City of Long Beach
Working Together to Serve

Memorandum

Date: March 1, 2019

To: Mayor and Members of the City Council

For: Patrick H. West, City Manager

Subject: **Best Practices for Streamlining Council Meetings**

BACKGROUND

At its meeting of October 23, 2018, the City Council requested a report on best practices for streamlining City Council meetings. The City Manager's Office, City Clerk's Office, Mayor's Office, and City Attorney's Office conducted outreach and best practices research to prepare recommendations for the City Council's consideration, which are contained herein.

OUTREACH AND RESEARCH

Survey

The Council Meeting Streamlining Outreach Survey (Survey) launched on Wednesday, November 14, 2018, and ran until Tuesday, December 18, 2018, to obtain feedback regarding current meeting structure. The Survey was distributed through Facebook, Twitter, LinkLB, and the #GoLongBeach City Newsletter, and was also distributed to City Council meeting attendees during the December 4, 2018 meeting. This survey was not a formal scientific survey with the requisite controls, and did not preclude multiple responses from a single individual.

The survey consisted of six questions, one asking for feedback on streamlining the meetings, and five related to demographics. There were 210 responses to the survey. Of those responding, 92 percent reported they had attended a City Council meeting before, and 87 percent reported they had viewed meeting videos.

Common suggestions for streamlining meetings were to:

1. Limit public comment during high attendance meetings,
2. Limit Council Member discussion,
3. Limit repetition of praise and agreement between Councilmembers,
4. Adhere to the agenda order,
5. Establish time limits for agenda items,
6. Limit presentation/ceremonies at the beginning of meetings,
7. Publish agendas and estimated times for each item at least a week in advance, and,
8. Meet more than once a week.

Please see *Appendix B* for the full survey results.

The demographics of the respondents were as follows:

Council Districts

1	2	3	4	5	6	7	8	9
31	35	25	36	34	8	17	16	8
14.8%	16.7%	11.9%	17.1%	16.2%	3.8%	8.1%	7.6%	3.8%

Age

0-18	19-29	30-39	40-49	50-59	60-69	70-79	80 +
0	21	39	34	36	48	27	5
0%	10%	18.6%	16.2%	17.1%	22.8%	12.8%	2.4%

Review of Meeting Length

The City Clerk's Office also analyzed all City Council meetings in 2018. Out of 35 total meetings in 2018, 12 meetings lasted over 5 hours. For each of these meetings that went over 5 hours, they found that Public Comment took less time than Council/Staff time. Please see *Appendix A* for the full breakdown.

RECOMMENDATIONS

City staff have prepared recommendations based on the outreach, a review of other cities, historical knowledge from past efforts, and concepts staff believes would improve City Council meeting productivity. The City Council should discuss these recommendations and provide direction to staff as to their potential implementation. The recommendations are as presented below:

Recommendations for Immediate Implementation

1. *Reach out to staff prior to the City Council meeting*

   To reduce the amount of time devoted to technical questions or general clarification during the City Council meeting, it is suggested that Councilmembers reach out to staff in advance of the meeting to limit discussion on the floor.

2. *Set scheduled time and time limits for ceremonials/presentations*

   Presentations for the community are an important part of the meeting and are valued by the community. Having a set time to conduct presentations would provide structure to this part of the meeting and limit their carryover into the general City Council meeting. Staff recommends setting a limit of five minutes per presentation, with a goal of limiting the number of presentations per meeting to two or three. The City Clerk would create a timer for presentations to help keep this part of the meeting on track.

3. *Segment time for public comment*

   In prior meetings when significant public comment was expected, the Mayor and City Council have staggered public comment limits, so the first ten participants get three minutes, then the next ten receive two minutes, and the remainder get one minute. In more recent meetings, such as the one held on December 4, 2018, the Mayor and City

Council agreed that when more than ten speakers line up, the allotted time should drop to 90 seconds for everyone. Staff recommends formalizing the practice of 90 seconds when there are ten or more speakers, with Language Access and ADA exceptions. This would require an amendment to the Long Beach Municipal Code (LBMC).

4. *Use of Consent Calendar*

   Greater use of the Consent Calendar would streamline approvals for many standard or frequent types of items, thereby reserving time for items that require more discussion. Staff recommends expanding the use of the Consent Calendar to include items such as grant applications, contracts, and receive and file reports. City Councilmembers would always have an opportunity to pull items from the Consent Calendar for discussion.

5. *Adopt Consent Calendar prior to 6:30 p.m.*

   Adopting the Consent Calendar prior to 6:30 p.m. as a matter of practice would provide the public and City staff some time certainty for routine items. Staff also believes there would be some cost savings as Consent Calendar items often have lower-level staff on overtime attending the meeting waiting to answer any questions on those items. It is further recommended that, if the Consent Calendar cannot be heard by 6:30 p.m., that staff be released for the night and any Consent Calendar items, for which questions cannot be answered by senior staff present, be laid over to the next City Council meeting.

6. *Adhere to posted agenda order*

   Although the Mayor retains full discretion to reorder City Council meeting agenda items, it is recommended that the posted agenda order be followed, unless there is a significant item needing to be advanced, to prevent confusion and inconvenience to the public in attendance. For controversial items, or items where large crowds are expected, it is recommended that increased use of "time certain" scheduling be employed to reduce waiting time for the public and to create more certainty to the agenda.

7. *Call for a "point of order" after discussion has gone longer than 30 minutes*

   This recommendation provides that the Mayor or any City Councilmember can call for a "point of order" after the City Council's discussion on any one item has lasted more than 30 minutes. The City Council must then vote by majority to continue discussing the item, or to table it for the next meeting. This would apply to the City Council's discussion time, not the public comment time. Once City Council discussion has started, the City Clerk would start the 30-minute timer, and then remind the Council once 30 minutes of discussion has passed and ask for direction from Council. This would require an amendment to the LBMC.

8. *Increase use of City Council Committees to hear public comment*

   Staff recommends a greater use of City Council Committees to receive public input on issues for which significant public comment is expected. The City Council can refer any item to Committee for discussion and debate. If opportunity has been provided at the Committee level for significant public comment, public comment on that same issue at the City Council meeting could be limited (e.g., one minute, 90 seconds).

9. *Refocus use of Supplemental Agenda for items of urgency only*

   The Supplemental Agenda was created by the City Council to address items of urgency that could not be handled through the Regular Agenda. The Regular Agenda provides eight days of review for routine items, while the Supplemental Agenda provides only three days of review for urgent items. Over time, the Supplemental Agenda has been used, primarily by the City Council, for more routine items, providing only three days of review. To return to the original intent of the Supplemental Agenda, staff recommends requiring supplemental items have a Statement of Urgency. This statement would be included in the agenda item, similar to the statement of fiscal impact, and clarify why the item is urgent and must be heard at the next meeting. If there is not a sufficient Statement of Urgency, the City Council may call a "point of order" and require a two-thirds vote at the meeting to hear a supplemental item.

10. *Continue Closed Sessions at the end of City Council meetings, if required*

    Closed Sessions frequently run into the 5:00 p.m. start time for City Council meetings. Staff recommends concluding Closed Sessions by 5:00 p.m. If Closed Session items require additional discussion, they would be continued for further discussion upon adjournment of the regular City Council meeting.

Recommendations for Future Implementation

1. *Hold a Robert's Rules of Order Refresher*

   At its October 23, 2018 meeting, several Councilmembers expressed a desire to be retrained on Robert's Rules. Staff recommends the City Council request the City Attorney to offer a refresher training opportunity at an upcoming meeting. Additionally, the City Attorney's Office is exploring modified rules used by other agencies and could provide information on those rules at an upcoming meeting.

