

# CITY COUNCIL/REDEVELOPMENT AGENCY AGENDA INFORMATION SHEET

The Mayor and City Council Members also serve as members of the Huntington Beach Redevelopment Agency. The Agenda is prepared to include City Council Items and Redevelopment Agency Items. Prior to each Agenda item, in parenthesis, it will be designated whether the Agenda item is a City Council Item or a Redevelopment Agency Item.

Regular meetings of the City Council/Redevelopment Agency are held on the first and third Mondays of each month at 4:00 P.M. (6:00 P.M. for televised portion) in the Council Chambers. Adjourned meetings and Special meetings may be scheduled at other times.

The following is a brief explanation of the City Council/Redevelopment Agency Agenda structure.

## **AWARDS & PRESENTATIONS**

A limited number of awards, presentations, and proclamations are presented by the Mayor. The Public Information Office will coordinate the arrangements with the Mayor. Persons wishing to participate should contact the Public Information Office at 536-5577.

## **COUNCIL/COMMITTEE LIAISON REPORTS**

Informational updates and reports made by Councilmembers who serve as Council liaisons to various committees.

## **PUBLIC COMMENTS**

Anyone wishing to address the City Council/Redevelopment Agency **on any matter other than public hearings** should speak at this time. Please fill out the pink form, attached to the agenda and also available at the lower entrance to the Council Chamber. Give the form to the Sergeant-at-Arms stationed near the speaker's podium. The City Clerk will call all speakers by name. There is a three-minute time limit per speaker. Time may not be donated to another. All proceedings are recorded. The policy of the City Council/Redevelopment Agency is not to render any decision based on information presented or questions asked; instead the questions will be referred to staff for a written response. Except for matters of an emergency nature, the Brown Act (State law) does not permit action to be taken on an item that does not appear on the posted agenda.

## **CITY ADMINISTRATOR'S REPORT**

Updates and reports from the City Administrator for the information of the City Council and the public.

## **PUBLIC HEARINGS**

Public Hearings allow citizens the opportunity to speak in favor or against specific items. Detailed information on the public hearing procedure may be found on the pink page attached to the back of the agenda. Complete the form and give to the Sergeant-at-Arms stationed near the podium. The City Clerk will call all speakers by name. All proceedings are recorded.

## **CONSENT CALENDAR**

Consent Calendar items are considered routine items that normally do not require separate consideration. The City Council/Redevelopment Agency usually makes one motion for approval of all the items listed under the CONSENT CALENDAR.

## **ADMINISTRATIVE ITEMS**

Administrative Items are considered by the Council/Agency separately and require separate motions. These transactions are normally of a non-routine nature.

## **ORDINANCES - RESOLUTIONS**

Ordinances are first introduced, then adopted five days or more later. Usually Ordinances receive their second reading (adoption) at the next regular meeting following introduction. Ordinances become law thirty days after adoption. However, an emergency ordinance may be adopted immediately upon introduction, and is effective immediately. Resolutions set policy and become effective upon adoption.

## **AMICUS CURIAE BRIEFS WHICH THE CITY OF HUNTINGTON BEACH HAS BEEN REQUESTED TO SUPPORT**

The city is from time to time requested to join their support of Amicus Curiae Briefs depending on the subject. It is a policy decision made by the City Council whether to support an Amicus Curiae Brief.

## **COUNCIL/AGENCY ITEMS**

Items of business presented by Council/Agency members.

## **ADJOURNMENT**

Section 303 of the City Charter requires that the City Council meet twice each month, and the City Council pursuant to Resolution No. 2004-95 meets on the 1st and 3rd Mondays at 4:00 p.m. The 4:00 p.m. portion of the meeting is sometimes referred to as a Study Session and is usually held in Room B-8 adjacent to the Council Chamber. The televised portion of the meeting begins at 6:00 p.m.

The City Council may adjourn these regular meetings to dates in between the two regularly scheduled meetings. These meetings are called Adjourned Meetings and are approved at the end of every meeting so the public will be aware of the additional meeting. An adjournment notice is posted the following day. Agendas are prepared for all meetings. Special Meetings are occasionally required and 24 hours notice must be given by posting and be notice to the editors of newspapers. Discussion and action at Special Meetings is strictly limited to the subject matter set forth in the "*Call for Special Meeting*" posted by the City Clerk.