



Report to City Council

TO: Mayor and City Council

FROM: Brian Mohan, City Manager
Patty Rodriguez, CMC, Manager of the Office of
Mayor and City Council/City Clerk
Steven B. Quintanilla, City Attorney

AGENDA DATE: April 15, 2025

TITLE: AMENDING THE RULES OF PROCEDURE FOR COUNCIL MEETINGS AND RELATED FUNCTIONS AND ACTIVITIES REGARDING PLACEMENT OF ITEMS ON FUTURE AGENDAS (REPORT OF: CITY MANAGER, CITY CLERK, AND CITY ATTORNEY)

TITLE SUMMARY: Placement Of Items On Future Agendas

Recommendation(s)

That the City Council:

1. Adopt Resolution [next in order] amending the Rules of Procedure for Council Meetings and Related Functions and Activities regarding placement of items on future agendas.

SUMMARY

The attached Resolution amends the Rules of Procedures for Council Meetings and Related Functions and Activities to add "Future Agenda Items" to the "Order of Business" of the City Council regular meeting agenda, in order to provide each Council Member with an equal opportunity to add an item to a future City Council meeting agenda.

DISCUSSION

For clarification and expediency purposes, the City Manager, City Clerk and City Attorney have recommended that for placement of items on future City Council meeting agendas,

there be a clear, concise, consistent and fair policy and procedure for any member of the City Council to request adding items to a future agenda.

The attached Resolution amends the Rules of Procedures for Council Meetings and Related Functions and Activities to add “Future Agenda Items” to the “Order of Business” of the City Council regular meeting agenda. This will provide each Council Member with an equal opportunity to request that an item be added to a future City Council meeting agenda. This will not detract from the time allotted for Council Member closing comments. The Rules of Procedure will also be amended to specify that to add an item to a future agenda, there must be a motion, second and a majority vote of those present at the meeting. To avoid a Brown Act violation, there shall also be no discussion of the merits of any such future agenda items. In addition, the “Agenda Items” section of the Rules of Procedure will be amended to reiterate that items may be placed on a future agenda of any regular, special meeting, or study session with the approval of a majority of the City Council present at a regular meeting of the City Council during consideration of “Future Agenda Items” at the time it appears on the agenda.

In summary, in order for a member of the City Council to place an item on a future City Council agenda, it would have to be requested during the “Future Agenda Items” section of a regular City Council meeting, subject to the approval of a majority of those present at the meeting. This will provide an equal opportunity for each Council Member to add an item to a future City Council meeting agenda.

ALTERNATIVES

1. Do not adopt the Resolution regarding placement of items on future agendas. [STAFF DOES NOT RECOMMEND THIS ALTERNATIVE.]
2. Adopt the Resolution regarding placement of items on future agendas to provide each member of the City Council an equal opportunity to add an item to a future agenda. [STAFF RECOMMENDS THIS ALTERNATIVE.]

FISCAL IMPACT

There is no identifiable significant fiscal impact associated with this matter.

NOTIFICATION

Publication and distribution of the agenda.

PREPARATION OF STAFF REPORT

Prepared By:
Patty Rodriguez, CMC
Manager of the Office of Mayor and City Council/City Clerk

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

Concurred By:
Brian Mohan
City Manager

Concurred By:
Steve Quintanilla
City Attorney

CITY COUNCIL GOALS

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.

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_CA_PLACEMENTOFITEMSONFUTUREAGENDAS_041525.docx
Attachments:	- RESOLUTION - FUTURE AGENDA ITEMS 04.10.2025 SBQ.doc
Final Approval Date:	Apr 10, 2025

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

Patty Rodriguez

No Signature - Task assigned to Steve Quintanilla was completed by assistant Patty Rodriguez

Steve Quintanilla

Natalia Lopez

Dena Heald

Launa Jimenez

Brian Mohan

Patty Rodriguez