2. *Use of technology in the new City Hall*

   The new City Hall provides a great opportunity to introduce new procedures and technology to assist with the flow of the City Council meeting. The following are a few ideas to consider:

   a. Ways to give kudos and show support

      A common theme reflected in the survey was that Councilmembers spend significant time voicing their support for items or presentations. This is a very positive part of the City Council meeting but can add to the overall length of the meeting. Staff recommends exploring technology options in the new City Hall to give kudos to indicate support as an alternate way of support to verbal comments. This could manifest as emojis or "thumbs up" flashing onscreen, so it is clear to the public and viewing audience that the Councilmember has supported the item.

   b. Signing up for e-comment via kiosks or personal devices

      Other agencies, such as Metro and L.A. County, have technology systems that require speakers to indicate electronically they would like to speak on an item,

helping the Chair to know how many speakers there are. Staff recommends exploring the use of this technology via digital kiosks and personal devices. Sign-ups could occur until the time the item is called by the Chair for discussion. There would be an option to sign up without providing identifying information, to not stifle public comment.

c. Electronic board to announce the City Council meeting agenda order

In case agenda order needs to be rearranged, the electronic board in the new Chambers may be able to be set up to clarify to City Council meeting attendees the new order of the agenda items. Staff is exploring this.

Options Considered, But Not Recommended

Staff considered a number of other options that are not being recommended based on prior experience, the experience of other cities, or comments received. They are as follows:

1. *Shorten Public Comment*

   To continue encouraging community engagement, shortening general Public Comment for items not on the agenda is not recommended at this time. Additionally, based on staff's analysis, Public Comment was not the primary contributor to the length of City Council meetings. Please see *Appendix A* for a time breakdown of meetings.

2. *Move Public Comment to the end of the meeting*

   Moving Public Comment to the end of the meeting is not recommended as it would add a barrier in public participation. This concept was proposed in the past and was not embraced by the City Council or the community.

3. *Add additional meetings*

   The City Council used to meet every Tuesday of the month, with the fourth Tuesday being a community meeting. In 2003, the fourth meeting of the month was eliminated due to effect cost savings. The City of Austin added more meetings to help reduce the length of meetings, and their experience was that adding more meetings did not have the intended effect.

4. *Timing Councilmember comments*

   Setting a time limit for individual City Councilmembers to speak was suggested during the survey. However, staff's research of best practices suggested that, while some cities have included this in their rules, no city was successful in enforcing this rule.

5. *End Council Meetings at a set time*

   In the past, the Long Beach City Council had a meeting stop time of 11:00 p.m. as an attempt to address the issue of lengthy meetings. It was discontinued as it did not prove to be effective. It had the unintended effect of creating disharmony among the body when the deadline approached, but items requiring debate had not been sufficiently discussed.

NEXT STEPS

City staff will bring these recommendations to the City Council for input and direction in the near future.

If you have any questions, please contact Assistant City Manager Tom Modica at (562) 570-5091.

CC: CHARLES PARKIN, CITY ATTORNEY
LAURA DOUD, CITY AUDITOR
TOM MODICA, ASSISTANT CITY MANAGER
KEVIN JACKSON, DEPUTY CITY MANAGER
REBECCA GARNER, ASSISTANT TO THE CITY MANAGER
ANDREW VIALPANDO, ASSISTANT TO THE CITY MANAGER
DEPARTMENT HEADS
MONIQUE DE LA GARZA, CITY CLERK (REF. FILE #18-0949)

Appendix A

This chart depicts meetings longer than 5 hours in duration during 2018. City staff calculated the time of public comment, versus the time taken by City staff presentations and Mayor and City Council comments, as indicated below:

Council Date	Total Public Comment (hours:minutes)	Council/Staff (hours:minutes)
January 16, 2018	1:57	4:24
February 20, 2018	2:48	3:42
March 06, 2018	3:16	3:46
March 13, 2018	3:31	3:26
March 20, 2018	3:11	3:49
April 07, 2018	2:24	3:06
June 19, 2018	1:37	5:13
July 24, 2018	1:43	3:46
August 14, 2018	0:54	6:02
August 21, 2018	1:14	5:43
September 04, 2018	1:20	6:42
December 04, 2018	2:11	3:29

The chart below depicts the duration for every Council Meeting

Date	Special Meeting Start Time	Start Time	End Time	Duration
1/9/2018	3:30 PM	1/9/2018 3:36 PM	1/9/2018 4:30 PM	0:54
1/16/2018		1/16/2018 5:10 PM	1/16/2018 11:48 PM	6:38
1/23/2018		1/23/2018 5:11 PM	1/23/2018 6:21 PM	1:10
2/6/2018		2/6/2018 5:38 PM	2/6/2018 8:48 PM	3:10
2/13/2018		2/13/2018 5:13 PM	2/13/2018 6:44 PM	1:31
2/20/2018		2/20/2018 5:16 PM	2/20/2018 11:57 PM	6:41
3/6/2018		3/6/2018 5:14 PM	3/7/2018 12:20 AM	7:06
3/13/2018		3/13/2018 5:04 PM	3/14/2018 12:30 AM	7:26
3/20/2018		3/20/2018 5:13 PM	3/21/2018 12:30 AM	7:17
4/3/2018		4/3/2018 5:27 PM	4/3/2018 7:16 PM	1:49
4/17/2018		4/17/2018 5:19 PM	4/17/2018 10:57 PM	5:38
4/18/2018	5:10 PM	4/18/2018 5:17 PM	4/18/2018 5:22 PM	0:05
5/1/2018		5/1/2018 5:09 PM	5/1/2018 6:05 PM	0:56
5/8/2018		5/8/2018 5:17 PM	5/8/2018 6:22 PM	1:05
5/15/2018		5/15/2018 5:29 PM	5/15/2018 7:40 PM	2:11
5/22/2018		5/22/2018 5:07 PM	5/22/2018 7:31 PM	2:24
6/12/2018		6/12/2018 6:20 PM	6/12/2018 9:39 PM	3:19
6/19/2018		6/19/2018 5:27 PM	6/20/2018 12:47 AM	7:20
7/10/2018		7/10/2018 5:14 PM	7/10/2018 7:35 PM	2:21
7/17/2018	4:00 PM	7/17/2018 4:27 PM	7/17/2018 5:02 PM	0:35
7/24/2018	6:00 PM	7/24/2018 6:11 PM	7/24/2018 11:56 PM	5:45
8/7/2018		8/7/2018 6:26 PM	8/7/2018 10:43 PM	4:17
8/14/2018		8/14/2018 5:04 PM	8/15/2018 12:14 AM	7:10
8/21/2018		8/21/2018 5:29 PM	8/22/2018 12:37 AM	7:08
9/4/2018		9/4/2018 5:19 PM	9/5/2018 1:59 AM	8:40
9/11/2018		9/11/2018 5:06 PM	9/11/2018 7:04 PM	1:58
9/18/2018		9/18/2018 5:17 PM	9/18/2018 8:52 PM	3:35
10/2/2018		10/2/2018 5:42 PM	10/2/2018 10:34 PM	4:52
10/9/2018		10/9/2018 5:13 PM	10/9/2018 8:56 PM	3:43
10/23/2018		10/23/2018 5:33 PM	10/23/2018 10:07 PM	4:34
11/13/2018		11/13/2018 5:08 PM	11/13/2018 8:58 PM	3:50
11/20/2018		11/20/2018 5:01 PM	11/20/2018 6:35 PM	1:34
12/4/2018		12/4/2018 5:24 PM	12/4/2018 11:23 PM	5:59
12/11/2018		12/11/2018 5:03 PM	12/11/2018 9:58 PM	4:55
12/18/2018		12/18/2018 5:12 PM	12/18/2018 6:40 PM	1:28
	AVERAGE:	**3:58**		

