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CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: SEPTEMBER 20, 2022

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: KINDON MEIK, CITY MANAGER

BY: MARICELA HERNANDEZ, MMC, CPMC, CITY CLERK

SUBJECT: COUNCIL DISCUSSION AND DIRECTION ON HYBRID/IN-PERSON CITY COUNCIL MEETINGS

MEETING

DATE: SEPTEMBER 28, 2022

SUMMARY RECOMMENDATION:

Staff recommends the City Council provide direction on the following:

1. When to begin holding hybrid/in-person City Council meetings
2. In-person participation of Councilmembers, unless sick or out of town

REPORT:

Pursuant to AB 361, which went into effect on October 1, 2021, at their October 13 meeting the City Council adopted Resolution No. 2021-1751, authorizing remote teleconferencing meetings so long as the City Council complies with certain requirements. Determinations by the City Council that the emergency affects the ability to meet safely in person must be renewed every 30 days.

Staff contacted other LA cities to inquire how their meetings are being handled. Summary of cities that responded are listed below. 27 cities are conducting in-person meetings; 24 cities are conducting hybrid meetings and six cities are still fully remote.

City	Method	Additional information
Agoura Hills	In-person	
Hidden Hills	Hybrid	Some Councilmembers in-person and others via Zoom
Malibu	Fully remote	They'll be discussing in Oct whether to change
Westlake Village	Hybrid	Councilmembers in-person. Public and consultants participate remotely
Alhambra	Hybrid	Councilmembers have the option to attend via zoom, but all have been attending in person unless they are out of town etc. The public can attend in-person or Zoom
Arcadia	In-person	
Avalon	Hybrid	Most Councilmembers participate in-person
Baldwin Park	Hybrid	City Council has the option to Zoom so some attend virtually. They typically have 2 to 3 members present and the rest via zoom
Bell Gardens	Fully remote	
Carson	Fully remote	
Cerritos	In-person	The City Council has adopted a resolution pursuant to AB 361 stating that the City <i>may</i> use a teleconference method, if deemed necessary, for public health and safety
Commerce	In-person	Zoom option if their circumstances do not permit them to be present
Compton	In-person	
Culver City	In-person	Staff presenting in-person and hybrid option for the public
Covina	Hybrid	Most councilmembers participate in-person, but the Zoom option is always available for. Leave the choice up to them
Cudahy	Fully remote	

Diamond Bar	Hybrid	Councilmembers participate in-person; via teleconference if they are sick. Staff other than City Manager, City Attorney, City Clerk, and any department head presenting, participate via Zoom
Downey	In-person	
Duarte	In-person	
El Segundo	In-person	
Gardena	Fully remote	
Glendale	In-person	
Glendora	Hybrid	Councilmembers have the ability to participate in-person or Zoom
Hermosa Beach	Hybrid	Councilmembers, City Clerk, and City Attorney, and City Manager in person. Councilmembers have opted to participate in person and join by Zoom in the event they are out of town
Huntington Park	Hybrid	Council's best practice is to attend the meeting in-person, but they are able to participate via Zoom if needed
Inglewood	In-person	Mayor, City Councilmembers, City Clerk, Deputy City Clerk, City Manager, Assistant City Manager and City Attorney also in person. The public is allowed to participate via the Library and make public comments or via teleconference
Irwindale	Hybrid	
Lancaster	In-person	
La Mirada	In-person	
Laverne	In-person	The public can participate via Zoom
Lawndale	In-person	
La Puente	In-person	
Long Beach	In-person	Committee and Commission meetings can be hybrid, virtual or in-person, at the discretion of the Chair
Los Angeles	In-person	Council committees are via Zoom
Manhattan Beach	Hybrid	Most Councilmembers are in-person
Maywood	Fully remote	
Norwalk	Hybrid	Councilmembers are not required to participate in-person

Palmdale	Hybrid	The public and Council are allowed to participate in-person or Zoom
Paramount	In-person	Public can participate via phone, email or in-person
Pasadena	Hybrid	Some participate via zoom and some in-person
Rolling Hills	In-person	
Rosemead	Hybrid	Councilmembers prefer to attend in-person. The public can participate in-person or Zoom
San Marino	Hybrid	No requirement for Councilmembers to be in person but they all typically do
San Dimas	In-person	
San Gabriel	In-person	
Santa Clarita	In-person	
Santa Monica	In-person	They discussed going with a hybrid option. However, when the cost to upgrade all meeting facilities, plus staffing was presented at budget, they chose to put the hybrid option on the back burner. They are planning to bring it back to Council at mid-year in February.
Signal Hill	Hybrid	City Council may choose to participate either way
South Gate	Hybrid	Still provide the public the choice of whether to join in-person or Zoom. Council has the choice to join via Zoom
South El Monte	Hybrid	City Council wants to continue with Hybrid as long as they can
South Pasadena	Hybrid	The public and Council can participate in-person or Zoom
Temple City	In-person	
Torrance	In-person	
Vernon	In-person	Occasionally, some Council participates via Zoom
Walnut	Hybrid	For the most part they are all in-person
West Covina	In-person	
West Hollywood	Hybrid	Councilmembers in-person and the public allowed via Zoom
Whittier	Hybrid	Councilmembers can participate in-person or Zoom

RECOMMENDATION:

That the City Council provide direction on the following:

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ATTACHMENT:

None.