



Agenda Item C.2
DISCUSSION/ACTION ITEM
Meeting Date: February 5, 2019

TO: Mayor and Councilmembers

FROM: Michelle Greene, City Manager

CONTACT: Valerie Cantella, Community Relations Manager

SUBJECT: City Council Meeting Times

RECOMMENDATION:

- A. Receive a report on the Public Engagement Commission's recommendation to modify City Council meeting times; and
- B. Provide direction to staff on whether to implement one of the modified meeting time options; and
- C. Provide direction to staff on whether to implement changes to the type and/or format of presentations made during City Council meetings, and to the timing of the consent calendar.

BACKGROUND:

California Government Code Section 36805 states that city councils shall hold meetings at least once per month at fixed times set by ordinance or resolution. Goleta City Council meetings are currently held twice per month, on the first and third Tuesdays of the month with one session beginning at 1:30 p.m. and a second session beginning at 6:00 p.m., as prescribed by Section 2.01.010 of the Municipal Code:

The regular meetings of the City Council shall be held on the first and third Tuesdays of each month. Regular Council meetings may be held in afternoon or evening sessions, with afternoon sessions beginning at 1:30 p.m. and evening sessions at 6:00 p.m. When both an afternoon and evening session are held on the same day, both sessions shall constitute one regular meeting of the City Council. If the date of any regular meeting falls on a holiday, the regular meeting shall be held at the designated hour on the next succeeding day which is not a holiday. (Ord. 07-20 § 1; Ord. 04-04 § 1(A); Ord. 02-02 § 1).

It has been the City's practice, wherever possible, to place items of greater public interest on the evening agenda because it may be easier for the public to participate in discussion of those items after normal working hours. Part of the agenda planning

process includes a meeting between the City Manager, Mayor and Mayor Pro Tempore to discuss upcoming meeting items and determine which items should be heard in the afternoon versus the evening. The afternoon agenda typically includes presentations, proclamations, minutes from prior meeting(s), consent calendar items that are ministerial in nature, and administrative items that do not require an extended discussion or a public hearing. The afternoon agenda allows for flexibility, the consent calendar can be waived by a majority action of the City Council, and reports can be pulled for discussion. The City Council, under similar action, can amend the agenda to request that a consent or discussion item be moved to the evening session. The evening session agenda typically includes public hearing items and issues of greater public interest. The agenda and reports are released to the public and are accessible on the City's website five days before the meeting, allowing the public to review, provide public comment or ask questions prior to and at the meeting. Whenever possible, items which are lengthy and complex are released earlier to allow a ten day review by the public.

City Council meetings are live streamed on the City's website and broadcast on television Channel 19, allowing members of the public to watch meetings as they are occurring and view the rebroadcasted meetings of the City Council on Wednesdays at 10:00 a.m. and 5:00 p.m. Meetings are also recorded and indexed by agenda item on the City's website so that items of interest can always be viewed after meetings have occurred.

A change in City Council meeting times is being contemplated as part of the 2017 Settlement Agreement with the Goleta District Elections Committee (DEC), in which the City Council agreed to consider six specific items, including whether City Council meetings should be held in the evenings-only, after 5 p.m. The DEC explained that the reason for including this item in the settlement agreement was because evening meetings may allow for more public participation and may encourage more candidates to run for and serve on the City Council.

Current Practices

To provide a historical perspective, in 2018, the average time for regularly scheduled Goleta City Council meetings including afternoon, evening and closed sessions, was over 6 hours. Between the years of 2015-2018, the average has ranged between 4.96 – 6.45 hours. Table 1, below, shows the number of meetings and the average duration for the last three years. As outlined in the Council's Rules of Decorum and Procedure, evening sessions shall be adjourned by 10:00 p.m., unless the meeting is extended by a majority vote or consensus of the Councilmembers present at the meeting.

