

**CITY OF EL PASO, TEXAS
AGENDA ITEM
DEPARTMENT HEAD'S SUMMARY FORM**

DEPARTMENT: City Clerk's Office

AGENDA DATE: June 20, 2023

CONTACT PERSON NAME AND PHONE NUMBER: Laura D. Prine, (915) 212-0049

DISTRICT(S) AFFECTED: All Districts

STRATEGIC GOAL: GOAL 6 SET THE STANDARD FOR SOUND GOVERNANCE AND FISCAL MANAGEMENT

SUBGOAL: 6.8 Support transparent and inclusive government.

SUBJECT:

A Resolution to approve the transition from bimonthly Work Sessions to monthly Work Sessions in accordance with the El Paso Municipal Charter.

BACKGROUND / DISCUSSION:

In recent years, standing work sessions have been scheduled on Mondays before each Regular City Council Meetings or on Tuesdays of the affected weeks where a City holiday falls on a Monday.

Approval of this resolution will amend the work session schedule and agenda review meeting schedule to occur on a monthly basis consequently, a work session and agenda review meeting will be scheduled on the Monday before the second Regular City Council meeting of each month beginning in July with the next work session to be scheduled on July 17th.

PRIOR COUNCIL ACTION:

December 1, 2015 – a Resolution was adopted establishing standing Monday City Council Work Sessions.
February 16, 2021 – a Resolution was approved to allow a change in the meeting schedule from Monday/ Tuesday to Tuesday/Wednesday when a City holiday falls on a Monday.

AMOUNT AND SOURCE OF FUNDING:

N/A

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD:

Laura D Prine 6/13/2023

RESOLUTION

WHEREAS, Section 3.5(A) of the El Paso City Charter, as approved by the voters on November 3, 2015, requires that Regular meetings of the Council shall be held in Council chambers no less than once every other week at such times as may be prescribed by resolution;

WHEREAS, Section 3.5(A) of the Charter also allows “special meetings and informal work sessions of the Council [to] be called by the Mayor or a majority of the entire Council by giving written notice to the City Clerk”;

WHEREAS, on December 1, 2015, Council established the regularly scheduled meetings, and also resolved to call standing Monday City Council Work Sessions;

WHEREAS, Council desires to allow for flexible days for the regular meetings and standing Work Sessions for weeks that are affected by holidays or other City closures; and

WHEREAS, City Council wishes to hold one standing Monday City Council Work Session and agenda review meeting per month rather than every meeting week.

NOW, THEREFORE BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL AS FOLLOWS;

1. **REGULAR CITY COUNCIL MEETINGS.** Commencing on Tuesday, February 16, 2021, and continuing every other Tuesday thereafter, the El Paso City Council shall conduct Regular City Council meetings to address the business of City Council, including but not limited to the adoption of ordinances, provided however, that if such Tuesday falls on the day after a City holiday or other closure, City Council may conduct the regular meeting on Wednesday of that same week if there is a standing City Council Work Session scheduled for that week.
2. **STANDING CITY COUNCIL WORK SESSIONS.** Commencing on the Monday before the second Regular City Council meeting in July, 2023 and continuing the Monday prior to the second Regular City Council meeting every month thereafter, the El Paso City Council shall conduct a standing Work Session for the purpose of reviewing the agenda prior to the relevant Tuesday Regular City Council Meeting and any other matter which a Council member or the City Manager determine is appropriate for a standing City Council Work Session, or Executive Session items as determined appropriate by the City Attorney. However, if there is a City holiday or other closure on such Monday, City Council may conduct the standing work session on Tuesday of that same week.
3. By the adoption of this Resolution, the City Council Work Sessions are regularly scheduled and approved by a majority of Council. This Resolution shall constitute notice to the City Clerk as required by Section 3.5 (A) and no further action by the Mayor or City Council shall be required to call City Council Work Sessions on the

Monday immediately preceding the second Regular City Council Meetings each month, or the Tuesday immediately preceding Regular Wednesday City Council Meetings on weeks that the Council meeting is affected by a City holiday or other closure.

4. The City Manager is hereby authorized to set the agendas for the standing City Council Work Sessions and to cancel a standing City Council Work Session in the event he determines there is no need for a work session, or if a quorum of council is not available to attend the standing City Council Work Session.
5. That Exhibit "B", to the City Council Rules of Order when referring to call to the public during Regular City Council meetings shall include regular City Council meetings held on Wednesdays hereunder.
6. All City Council Rules and Procedures not expressly modified herein remain in full force and effect.

Passed and Approved this _____ day of _____, 2023.

CITY OF EL PASO

Oscar Leeser
Mayor

ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO FORM:



Kristen L. Hamilton-Karam
Deputy City Attorney