop Meeting on the fourth Thursday of the month, and in such event, the Council shall conduct a Council meeting on said fourth Thursday of the month, at 4:00 p.m., in the Council Conference Room, in the Civic Center Complex, Administration Building, at 276 Fourth Avenue. Said meeting shall be known as a "Council Workshop Meeting", and shall be conducted in a "workshop" context according to the rules, policies, and guidelines herein set forth in this section.

- B. The primary purpose of the Council Workshop Meeting shall be to address matters which are primarily of a planning character, or other matters which require extensive deliberation of such length, duration, or complexity as to be not conveniently capable of being addressed at the council meetings scheduled for the regular Tuesday council meetings. Notwithstanding the foregoing, other matters may be addressed which, in the opinion of the City Manager, have some aspect of urgency to them, or should be addressed at such meeting in subsequent Tuesday city council meeting.
- C. Notice requirements for special council conferences, other than Council Workshops noticed in the manner herein provided, shall be the same as those for special council meetings.
- D. At such council workshops or special conferences, the city council may require the attendance of members of any boards and commissions, or members of the administrative staff for the purpose of discussing those items that appear on the council conference agenda.
- E. Council Workshop Meetings shall be deemed a regular City Council meeting for all intents and purposes, and the City Council shall have the full authority to take any and all actions which the City Council is otherwise authorized by law or charter to take at meetings.
- F. The City Clerk, unless otherwise directed by the City Council, may limit the record of Council Workshop Meetings to a record of actions taken ("Action Minutes") by the Council.

SECTION III: Section 2.04.090 of the Chula Vista Municipal Code is amended to read:

Sec. 2.04.090 Agenda-Submission of items-Preparation-Effect.

A. Preparation and Delivery of Agenda.

An agenda shall be prepared for each regular meeting, including Council Workshop Meetings, containing a brief general description of each item of business to be transacted or discussed.

- 1. Delivery to City Clerk. Summary of agenda items shall be delivered to the City Clerk not later than noon on the Tuesday preceding the regular meeting. Agenda items, i.e., background and requests for particular actions or reports, shall be delivered to the City Clerk not later than ten a.m. on the Thursday preceding the regular meeting. The clerk shall thereafter prepare the agenda under the direction of the city manager.

2. Delivery to Council. The agenda, together with all reports, resolutions and ordinances pertaining thereto, shall be delivered to the councilmembers on the Friday preceding the regular meeting.

B. Posting and Public Availability of Agenda.

The agenda shall be posted at least seventy-two hours before the regular meeting in a location freely accessible to the public, and be made available to the public as soon as practicable.

C. Contents of Agenda.

1. The agenda shall specify the time and location of the regular meeting.
2. Items of business shall be placed on the agenda at the direction of the city manager; city attorney; city clerk; a majority of the council; or by a Council-approved board, commission or committee upon an affirmative vote of a majority of the entire membership of said body directing same.
3. For items to be considered as a public hearing at any city council meeting, including Council Workshop Meetings, staff shall notice, and Council shall address, the public hearing at the beginning hour of the meeting at which the public hearing will be considered, or as soon thereafter as the Council's agenda may permit in its due course.
4. The Agenda shall provide a section for members of the public to directly address the Council on items of interest to the public within the subject matter jurisdiction of the Council.
5. The Agenda shall provide a section entitled "Mayor's Report" which section shall be reserved for reports of the Mayor to the City, the staff or the public on matters of City business. If there is any written material which is the subject matter of a Mayoral Report, the Mayor or his designee shall make a diligent effort to provide the City Clerk with a copy of said written material in sufficient advance time to permit the inclusion of same into the Agenda and related material for delivery to the Council.
6. The Agenda shall provide a section entitled "Council Comments" for Councilmembers to directly address the City, staff, or the public on items of interest ("Council comments") to the Councilperson. If there is any written material which is the subject matter of Council comments, the sponsoring councilperson

shall make a diligent effort to provide the City Clerk with a copy of said written material in sufficient advance time to permit the inclusion of same into the Agenda and related material for delivery to the Council.

D. Agenda Package Material.

Whenever feasible, each item on the agenda shall contain a staff recommendation and the specific action requested to be taken by the council.

E. Prohibition of Action; Exceptions.

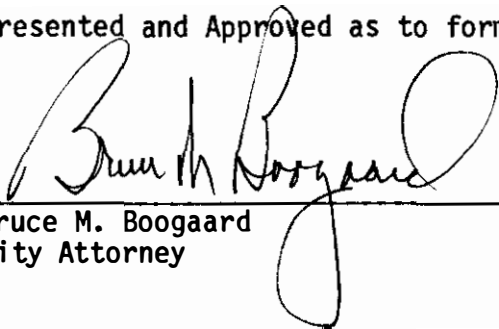
No matters other than those listed on the agenda shall be acted upon by the council, except as provided in Section 2.04.100.

1. A direction by the council to refer a matter not on the posted agenda raised by a member of the Council or of the public, to staff for a report or to place a matter on a future agenda shall not constitute action.

SECTION IV: Sections 2.04.580 and 2.04.590 of the Chula Vista Municipal Code are repealed.

SECTION V: This ordinance shall take effect and be in full force and effect on the thirtieth day from and after its adoption.

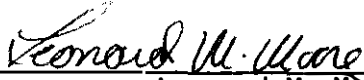
Presented and Approved as to form by



Bruce M. Boogaard  
City Attorney

PASSED, APPROVED, and ADOPTED by the City Council of the City of Chula Vista, California, this 5th day of March, 1991, by the following vote:

AYES:	Councilmembers:	Malcolm, Moore, Nader, Rindone
NOES:	Councilmembers:	None
ABSENT:	Councilmembers:	None
ABSTAIN:	Councilmembers:	None

  
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Leonard M. Moore  
Mayor, Pro-Tempore

ATTEST:

  
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Beverly A. Authalet, City Clerk

STATE OF CALIFORNIA )  
COUNTY OF SAN DIEGO ) ss.  
CITY OF CHULA VISTA )

I, Beverly A. Authalet, City Clerk of the City of Chula Vista, California, do hereby certify that the foregoing Ordinance No. 2445 had its first reading on February 26, 1991, and its second reading and adoption at a regular meeting of said City Council held on the 5th day of March, 1991.

Executed this 5th day of March, 1991.

  
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Beverly A. Authalet, City Clerk