Appendix B

What are your suggestions for streamlining or shortening Council Meetings? (Please be as specific as possible.)
No more awards during council meetings, council members get 3 minutes to speak like residents
Increase council meetings to every week. Have Council take care of their homework before each council meeting. Including, understanding relavent materisl, public meetings, critical thinking sessions with respective staff and community. Limit discussion time to relavent issues, stay on task, give public sufficient time to air out ideas and suggestions. Always keep in mind you are a public servant the public is your boss. If you as a council member do not agree, then go back to your day job.
N/A
All presentations should be kept to 10 minutes or less. I attended the October 2nd meeting where the Convention Center presented far, far too long and other presentations on projects that really work to address the needs of our communities were far too short. I would have loved to hear more about the Early Education plan but I feel the Convention center's presentation took up their time. It was ridiculous how many videos the Convention Center showed. When issues of high contention show up on the agenda, perhaps the agenda should be rearranged to hear only that item and all other items to be moved to another night. Also, Council should adopt an understanding around equity and hold true to that notion, which may decrease the need for so much public comment. Maybe also limit the time each person gets for public comment, unless otherwise needed for ADA reasons. Two minutes is still enough time to get your point across.
Educate the public as well as the council members on parliamentary procedure. Share information about the meeting via social media in advance of each meeting so that the public is well informed in advance of meetings (specifically so they have it readily available if they are choosing to speak in public comment.) This includes links to the meeting agenda and attachments.
Stop being a bunch of liberal money grabbing brain washed morons.
Are there other ways to meet the public comment requirement? By requiring comments be submitted online before meetings, perhaps? Also, maybe do the honorary/awards/civic note stuff like the Oscars — pre-tape and post online. Lastly, maybe break out intensive agenda items to separate single-focus sessions, with more pre-curation of comments, if that's possible.
When the agenda is set. Do not push back and reset without notice. I want the closed session to stop. That proves corruption. If you cannot let the public see and hear, and vote. No more black out. We all have waited our turn. The council and the mayer have proven they are not for the people. They are not true public servants. Look at the dockets. You will see a self serving council and mayor. Or going into hiding closed session. We need transparency. Not corruption. When given the opportunity to speak we the people demand the same respect. Approaching a smug mayor and council, who treat us with distain is not fair. Just cruel.
Don't have a first public comments or last one. Only need one
Have meetings start on time, schedule hearings at 6 instead of 5, get Consent Calendar and as many regular items finished before 6, limit Special Recognitions to no more than 2 a meeting and limit to 5 minutes max for each, when more than 15 public speakers, limit their time to 2 minutes each.
Limit speeches from Council members. Require Council to stay off of their phones, stop reading magazines, etc. so that they can pay att5and get through items. Allow public comment via email and social media and have them printed out to cut back on time people speak at the meeting.
Limiting the speaking time for each council member. Some of them talk too much. They all repeat each other. Maybe they should have ipads w. commands they can all tap that show up on the screen behind them, when they agree on something. Maybe having some software where people can submit comments using their mobile device by texting to a specific number and their comments appear on a big screen that everyone can see. And limiting public comment to first 10 people. Or having the Mayor to encourage stakeholders to vote on how they would like council to vote on an ordinance by using their mobile device. Then voting poll would appear on a big screen and that way council can get the sentiment on an issue to make up for the 10 person limit on public comments?
Don't know - stick to the agenda
I think it's a total Circus... the Council Members don't even pay attention. I wish I had suggestions but I don't!

Appendix B

What are your suggestions for streamlining or shortening Council Meetings? (Please be as specific as possible.)
Public comments should be set up differently. Possibly combine comments that are the same to a limit to 4 per subject and the remaining have submitted in written form and then posted after meetings? Or possibly have public comments written and submitted online instead of in person? Also, after an agenda item is presented the council should also be limited to their comments. Grandstanding and or political agenda conversation should not be allowed. Get the item's business presented, take a vote and move on. Most items have been discussed in committee so the way a council person votes is pretty much decided.
I'm not sure?
You need a process and a framework. If criteria does not exist for what and when a topic should be included on the agenda, that's the first step. As for public participation, solicit written questions/commentary in advance for topics announced prior to the meeting. (Hot or emergent issues that merit immediate attention can nudge other items down the agenda.). Provide a format that requires submissions to include the basis of opinion/questions, suggested actions and pros and cons of new vs. old practices. (Call me. I can help with the development of a quick form that can be used.) Then have staff compile input and summarize submissions for council members to review. All of this to occur prior to public discussion, so that the council is dealing with a full or at least partially developed body of thought in advance. For the meetings themselves, set time limits for each component of the topic. Complex, long term and major matters should be deferred to a subcommittee for analysis and follow through with a timeline for presentation of key milestone decisions/recommendations. I don't know if you already do this, but have you ever considered soliciting from the council members the priorities for their districts in order to address most important business first? This could help in planning agendas in advance. I am a project manager of considerable experience and would be happy to help: Leslie Charlesworth, 562.498.1056
No changes required.
Instead of having everyone repeat the same comments on an issue, take a tally of the people who concur & no longer feel it's necessary for them to speak. That way they can be heard & seen by the council & save time for all
Leave it as is. You work for the citizens of the United States.
City council meetings should be held at an earlier time so that they are more accessible to more community members. Important items should not be voted on after 10pm. City council often votes on key items with little community input. All council members should also be attentive to public comment instead of being on their phones while people speak, this will also streamline the meetings. Having city council meetings more than once a week will also streamline the process.
Advance note cards filled out by attendees with written concerns handed in to council or assistance before or during meetings
1) Review, and change wherever possible, city policies on receiving revenues. Most revenue items should not have to go to Council for approval. Grants should be automatically accepted if they meet the requirements of the City's financial policies (Policy #17 on the FM website). 2) Review, and change wherever possible, city policies on purchasing. Specifically, all purchases and contracts in excess of $200,000 or $250,000 (not sure of the exact amount) must go to Council for approval. With a General Fund budget in excess of $400 million, and numerous policies regarding purchasing, it is ridiculous to require Council's approval for each expenditure that equates to just 0.0625% of the GF budget. Raising the amount to $1 million would reduce the workload of both Council and staff (for the time staff needs to prepare the Council letters). 3) Whatever the reason a number of years ago that the Council decided to go "dark" on the last Tuesday of the month, that policy should be revisited. With what seems to be the increasing number of controversial issues to be decided by Council, having one additional meeting each month would allow for more time to conduct the City's business. 4) Not my first choice, but limiting public comment to 2 minutes versus 3, or limiting the total number of speakers on each issue would do wonders for shortening the meetings. 5) Regarding #4, to avoid accusations of violating free speech rights, perhaps a policy could be instituted that encourages persons to send in written comments of 3 pages or less prior to a Council meeting and once having done so, those persons are not allowed to speak during public comment. Rationale: those written comments also become a part of the public record. Ecomment does not work, because the number of characters allowed in a comment is very small.