Table 1. Number of Meetings and Average Duration

	TOTAL # OF REGULAR COUNCIL MEETINGS	TOTAL # OF OTHER MEETINGS (WORKSHOPS, SPECIAL MEETINGS, JOINT MEETINGS)	AVERAGE LENGTH OF TIME FOR REGULAR MEETINGS	AVERAGE LENGTH OF TIME FOR OTHER MEETINGS
2016	20	6	297 minutes / 4.96 hours	181 minutes / 3.02 hours
2017	20	10	387 minutes / 6.45 hours	171 minutes / 2.85 hours
2018	20	6	371 minutes / 6.19 hours	148 minutes / 2.47 hours

Some of the more complex and lengthy topics discussed in the previous 2017-18 fiscal year included:

- Cannabis Land Use and Business License Ordinances and related ballot measure for a Cannabis Business Tax;
- Several reports and a ballot measure on Council Compensation;
- Ellwood Mesa tree and habitat emergency impacts and updates followed by several public meetings on the Butterfly Habitat Management Plan;
- Bike/Pedestrian Master Plan updates and Plan adoption;
- An Accessory Dwelling Unit Ordinance; and
- Several presentations on Support to Other Agencies grant funding.
- Discussions on direct management of the Goleta, Solvang and Buellton libraries.

These topics involved significant public comment and were discussed over multiple meetings. These types of items can be one-time, annual or infrequent and therefore the impact is not recurring, though it can continue for a number of months. This level of activity is not unusual for a city as young and dynamic as Goleta, and is not expected to change as there are still many significant issues to be addressed. Accordingly, it is not anticipated that the amount of time needed for Council meetings will decline for at least the next several years.

Practices in Other Cities

Within the region surrounding Goleta, meeting frequency and start times vary, but most cities have meetings twice per month in the evenings-only, as outlined in Table 2.

Table 2. Regional Start-Time Practices

CITY	FREQUENCY	START TIME	POPULATION
City of Buellton	Twice/month	6:00 p.m.	5,095
City of Carpinteria	Twice/month	5:30 p.m.	13,684
City of Lompoc	Twice/month	6:30 p.m.	43,712
City of Santa Barbara	Weekly	2:00 p.m.	91,930
City of Santa Maria	Twice/month	5:30 p.m.	106,290

City of Solvang	Twice/month	6:30 p.m.	5,802
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To better understand the practices of other cities throughout the state, staff requested information and received responses from 36 cities across California. Thirty-five cities reported having evening-only meetings. For the purpose of this discussion, an evening meeting was considered to be any meeting starting at 4 p.m. or later. Most cities have a meeting start time between 6:00-7:00 p.m. Only one of the responding cities, Fresno, currently has a daytime meeting, which begins at 9 a.m.

Three cities reported that they had previously held daytime meetings and switched to evening-only meetings – Compton, Dunsmuir and Sacramento. After moving to evening-only meetings, both Compton and Dunsmuir reported an increase in public participation. The City of Sacramento said that the impacts of moving to evening-only meetings were difficult to quantify because the items of significant public interest had already been held in the evenings.

DISCUSSION:

Public Engagement Commission Recommendations

The Public Engagement Commission (PEC) discussed this topic at its June 13, 2018, and August 15, 2018, meetings. After some deliberation, the PEC voted to recommend the City Council consider changing the start time of meetings from 1:30 p.m. to 4:30 p.m. for closed sessions and 6:30 p.m. for open session. They also recommended the Council continue with meetings twice per month and discontinue the practice of cancelling the July and August meetings, if necessary, to keep business items on track.

Increased Public Participation

Following the PEC's recommendation, staff prepared an informal survey for residents seeking feedback on Council meeting start times. This ten-question survey was completed by 89 people over a two-week period in November of 2018. Due to an error on the back-end of the survey, the first survey only allowed people to choose one response on questions 1-4. This was quickly corrected, and the second survey was deployed to allow for multiple responses. The survey results are found in Attachments 2 and 3. Please note, percentages may not add up to 100% since respondents had the option to select more than one answer on the questions 1-4.

Of the 89 responses, 54% responded that they had watched live or attended a Goleta City Council meeting. Of these respondents, 37% had attended the meeting in person and 28% had watched the meeting live or on the City's website. The most common two reasons cited by those who had not watched or attended a meeting were the times meetings are held and having too many other commitments.

About 60% of the respondents had not watched a recorded or live meeting in the last year. The most common reasons stated were lack of awareness about meetings and agendas (36%), too many other commitments (29%), lack of interest in content (25%) and time of meetings (24%).

Of those that responded affirmatively to watching or attending meetings, 63% said they tended to watch only items of special interest as opposed to the full meeting.

