



Memorandum

To: The Honorable Mayor and City Commission **Date:** May 2, 2023
From: Albert P. Childress
City Manager
Subject: City Commission Meeting Date Change

Introduction

The City Manager's Office recommends approval of a resolution to change the dates of future commission meetings to the second Thursday of the month. The meetings would be a split meeting with the morning session beginning at 9:00 AM and the evening session beginning at 5:00 PM.

Background

Historically meetings have been held twice a month on the first and third Tuesday of the month. The meetings would begin at 5:00 PM and continue at times late into the evening. The proposed change is to conduct the meeting on the second Thursday of the month beginning at 9:00 AM and the second session to begin at 5:00 PM.

Public Comment would be allowed both in the morning session and the evening session. The morning session would include the Consent Agenda, Presentations, Discussion Items, and Proclamations. The evening session would include ordinances and other public hearing items. The Mayor and City Commission would have the ability to move any item from the morning session to the evening session for discussion. Finally, the City Commission would not meet during the month of August during summer break.

This format has been discussed with the City Attorney's Office, City Clerk's Office and the Mayor and City Commission. Also, the changes in the proposed format have been mentioned at the last City Commission meeting during the City Manager's Comments. The changes have also been discussed on the radio.

Recommendation

The City Manager's Office recommends the Mayor and City Commission approve the Resolution changing future Commission meeting dates to be held the second Thursday of the month.