Appendix B

What are your suggestions for streamlining or shortening Council Meetings? (Please be as specific as possible.)
Limit number of items for each meeting.
Start meetings earlier Limit the number of big ticket items on each agenda Meet 4x per month Full time council!!!
Limiting repetitive comments by Councilmen. It's clearly a political pulpit and echo chamber. I don't think this requires policy change - just discipline.
Council members to limit their "me-too" remarks. Consider approving items at the sub-committee level. Also, consider reducing public comment to less than 3 minutes.
- Put time limits for each item on the agenda. - Enforce the time limit by having a staff monitoring the time - Revised the agenda and its items --> have a minimum and maximum agenda items
Councilmembers can review and agenda items ahead of time and get clarifications and questions answered prior to the meeting. There is so much back and forth on small things then personal rude comments that it makes the councilmembers look petty and take up time. There also seems to be a lot of uncertainties about the rules of holding meetings with motions, speaking time, and such. Do councilmembers get any training on Roberts Rules of Order (or other meeting rules)?
Return to meeting on the last Tuesday of the month.
I do not believe that the meeting need to be streamlined. One thing that can be improved is to have the public submit "public comment" cards. The agenda items that have public comment requests should go first and all other business to follow.
The "SAME" council members don't need to repeat, I want to thank the staff...on and on, everyone who came out here tonight...and for my colleague for putting this on the agenda...I am in full support,,,on and on... Its total unnecessary and it seems to be more about benefiting them. It eats up a lot of time. It's feels like catering to your constituents, and the need for these council members to hear themselves speak. It's way overdone! Not all council members feel this need which is way too time consuming and just boring. A long speech before a item is brought before the city council which seems to be more about drawing attention to himself or herself. Classy, wise council members don't need to be OUT There reminding people that they are at the meeting and thank goodness they are blabbering like some others which would easily add over an hour to the council members.
The matters that are mundane and routine, i.e. routine contract approval could be place at the end of the agenda or in the afternoon eliminating the waste at the beginning of the meeting.
I attended a meeting which lasted 4 hours BEFORE it got to the item I wanted to support. My suggestion is to respectfully request that Councilmembers have a fixed amount of time to ponder and speak unless there is a specific recommendation or action or request. At the meeting I attended, it was literally compliment and contemplation about the annual report. AND THEN they went around a second time to speak again. I had to leave at that point.
Limit the individual council comments to 3minutes just like community speakers. Sometimes the chatter for more than 1/2 hour,! When all 9 take extra time, it's over2-4 hours longer than necessary.
Limit public oral comments to 2 minutes each and allow the opportunity only to those who requested time to talk PRIOR to start of meeting. Accept written comments before and after the meeting and publish those comments in some public forum.
Place the items that will attract community comments first on the agenda.
The citizens have the right to speak, even if council members are to busy on their phones to listen. Council keeps coming up with things the population don't really want, address the things that citizen want done and stop giving away our money for illegals, then maybe we won't complain so much.
Shorten public comment to 1:30 seconds and put a max for how many speakers can speak per item
Council members like to hear themselves talk, please limit their time.

Appendix B

What are your suggestions for streamlining or shortening Council Meetings? (Please be as specific as possible.)
1.) Begin meetings earlier, before 5pm 2.) Meet more than once a week 3.) Meet every Tuesday 4.) Hold hearings and/or presentations prior to the current meeting's start time 5.) Publish agendas with all staff reports and presentations at least two weeks in advance of Council meetings 6.) Limit the number of significant items per Council agenda (e.g., major policy changes, items with high community engagement) 7.) Use a time certain for such agenda items 8.) Make the Long Beach City Council full-time with full-time specialized staff
Council should be cognizant of how much they talk and actively reduce the amount of time they spend giving speeches. Additionally, there needs to be more meetings.Stop taking the last week of the month off, and/or add additional meetings per week.
- Begin meetings earlier, before 5pm - Meet more than once a week - Meet every Tuesday - Hold hearings and/or presentations prior to the current meeting's start time - Publish agendas with all staff reports and presentations at least two weeks in advance of Council meetings - Limit the number of significant items per Council agenda (e.g., major policy changes, items with high community engagement) - Use a time certain for such agenda items - Make the Long Beach City Council full-time with full-time specialized staff
--Begin meetings earlier, before 5pm --Meet more than once a week --Meet every Tuesday --Hold hearings and/or presentations prior to the current meeting's start time --Publish agendas with all staff reports and presentations at least two weeks in advance of Council meetings --Limit the number of significant items per Council agenda (e.g., major policy changes, items with high community engagement) --Use a time certain for such agenda items --Make the Long Beach City Council full-time with full-time specialized staff
Take a poll prior to the meeting so that we don't waste time hearing repeat opinions
Limit the number of significant items per Council agenda, make the Long Beach City Council full-time with full-time specialized staff, meet more than once a week and at minimum meet every Tuesday. Publish agendas with all staff reports and presentations at least two weeks in advance of Council meetings.
Publish agendas with all staff reports and presentations at least two weeks in advance of Council meetings
It would be great if the Council meetings could be broadcast over the radio like Santa Monica's City Council is broadcast over KCRW. It would also help if there were more hearings around Long Beach where councilmembers could gather input before moving things to a vote. It seems there's a culture of last minute-ness, where discussion and voting are all crammed into a meeting, rather than fully allowing decision-making to happen in a transparent and considered way. Publishing agendas with all staff reports and presentations at least two weeks in advance of Council meetings would help mitigate this culture as well.
To many words, dont said noting
Limit council members ability to speak like the public.
More items on consent calendar. Limit public comment to 90 seconds.
Limiting the amount of agenda items that are deemed as high potential for community input in each city council meeting will help reduce the length of time of the meetings.
Begin meetings earlier, before 5pm Meet every Tuesday Publish agendas with all staff reports and presentations at least two weeks in advance of Council meetings Limit the number of significant items per Council agenda Use a time certain for such agenda items Make the Long Beach City Council full-time with full-time specialized staff
Hold them more often and make Council full-time so they can better support their constituents.
Publish agendas with all staff reports and presentations at least two weeks in advance of Council meetings Make the Long Beach City Council full-time with full-time specialized staff
Start meetings earlier and limit number of items on the agenda.

Appendix B

What are your suggestions for streamlining or shortening Council Meetings? (Please be as specific as possible.)
1) Given that it is a part-time council. Council should meet at least 2 times per week. Tuesday/Thursday Monday/Thursday Monday/Wednesday Tuesday/Wednesday 2) Public comment for each agenda item should be limited to 10 to 15 people pro and 10 to 15 people against. The unlimited number of people that are allowed to speak is among the reasons that council meetings go over time. 3) Public comment should be limited to 2 minutes each with an extra 1 minute time for translation. 4) General public comment stick to the current 10 person limit but 2 minutes for public comment 5) Utilize the various council committees to hash out any additions to an item that is before council and have a robust public comment period. 6) Council members should stick to the word that they gave to the community rather than do a switch at last minute during the council meeting. 7) Make LB City Council Full Time Paid
Begin meetings earlier, before 5pm Meet more than once a week Meet every Tuesday Hold hearings and/or presentations prior to the current meeting's start time Publish agendas with all staff reports and presentations at least two weeks in advance of Council meetings Limit the number of significant items per Council agenda (e.g., major policy changes, items with high community engagement) Use a time certain for such agenda items Make the Long Beach City Council full-time with full-time specialized staff
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I tried to attend just one meeting and there was a line out the door and the meeting was at capacity. Someone mentioned that it would be nice if there was a rough arrival time recommendation for people who wish to speak so that it could be a bit less congested. Not sure if this helps... but there ya go.
• Begin meetings earlier, before 5pm • Hold hearings and/or presentations prior to the current meeting's start time • Publish agendas with all staff reports and presentations at least two weeks in advance of Council meetings
Consider the time at which Council meets, including holding hearings and/or presentations prior to the current meeting's start time of 5:00 pm; Consider meeting more than three times per month, perhaps meeting on the last Tuesday of the month and/or more than once a week; and Publish agendas with all staff reports and presentations at least one week in advance of Council meetings, limit the number of significant items per Council agenda (e.g., major policy changes, items with high community engagement), and use a time certain for such agenda items.
Is it possible to limit the number of items on the agenda??
1. Cut public comment back to 2 minutes each, or less. County of LA only allows 1 minute for public comment. 2. Cut City Council members statements and questions back to 5 minutes each per item. Why do they get to go on and on and on and on and berate staff publicly? Most of the time it is grandstanding. 3. Move public comment to the end of the agenda. 4. Limit presentations and proclamations to only 1/2 hour. Sometimes it goes on too long!
Make it easier to add "public comments" online. The current functionality is awkward. Also, encourage people to make comments via online as opposed to coming to meetings.
Public comment should go to 2 minutes after 10 speakers and 1 minute after 20 Councilmembers should be limited on how many items they can put on the agenda per year, like the state legislature Any presentation prior to the main agenda should be limited to 10 minutes.
Eliminate proclamations and other feel-good items. Just get down to real business. Residents don't want to attend a political rally or self-serving pats on the back. Most Long Beach residents are disgusted with our elected officials. We want to see action on streets, sidewalks, homelessness, crime, emergency services and similar important matters. We do NOT want to hear about another way to impose fees and taxes. The citizen's wallet is not a bottomless pit. Eliminate all photo ops, memorials and other trivia. KEEP ON TRACK TO MEANINGFUL BUSINESS AND LISTEN TO RESIDENTS.