If the Council meeting times were changed to evenings only, and discussion items started at 6:00 p.m., 56% said they would attend or watch more meetings. Thirty percent said there would be no change in their behavior.

Increased Interest in Running for Elected Office

In the 2018 Election, voters passed ballot measure W2018 granting City Council members a salary reflective of 80% and 75% of the U.S. Census Bureau Median Non-Household Income, for the Mayor (\$50,561) and Councilmembers (\$42,134), respectively. The ballot measure, placed by the City Council at the recommendation of the PEC, was intended to encourage residents to run for elected office who may not otherwise run in the absence of a salary. The salary is intended to replace or augment a working person's salary. It would provide income for someone that may have other day time commitments, such as a student or a stay at home parent or supplement an income for a part-time employee or retiree. Evening-only meetings could increase the probability of people with day time commitments to run for and hold office. According to the DEC and the PEC, it is particularly important to attract a diverse candidate pool, especially as the City moves towards district elections in 2022. Salary and meeting time changes are both factors that could help achieve this goal by drawing in more candidates.

However, even if the Council meetings were evening-only, a significant investment of time during the workday is still required as Council members perform the full range of their duties. Earlier this year, in a report regarding Council Compensation, staff conducted a survey of similar cities to compare the amount of time Councilmembers spend conducting City business. Most cities reported that Councilmembers spend an average of 20-30 hours per week carrying out their duties in this role. Similarly, the Goleta City Council reported an average of 20-40 hours per week.

Furthermore, most workshop meetings, committee meetings, regional agency board meetings, or meetings with constituents occur during normal business hours (8 a.m. – 5 p.m.). In 2018, there were 10 standing City committees that each met between one and eight times during regular business hours, for a total of 36 meetings. There were an additional 108 regional board meetings which took place during the day. Additionally, there are ad hoc City committee meetings and individual meeting with City staff that are scheduled as needed. The average number of committees the Mayor and Councilmembers serve on is 10 and the average number of daytime meetings for these committees (absent the ad hoc committee meetings and meetings with City staff) is 29.

Finally, the informal community survey also investigated whether evening-only meetings would encourage residents to run for elected office. Twenty-six percent responded that they had considered running for Council, and of that group 57% responded that the start time would impact their ability to run. Twenty-nine percent responded that it would not impact their ability serve and 14% were not sure.

The demographic of the respondents who completed the survey is as follows:

- Individuals that work 30 hours per week or more 54% (45 respondents)
- Individuals that work less than 30 hours per week 31% (26 respondents)
- Household with a person under 18 years of age 15% (13 respondents)
- Household with a person age 65 years or older 13% (11 respondents)

Options and Potential Impacts

Staff is looking for feedback on whether the Council wants to implement the PEC's recommendation or would prefer to take another approach. Staff has identified the following as options for consideration. All options assume meetings are held twice per month on the first and third Tuesdays, with the first meeting in January cancelled because the publish date would be during the winter holiday shutdown. A summary of the options and their pros and cons is provided in Attachment 5.

- **Option 1:** Maintain the status quo, make no changes to the regular Council meeting times, and continue to cancel one meeting in July and one meeting in August each year.
- **Option 2:** Make no changes to the regular Council meeting times, but do not cancel meetings in July and August in order to keep items on track and avoid a backlog.
- **Option 3:** Conduct two regular evening meetings per month, starting at 4:30 p.m. for closed session and 6:30 p.m. for open session. (PEC recommendation).

With only one open session, at the current average meeting time of over six hours, Council has the option to continue past 10:00 p.m. by majority vote of consensus. But if Council chooses not to continue past 10:00 p.m. and is unable to finish all of the items on the agenda, the unfinished items would continue to the next regular meeting, unless the Council adjourns the meeting to a specific date and time prior to the next regular meeting, or decides to call a special meeting, with 24 hours' notice, to address any unfinished items. Continuing items to meetings prior to the next regular meeting on an as-needed basis only could help alleviate a backlog of items without the need to add a third or fourth regular meeting to the monthly meeting schedule.

- **Option 3A:** Conduct two regular evening meetings per month, starting at 4:30 p.m. for closed session and 6:30 p.m. for open session, and if there are any unfinished items, adjourn the meeting to a specific date and time after 4:30 p.m., or schedule a special meeting after 4:30 p.m. with 24 hours' notice.
- **Option 3B:** Conduct two regular evening meetings per month, starting at 4:30 p.m. for closed session and 6:30 p.m. for open session, and if there are any unfinished items, adjourn the meeting to a specific date and time during the day or evening, or schedule a special meeting at any time during the day or evening with 24 hours' notice.

