



Report to City Council

TO: Mayor and City Council

FROM: Patty Rodriguez, Acting Manager of the Office of Mayor and City Council/City Clerk
Steve Quintanilla, City Attorney

AGENDA DATE: October 15, 2024

TITLE: **ORDINANCE ESTABLISHING FREQUENCY OF REGULAR MEETINGS OF THE ENVIRONMENTAL AND HISTORICAL PRESERVATION BOARD (REPORT OF: CITY ATTORNEY)**

TITLE SUMMARY: Ordinance Establishing Frequency of Regular Meetings of the Environmental and Historical Preservation Board

Recommendation(s)

That the City Council:

1. Introduce and subsequently adopt the attached ordinance setting the frequency of regular meetings of the Environmental and Historical Preservation Board at one time per month.

SUMMARY

At the September 17, 2024, Regular Meeting of the City Council, staff was directed to bring back as a future agenda item for the City Council's consideration, an ordinance that sets the frequency of regular meetings of the Environmental and Historical Preservation Board at one time per month with an effective date of January 1, 2025.

DISCUSSION

Regular Meeting Schedule

Currently, Section 2.21.050 (Meetings and Rules of Procedure) of Chapter 2.21 (Environmental and Historical Preservation Board) of Title 2 (Administration and Personnel) of the Moreno Valley Municipal Code does not reference how often the Environmental and Historical Preservation Board shall meet on a regular basis (“Regular Meetings”). The proposed ordinance would require the Environmental and Historical Preservation Board to meet one time per month.

Proposed Ordinance

The proposed ordinance is set forth below as follows:

AMENDMENT TO CHAPTER 2.21 ENVIRONMENTAL AND HISTORICAL PRESERVATION BOARD

Section 2.21.050 (Meetings and Rules of Procedure) of Chapter 2.21 (Environmental and Historical Preservation Board) of Title 2 (Administration and Personnel) of the Moreno Valley Municipal Code shall be amended as follows:

2.21.050 Meetings and rules of procedure.

The board shall hold regular meetings ***at least one time per month*** and ***the board shall designate*** the times, dates and places therefor ***for its regular meetings***. All meetings of the board and each of its subcommittees shall be open to the public. Special meetings may be called by the chairperson or by a majority of the board, provided that notice of such special meetings is given to each member of the board at least 48 hours prior to the time of the meeting. Three or more voting members of the board shall constitute a quorum for the conduct of business, and the affirmative votes of a majority of such quorum shall be necessary for the conduct of business. The board shall adopt rules for the transaction of its business. The board shall keep a public record of its actions. Promptly after approval thereof by the board, the original minutes of board meetings shall be filed with the community development department.

ALTERNATIVES

1. Do not introduce and subsequently adopt the proposed ordinance and permit the Environmental and Historical Preservation Board to establish the frequency of their regular meetings. (Staff has no preference.)
2. Introduce and subsequently adopt the proposed ordinance that sets forth the frequency of the regular meetings of the Environmental and Historical Preservation Board at one time per month. (Staff has no preference.)

FISCAL IMPACT

Currently, the Environmental and Historical Preservation Board has been meeting a lot less than one time per month; as such, the fiscal impact of having regular meetings at least one time per month will require the expenditure of general fund monies for staff time and resources associated with preparing for and conducting regular meetings of the Environmental and Historical Preservation Board on a monthly basis.

NOTIFICATION

Public notice of this item has been provided at least 72 hours in advance of the October 15, 2024, City Council Regular Meeting pursuant to the Brown Act.

PREPARATION OF STAFF REPORT

Prepared By:
Steven B. Quintanilla
City Attorney

Department Head Approval:
Patty Rodriguez
Acting Manager of the Office of Mayor and City
Council/City Clerk

CITY COUNCIL GOALS

Advocacy: Develop cooperative intergovernmental relationships and be a forceful advocate of City policies, objectives, and goals to appropriate external governments, agencies and corporations.

Community Image, Neighborhood Pride and Cleanliness: Promote a sense of community pride and foster an excellent image about our City by developing and executing programs which will result in quality development, enhanced neighborhood preservation efforts, including home rehabilitation and neighborhood restoration.

Positive Environment: Create a positive environment for the development of Moreno Valley's future.

Public Facilities and Capital Projects: Ensure that needed public facilities, roadway improvements, and other infrastructure improvements are constructed and maintained.

Public Safety: Provide a safe and secure environment for people and property in the community, control the number and severity of fire and hazardous material incidents, and provide protection for citizens who live, work and visit the City of Moreno Valley.

Revenue Diversification and Preservation: Develop a variety of City revenue sources and policies to create a stable revenue base and fiscal policies to support essential City services, regardless of economic climate.

CITY COUNCIL STRATEGIC PRIORITIES

- 1. Economic Development**
- 2. Public Safety**
- 3. Library**
- 4. Infrastructure**
- 5. Beautification, Community Engagement, and Quality of Life**
- 6. Youth Programs**

Report Approval Details

Document Title:	STAFFREPORT_EHPB_ORDINANCE.docx
Attachments:	- ATT 1- EHPB REGULAR MEETINGS ORDINANCE.doc
Final Approval Date:	Oct 10, 2024

This report and all of its attachments were approved and signed as outlined below:

Patty Rodriguez

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