What are your suggestions for streamlining or shortening Council Meetings? (Please be as specific as possible.)
Limit the amount of time Councilmembers speak. On certain items where it's not hotly debated, council members all take a bunch of time to say the same thing over and over. It's the biggest waste of time in these meetings.
You can run a city of 500,000 people by having Council meetings three times a month. I suggest having more meetings. Try having five meetings a month.
Time limits on speeches by Council members....maintain 3 minutes for public; require the same for the Council members
a. Hold hearings earlier in the day, possibly in the late afternoon b. Hold hearings on different evenings than Council meetings c. City Council is not dark on the last Tuesday of each month; Meet every Tuesday d. City Council meets more than once a week e. Start meetings earlier than 5 pm, possible at 2 or 3 pm. f. Hold presentations and pet adoptions before 5 pm g. Publish agendas with all staff reports and presentations at least one week (ideally 2 weeks) in advance of Council meetings h. Limit the number of big items per Council agenda i. Use a time certain for all big agenda items j. Make our city council full time, so that they can meet multiple times a week
Two days per week
1) I would suggest NOT shortening Public Comment. While it may seem inefficient, Public Comment is important to ensure the public has direct access to their representatives and are given enough space to speak. The symbolism matters, so shortening public comment will likely lead to perceptions of closing out the public and defeats the purpose of Council Meetings. 2) It is often the Councilmembers' comments that take the most time. Perhaps there is a way to limit it through putting a timer on each councilmember, or giving an overall time limit per item (i.e. once discussion of an item has reached half an hour, require a motion to continue comments) 3) Add more items to consent calendar. 4) Limit the number of items a councilmember can bring per year. 5) This would not shorten council meetings, but I suggest holding a few meetings outside of City Hall and in the community, perhaps in parks or community centers. This would allow for greater access and participation from people who cannot make it to City Hall on Tuesday nights.
Limit the total number of agenda items per meeting. Stop requiring items such as accepting a grant to go to council to be approved The City already decided to apply for the funds, why do we need to take up Council time to formally accept them? Limit the amount of time each council member can speak on an issue (not limit asking questions, but their endless speeches that are not required before voting). If the general public gets only 3 minutes for comment then they should too. Provide opportunity for residents to comment on agenda items via social media and online tools before the meeting and then provide those comments in written form to council members and attendees to reduce time.
They should NOT be shortened! The council is elected to serve our needs, don't be lazy, listen to more citizens needs -- NOT LESS.
addressing most important issues.Public comments in written form. Limit public comment to 2min.
All speakers must be on the agenda. Councilmembers at least act like they are interested and listening to proceedings and discussions and not frequently leave the room.
Reduce the presentations at the beginning of the meetings and have no more than 2. Don't give presentees time at the mic. Limit the number of time public speakers can address issues at the mic and cut them off quicker if they are not addressing the topics pressented. If there are a large number of speakers, give them 2 minutes at the beginning. Its not fair to start at 3 minutes and then cut later speakers to 2 minutes. Eliminate presentations from BIDs renewing contracts or CVB and have them hand out a 1 page fact sheet on their accomplishments. These feel good presentations waste a lot of city resources in preparing the videos and add little to what could be shared less expensively on paper. Put a time limit on councilmembers just as you do for the public. Some can ramble on a topic. On hot topics with much interest, limit the number of speakers for and against. At State hearings,public speakers can only say whether they are for or against an issue and the experts are the only ones that get to speak.
Limit the number of issues discussed per meeting and be flexible in changing that number. If a big issue is on the docket, put parameters in place to keep the meeting to a scheduled time frame

What are your suggestions for streamlining or shortening Council Meetings? (Please be as specific as possible.)
Not really sure... Put a cap on the maximum time limit of a meeting and stick to timelimits. Shorten the agenda. I do not want to shorten meetings to the point where business is being skimmed over and sufficient attention is not given to the business just for the purpose of shortening the meeting.
Council members need to do their jobs and actually sit down and listen to the people they represent. Those people that take the time to jump thru the hoops to getthe chance to speak Should be listened to and heard, basic communication skills we expect from pre- schooler's! Council members " applied " for this job and were chosen. They now need to serve the people they were chosen by hired to serve. Stop whining, stop looking at the opportunity to serve as a a stepping-stone to another job, Stop disrespecting the people you serve and do the job you chose to apply for or quit. You were elected by the members of the district you represent (not PAC's, unions, non-citizens, corporations...) to be the person to interact with those investing in & underacting with the city on behalf of the legal law- abiding Citizens of your district and city. Stop pushing your personal agenda's and instead work for your citizens, then maybe you won't have to deal with an abundance of comments lasting late into the evening. - I could go on but I will refrain. You Applied For a Job! Do it and respect those who hired you - or - Quit!
- Start the meetings on time. - Either use a set time (short) for opinions about every item that comes up or don't allow lengthy opinions. Most of the time spent between agenda items is about congratulations, and not about suggestions as to what is needed to move the agenda along. - If the agenda is going to be a long night, please allow the public speakers to speak earlier, since they must come at 4:45pm to get speaker cards. No one has eaten, but the council often eats in front of the public, while the public is not allowed to bring anything to eat into chambers. It is very unprofessional to keep the public waiting for up to 8 hours (during budget), and can't leave, because we never know when you are going to call for Public Comment. It's like holding the public hostage and waving meals in front of them, while denying them food. - You might try moving the signup for speaker cards to around 6pm (so people who work, can come for cards, too). No one comes to speak, when they can't make 4:45pm, while they are still at work. Was that planned into the agenda? We do wonder, because it's so obvious. - Meet every Tuesday. It will be shorter sessions, and everyone won't be so tired and feisty. You may get more work done, and the taxpayers will get better representation for a city this size.
Too much time is wasted and not necessary for EVERY council member to thank staff for doing their job. Two at the most should be sufficient. Sorry but the female council members talk too long & have to comment on every issue.
Cancel the picture taking ceremony the mayor insists on during a council meeting [in chambers]. Takes too long and mayor just drones on and on and on, as he grandstands his greatness. Reserve that little ceremony to a day before the council meeting announcing it did take place, and flash that group photo onto the screen at the front of the council room.
Have the public participation in the beginning of the meeting. Don't make the public wait until the end to say their piece.
1. Limit public comment to 1.5 minutes. 2. Council members - be brief in your comments! 3. Make it easier for LB residents who want to come for a specific agenda item. We have no way of knowing when the item will be presented-discussed since things are taken out of order and no timeframes for presentations/discussions are published. I have tried calling council members' offices and often they don't know. If I don't get there at 5pm, I have no idea where they are on the agenda. Suggest an electronic board which would let the audience know where you are on the agenda, what has already been discussed, what items remain and in what order they will be presented.
Insist the council persons, elected by the citizens, LISTEN to the people at the podium! It is terrible how they are not paying attention and looking bored.
All items should be on a consent agenda. Only discuss items that are pulled by a councilmember or a member of the public.
1. Limits on presentations to Council (maybe submit info in advance). 2. Implement a submission process rather than opening up discussion to the public for certain meetings.

Appendix B

What are your suggestions for streamlining or shortening Council Meetings? (Please be as specific as possible.)
Keep agendas short, with 1 or 2 items per district. Move meeting venue to various areas/districts of the City for town hall community input. Nobody wants to attend meetings downtown.
While I feel, it is important to recognize citizens' contributions to their community as well as their personal accomplishments, these ceremonies at times run long. Might these moments of recognition be held during special meetings or once a month? Also, might Council members offer up a "here, here" as is done in UK Parliament when in agreement with their fellow Council members rather than the wordy (and time consuming) responses we have grown accustomed to?
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Limit all Council people's comments to No More Than 3 minutes, 2 minutes if that's what the public is limited to. Presentations and awards should also be limited in their time to no more than 5 minutes.
Maybe it's time to meet on the last Tuesday of the month to better serve your constituents. When we run for elected positions it takes dedication to the tasks at hand.
Maintain pre determined agenda & limited audience comment/rebuttal time as well as non citizen agenda discussions time limited
1. Let public comment people go first after flag salute and group recognitions. 2. Limit of 4 Councilmembers to 6 minutes each per topic. 3. Have only one Councilperson thank people or agencies for their imput instead of more who start out with "I would also like to thank ....."
Stop with all the Thank you's To the staff, they get paid to do a good job and if they don't replace them. Stop Council members and the Mayor repeating themselves over and over and over. Once the point is made move. The Meetings are not a platform for future political offices. BTW I don't care where you work, worry about Long Beach.
Reduce the number of agenda items per meeting to a maximum of 10. Limit the amount of time Councilmembers can speak just as we limit the amount of time the public can speak.
Consider the time at which Council meets, including holding hearings and/or presentations prior to the current meeting's start time of 5:00 pm; Consider meeting more than three times per month, perhaps meeting on the last Tuesday of the month and/or more than once a week; and Publish agendas with all staff reports and presentations at least one week in advance of Council meetings, limit the number of significant items per Council agenda (e.g., major policy changes, items with high community engagement), and use a time certain for such agenda items. Also, involved community groups who represent groups that are underrepresented in civic engagement to advise on this issue.
* Meet more frequently to shorten overall meeting times * Do presentations and hearings much earlier in the day (long before the 5pm start time) * Provide all reports and information to council and the public at least a week in advance (or at a minimum in compliance with the Brown Act--sometimes reports and other pertinent information is not attached to the agendas) * Limit council members' initial comments to 3 minutes to state where they are on the issue, what they're hearing from constituents, and remaining questions they are considering - this would help make public comment more productive and help us get to public comment faster
Following a format!
limit public comments to 2 minutes per person
Don't move the agenda items around as much, Councilmembers should have a limit on how many items they can each submit, the Friday "emergency" items should only be for emergencies and not for regular business, put a time limit on each item that the Council has to share just as the public is also limited in how much they can speak. Good luck!

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What are your suggestions for streamlining or shortening Council Meetings? (Please be as specific as possible.)
1. Follow the posted agenda - stop moving around agenda items. If you know what items are desired early, put them on the agenda that way and stick to it. Not only is it difficult for the public to follow, it makes childcare/pick up and family coordination difficult. (Imagine if you're at Council for a "quick" consent item and the consent calendar is suddenly moved after long presentations, proclamations and the controversial item of the night and you're responsible for child pick up.) 2. Put more regular business items on consent, and have an AR/policy that dictates what is allowed to be placed on the consent calendar. Items like approval to apply for or accept grants are put on agenda because council wants to talk about them as good things. But these are routine business if the City Manager has already approved application as such. 3. Schedule fewer presentations at the beginning of meetings. There is no reason for the gratuitous CVB presentations - these belong in a report or a LBTV feature to show before Council meetings. 4. If there is a controversial item anticipated, start the meeting early (3pm/4pm) for routine Department business. 5. Allow grant application, acceptance and appropriation (if awarded) to occur in the same council action. This is otherwise two separate council items, and takes up time on these agendas that could make room for other things. 6. Require standard turn around times for council requests. So many items are 60 or 90 day requests, but this is not enough time. The minimum should be 120 days, and on the floor, the city manager should be able to have the schedule and plug in the appropriate date when these items should return to balance agendas. 7. Encourage council members to not all speak to congratulate each item and find another public method for congratulations that doesn't take 30 minutes (3min x 9 council members + 1 mayor). 8. Evaluate and publish data on what part of meetings take the longest and identify whether they are necessary and identify strategies to shorten those. This process is uninformed without data. I want to see analytics on areas of the meetings that go long. If it shows these are the controversial but necessary items, there may not be much to change.
Strictly Limit time for each presentation and each Q/A person. City Council members should also self impose time limits on themselves.
Acceptance of grants, regardless of amount, and if no in-kind match is required, should be on the Consent Calendar. Councilmembers should bring items forward that pertain to the City's core services - too many fluff and feel good items that require many resources - money and time. Less chatter and grandstanding by Councilmembers - focus on the item at hand and be concise with comments - stop thanking each other.
Making sure presentations during or before meetings take place in a timely manner and do not run into council meeting time too long, public comments not related to city council meetings at the end could be limited to two minutes, or a meeting ending time could be implemented. Public outreach on social media or a pamphlet for new attendees should be made readily available to avoid public speaker confusion about why council members cannot respond or why a speaker has a time limit and that they have the ability to submit online communications prior to the meeting instead of having to attend and speak.
Instead of having people come up for none agenda items have them send these in via text, email,{ librarys have computers if someone doesn't have one} Also when one of the council folks agree with an item instead of them getting time to just talk to agree have them text or email their agreement in to be added to item either before of after.
time limits for speakers would help significantly. I realize the City wants to be accommodating, but there are a number of folks who show up to every meeting and dominate the conversation. They spent most of their time complaining and rarely offer solutions.
Reduce presentations. Give Councilmembers 5 mins to speak.
If discussing a highly debated issue, perhaps have a sperate council meeting to address that issue. For example, Claudia's Law which was on the regular agenda and went too late into the evening. Also, this survey should have been better organized. For example, I live in one district but live in another.
Limit of regular agenda items per agenda.
Council delegate as most as possible.
Move more items to consent calendar. Limit public comments to one minute.

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Limit council comments on items when not specific to discussion on a topic (i.e., when supporting an item and simply using the dais to do so. And limit public comment on items to 1 minute. Finally, hear the high profile items in a committee meeting, not on the open council floor. Bring them back to council for a final vote, with limited public comment.
Council members should keep their comments to 3 minutes
Council members follow agenda as listed without the opportunity to move up an item for personal reasons (e.g. having to leave a meeting early) unless the reason has been deemed due to a citywide emergency. Council members are not allowed to leave chambers while public is addressing council or while other council members are discussing agenda items. Nor can they have side conversations while other council members are speaking. The last meeting I attended all of these issues occurred causing the need for information to be repeated unnecessarily because council members were distracted by personal motives.
I think there should be 2 council meetings a week, as the amount of items that need to come to council are quite a bit. I think the limit for council meetings should be 15-18 items.
DON'T. Streamline will restrict access to information by the public
Shorten the ceremonial photo op events. Maybe limit public comment on particularly controversial issues to 2 hours - announced ahead of time. Emphasize the interest in leadership of groups / ideas be presented versus individuals that add little to the issues. Allows these leaders at least 5 minues.
Have council members and mayor ONLY work on agenda items at meetings....NOT be involved with other matters during that time
do not do it! all citizens of Long Beach should be heard and not be put off by the mayor just because he is not going to be in Long Beach that much anymore so he can go to work with Newsom
Fewer presentations, proclamations, etc at the beginning of council meetings, or limit the amount of time for these. More strategic scheduling of hearing items to avoid multiple controversial items on each agenda if possible.
Every council member does not have to speak on every issue. Especially when they aren't asking a question or concern. Their vote shows support on not.
Go back to meeting every week so there are fewer agenda items. Dispense with the many awards or do them at another time than the council meeting.
less proclomations limit councilmembers speeches tio 5 min max
You would need to consider being open the last Tuesday again. Also, consider online attachments and live briefing discussions. You have a couple of weeks before certain major items are put out there even free conference calls for staff as they recommend. All you would need is a short commentary. Right now, we do not have availability to address certain issues. Have a day for a conference call listen and commentary. Nothing on the agenda has happened overnight.
Cap the total amount of time for public comment. Reduce speaking time depending on number of speakers signed up.
Limit Councilmembers to actual discussion and questions of staff related to agenda item. No bloviating! Cut out all the "I want to thank so and so for bring this item forward" blah blah blah. No more awards or recognitions at meetings. Business only!! Don't you dare cut the public's time at the podium!
Have the recognition presentation at a separate meeting or time. Impose limits on Councilmember comments (they could always waive the rules for something special but at least cut down on talking about every single item. Place more items on consent or even subject to city manager approval instead of taking routine items forward
Reduce public comment time. council member should be familiar with agenda before the meeting. Reduce the amount of presentations and lesd vpicture taking.

Appendix B

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Take roll before meeting. Be as prepared as possible and able to answer questions on the subjects discussed, instead of deferring to a colleague. Or just have the member with the information answered those questions. For example, if the subject is the budget, and since the city manager has that information, let that person answer.
Limit public comments. Encourage comments to be emailed.
Meet more often. We are a city of 500,000 people. City Council should meet at least once per week, every week.
Limit the number of speakers on each topic-- equal numbers for each side, where possible.
Cut staff presentation time
If people from the Long Beach Community is to really be header for real problems they should have more than 2 minutes to talk and Council members should cut their time joking around doing meetings.
public ALWAYS has a voice and maybe save these times combined to the very end. Council gets off topic a lot and somewhat narcissistic and manipulative. That should always be avoided.
Do NOT get rid of public comment time. Long meetings are a problem, but the problem should not be resolved by eliminating the opportunity for the public to comment on issues of their choice.
Democracy takes time. Eliminate special presentations from meetings.
Stick to Agenda. If people are scheduled and show-up, do not dismiss them without giving them their due.
Have important topics first in the meeting and set a time frame for the meeting and then table items that are not as important.
Stop all the remembrances, presentations, celebrations, and useless orations and photo opportunities at the start of every Council meeting; do them at the end if these are still a priority for Council. Start the meetings promptly at 5PM with the business agenda. Do not schedule special or closed meetings for council members prior to City Council meetings unless they will reliably finish at 4:50PM. Why is City Council dark on the last Tuesday of the month?! There's work to do and to take a day off from City Council schedule means that the people's work is not being handled promptly. A minimum of 4 meetings, if not 5, is needed.
Have a better platform for residents in LB to reach their City council such as digital means or better outreach. I wrote to my Council woman and never heard back from her. This makes it seem like I need to attend council meetings in order for me to voice my opinion.
Hold them Fridays at 11 am. Everyone will want to end it.
Move the start of the meetings to 4:00 in the afternoon
When there are more than 10 people lined up to speak, limit comment to 2 minutes.
Take care of items with no public interest before the City Council meeting.
I am not sure it will shorten meetings, but I believe comment cards should be submitted rather than the "line up". Time restrictions can be put in place on public comment for larger items.
Eliminate presentations.
- Councilmembers should arrive on time. - Cut out the pledge of allegiance. - Councilmembers should be judicious with their commentary and not be redundant.
Council member comments should be brief
The City Council Meetings should focus on providing two way discussion time with residents. It should not shorten the 3 minute comment period for residents. It could provide a voting button for residents who want to express their views similar to the City Council voting tally. The City Council could practice being concise and limit their presentations.
Start on time! If Closed Sessions run past 5:00, they should be continued another time - not run into the scheduled Council meeting. Also the Presentations get too lengthy with each Council member restating/repeating the same accolades. The accolades should be in the body of the presentation - allow the Mayor or Vice Mayor to summarize. Consider moving up any known controversial item to be heard out of order (earlier) on the agenda to get as much

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public input as possible -- and consider a hard stop at a specific time (like 10:00 p.m.) with any unresolved issues carried over to the next meeting.
Use Robert's Rules of Order
All council members do not need to make comments on every item, especially if they are in agreement with what their colleagues have already shared. Shorten the public comment to 2 minutes or 2.5 minutes
The presentations at the beginning of the meeting are excessive and seem politically motivated.
No need to shorten. Start earlier. Plan better.
Stop allowing people to speak off topic - physically remove them if necessary. If a group is there, allow 1-3 persons from group to speak for everyone. Allow Q&A from Council to speakers to clarify positions and information. REQUIRE FACTS/STATS be provided by speakers to Council to limit gasbags.
no suggestions at this time
Regarding public comment - Residents should not wait longer than 1 hour to speak. It would make sense to have 2 signs up One at 4:45om - public comment at 5:45 for 30 minutes Then another signup at 7pm With public comment at 8pm For 30 minutes
Limit agendas, allow public to come and after each agenda item rather than forcing us to wait until the end of the meeting
Consider the issue(s) attracting most comment first. Limit the number of comments to the first 50. Postpone other items as needed.
Do not allow council to walk away or be on a phone & get down to business
Time certain start for hearing items. Start on time. Make better use of CCL committees to work out details for proposed policies to shorten discussion at full CCL.
Limit Councilmembers 5 minutes speaking on each subject. Leave public speaking to 3 minutes unless long line.
Limit their stage time
Having all concerned parties to council meeeting show up on time. Stay seated and not leave early. Showing respect to all items on caldenar.
Shorten public comment to a minute. They can submit their thoughts online and if they can't access the web have the city help them input it. Cut council members thank yous that take forever. Cut presentations. Meet more times a week become full time.
1. Start the meeting on time. 2. Take the agenda in order. Moving items should be the exception, not the rule (as it has become in the few years). 3. Teach the councilmembers how to use Robert's Rules of Order. Over at the Port, the city lawyer before Mr. Gayle, was a "certified parliamentarian" - He used to teach new harbor commissioners parliamentary procedure. It is embarrassing for the city to have some reps sit at the dais and giggle as they admit they have no idea how meetings should run. 4. For long public feedback items, just start off with 2 minutes. It seems capricious when the Mayor cuts the time mid-way through the line. 5. After councilmembers learn how to run a meeting, teach them how to listen. Many times, after staff reports, or in the midst of council questions, information is clearly communicated. Yet, Many times, a councilmember will ask the same question again. As if they are only focused on their pre-written questions and are not listening to the flow of information. 6. Cut down on the empty platitudes. So much time is wasted with empty "I want to thank my colleague for bringing this forward and I support it." Time waster. Just vote YES - that indicates support and only takes a button push. 7. Hard time limits on the presentations (5 minutes - say words, hand over the certificate, photo, done.), and maybe a limit it to 2. CVB and the Grand Prix are the worst, but in the last two years the presentations have grown longer. The Persian New Year celebration was endless. Hispanic Heritage month concert, crazy. 8. Use committees to handle some of the petty things that end up on Council's agenda. 9. Shorter, more concise staff reports.

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Do not restrict public comments further unless also restricting councilperson and mayor comments.
Garcia should be able to condense his comments. He and the council should be limited when providing their individual comments, that seem most repetative. If the public is limited, so should they.
- Eliminate proclamations and presentations, and instead host them at other meetings or public events instead - Ensure City Councilmembers have read staff reports prior to the meetings and are already prepared with questions - Have Councilmembers as their questions to staff in writing on a public messaging board (instead of so much live questioning) - Utilize the consent agenda more often; limit agenda items on the regular agenda - Utilize committees and advisory boards - Schedule high-interest issue meetings on different days
More contac with the people of you council
Once a month, hold them outside of City Hall at a town hall, school,or library. This will allow others to participate, who do not go downtown to City Hall. It would also afford Council to address agenda items specific to that particular area or District, with District citizens in attendance.
Do not give awards or acknowledgements during Council meetings. If Council wants to honor someone or something, create an event separate from Council meetings for such presentations. These things take up valuable time both on the publics and council members part.
1. Start on time. 2. Establish a "time certain" for items of great public interest. 3. Replace the effusive praise heaped on city staff by EVERY council member for ANYTHING they do with a simple, one-time "thank you for doing the job you are paid to do." That should knock 20-30 minutes off each meeting. 4. Apply suggestion #3 to council members' excessive praise of each other. 5. Cut down on the excessive number of "awards" and "recognition" given to special interest groups before each meeting. Or save them till the end of the meeting. While politicians get political points and/or donations for doing it, they are being extremely disrespectful of the public's time. 6. Limit council members' discussion time rather than further cut the public's measly 3 minutes. 7. Go back to meeting every week so the agendas aren't as packed. 8. Fine council members who talk for the sole purpose of hearing themselves talk - and don't allow them to pay the fines from their slush funds.
1) meet every Tuesday 2) Eliminate the warm and fuzzy stuff and do that in Garcia's office 3) Limit the long speeches each Council member makes - give them a specific timeframe just as residents are given a specific timeframe.
Have the glad flies speak on their pet subjects at the end of the agenda and turn off the TV camera at that time.
Eliminate the front-end nonsense: presentations, recognitions, etc. Establish a totally different time and dates for those items.
Go in the order listed on the agenda for both council and the public. If there are hearings, start at 4:00 or 4:30. As is called for take public comment before you begin the actual council meeting to show respect for the public. Do as Mayor O'Neill did - all meetings ended at 11:00p.m. and would be carried over to the next council meeting. It is very difficult to make clear, responsible decisions on policy after 5-6 hours.
Have more council meetings during the week, at the very least 2 per week. Also, eliminate the "blackout" days at the end of the month.
Confine Council meetings to Charter-required Council-member duties - i.e. policy-making; and insofar possible delegate even those duties. In particular: *Delegate as many as possible Council decisions to independent randomly chosen short-term citizen juries. *Do ceremonial stuff (presentations of awards, appreciations, etc.)- which has no legislative and policy import, and therefore is not part of Council Charter duties - in altogether separate events.
Increase the number of consent items and limit the number of action items. Have the meetings start earlier with awards and consent at 3:30pm or 4pm. Then move into action items.
Have more than one meeting a week. Have meetings during the day and not always at night. Make the council full time.

Appendix B

What are your suggestions for streamlining or shortening Council Meetings? (Please be as specific as possible.)
The city council members should be more informed on subjects before coming to the meeting. They should also have some sort of time limit on how long they can discuss subjects. Important items that large numbers of the public are there to participate in should be heard first. Items dealing with inconsequential ceremonies and appointments should not take precedent over actual policy votes. The same should be said about presentations. Things shouldn't get bumped to the front of the list because they involve friends of the mayor.
City Council members should get a timer for speaking too.
Not having a comment on every matter from every Councilmember would help a lot.
Cap the amount of time Council members can speak for on a particular item Cap the number of agenda items per meeting Cap the presentation time before Council actually begins to 1 hour Ask the Mayor to enforce Robert's Rules Consider bringing more items to Committees Reduce public comment time to 2 minutes, in line with other cities like LA. Allow public to donate unused time.
The most obvious, council members should limit their comments. Citizens in attendance and those watching on-line do not need to hear anything except facts. Sometimes the more you talk the more obvious it is that you actually know very little.
Not placing multiple items with high attendance on the same night.
Place more items on the consent agenda, place a time limit on comments made by the council members, perhaps have stand alone meetings for certain issue.
I'm not as concerned about streamlining or shortening as I am about the apparent unanimity on the vote of city council on a great many issues. I've sat in on council meetings in various cities in the Southland including Santa Monica, South Pasadena, Los Angeles, and of course Long Beach where I suspect violations of the Brown Act.
Give council members a time limit same as the public
- Make City Council meetings every week of the month, so that lengthy agendas can be more evenly dispersed. - If an agenda item is expected to take up a lot of time (especially if it's controversial, contentious) schedule a separate special City Council meeting - but keep it at 5 p.m. so working residents can still attend. (Ex: Wednesday at 5pm, Thursday at 5pm, etc.) - Limit City Councilmember speaking times - particularly for topics that the Council members all agree on, and are repeating many of the same sentiments. - I disagree with limiting or shortening public comment in any way.
Limit the number of items per meeting (can have a meeting every week to accommodate that). Put a time limit on discussion of certain, non-controversial items, including presentations.
Limit time for Council members to speak, like is done for the public Add as many items to the consent calendar as is possible,
Hearings should be scheduled at another time.
Start on time — time certain items should be taken up at that time. Long closed sessions are no excuse.
please have hearings be time certain and start meetings on time. if they need to go into closed session, do it before 5
Limit the number of items on the agenda. Departments are pushing through a large volume of items and many should be reconsidered before being sent to Council. If departments can be more efficient, Council can be more efficient. This is a City Manager concern.
- Create an opportunity for public announcement or comments to be shared online or before the meeting that council members can comment on during the meeting. -truly limit partners to speak for their limited time and one primary speaker on the same topic. I was at a meeting where there were 6 comments on the exact same issues an each had its comment time
Don't allow each member of a coalition speak if they are going to say the same thing. Provide yes or no signs to the public they can raise if they wish to share their recommendation. Staff reports need to be available to the public when the agenda is posted. Ask staff if a power point presentation is really needed.

Appendix B

What are your suggestions for streamlining or shortening Council Meetings? (Please be as specific as possible.)
The city councilmembers should cut back on the controversial items and the grandstanding that the councilmembers like to do. Additionally a lot of items put forth by councilmembers really don't need to be discussed at the local level.
Limit how long council members can speak on an item. The public gets three minutes at a time, let council members do the same.
1. Start on time 2.Delete the presentations/can be done prior or at another time. 3.Council members need reduce lame speeches and consolidate staff thank you's/know when to shut up.
Keep the stated order. Don't move stuff around. This allows better planning on everyone's part. Limit public comment to 2 minutes each. If there is a pro or con position only allow first 10 speakers for each and everyone else can raise their hand and be tallied. For councilmembers, they should be limited to two rounds of 6 minutes each on an item. With permission of chair and vote of majority of council that can be waived.
Each councilmember doesn't need to comment on every agenda item.
Presentations need to have a time limit. Or limit to number of presentations. Limit the number of agenda items and put more things on consent. Every Council member does not need to speak on every item before voting. If there is a message to share with the public on why you voted one way or another, do it through an email list or newsletter or the press the next morning. It's more effective anyway since most people tune out the meetings once they go too long.
Certain community members abuse public comment talking about nothing on items that are completely not related. Please adopt rules similar to LA County.