Impacts of Changing Meeting Times

If the Council chooses an evening-only option, it could have the following impacts:

Based on the average duration of meetings, currently over six hours, it is expected that meetings would consistently last past 10:00 p.m. One of the impacts is that if the current practice of adjourning the meeting at 10:00 p.m. continues to be applied, items not completed will be delayed or continued to future meetings and therefore have the potential to create a backlog of items and slow down the pace at which topics are addressed.

Late meetings could also cause fatigue among the City Council, members of the public and staff, making it challenging to address and resolve complex agenda items. Late meetings also have the possible impact of reducing the public's attendance further into the evening, especially for those that have work or other obligations the next day.

As noted above, an option to avoid late meetings would be to schedule additional continued or special meetings as needed to get through the regular workload. However, these meetings would still impact staff workloads and require videotaping costs and use of other resources. Additionally, the continuance of items to another date and time may be confusing for the public and impact attendance. Also, it can be challenging to schedule meetings with the Council and staff's varied availability and prior commitments.

Solutions Underway to Reduce Agenda Length

There are several efforts underway to reduce agenda items and/or meeting duration which may help with the length of evening-only meetings. These include proposed changes to the City's Purchasing Ordinance to streamline contract approval and administration which would reduce the number of items that would need City Council approval, and a reduction in the time needed for agenda items by limiting PowerPoint presentations to more complex items only. These efforts will be incorporated as a matter of process improvements and efficiency, regardless of change in time and frequency of meetings.

Recognition Items

Additionally, Council could choose to look at the way it provides recognition and receives presentations. There are four types of recognitions and a full list of those presented in 2018 is included as Attachment 4. Staff has reviewed the items and provided ideas on how to address them should the Council decide to move to evening-only meetings.

In 2018, there were 15 recognitions for employees and outgoing commissioners. These take an average of 10 minutes. Council could consider only providing the employee 15-year recognitions at the Council meetings and having the staff present the 5 and 10-year recognitions at employee events. In addition, the Mayor or Mayor Pro Tempore could present the Commissioner recognitions at the Commission meetings instead of the Council meetings.

The second type of recognitions are the community proclamations that recognize a specific week (i.e. Public Works Week, Donor Month, etc.). Instead of taking time at the meeting, staff could use the Monarch Press and social media to educate the public about the nature and importance of the recognition. Last year, the Council did 14 of these types of presentations which took approximately 10-15 minutes each.

The third presentation type is updates from agencies that receive significant financial support from the City, reporting their program successes. Examples include presentations made by the Chamber of Commerce, Fairview Gardens and the Goleta Valley Historical Society. These presentations typically take 15-30 minutes each. Council could consider having these presentations made at the committee level, and/or in writing attached to the Council's weekly update.

Finally, the Council receives presentations from City staff and from other agencies such as the County of Santa Barbara, Santa Barbara County Association of Governments (SBCAG), on topics such as emergency response, public safety, transportation demand management and LEAD Goleta. These average 30-45 minutes and in 2018, there were 10 such reports. An alternative would be to provide this information in a committee meeting or through the Council's weekly update. Depending on the nature of the information, it could also be distributed to the public through the Monarch Press and using the City's other communication tools.

Order of the Agenda

In order to further streamline the meetings, Council could consider moving the consent calendar to the end of the meeting, after all the discussion items and prior to Council comments. This would mean discussion items would start right after presentation items, allowing items of public interest to be heard before administrative items. This might lessen the number of instances when members of the public have to leave the meetings before the item(s) they are interested in are heard. Staff has reached out to the City Clerks of other cities to get their feedback on this approach, but as of the date this report was published, no responses have been received. Staff will provide a verbal update during the discussion of this item.

SUMMARY

In considering what options to identify, staff considered the internal impacts to staff and resources, survey results, the number of one-time and annual reports, the practices of other cities, and the newly voter-approved Council salary. Staff also considered the PEC recommendation, though it is important to note that their recommendation was made without the benefit of the community survey information, before the ballot measure increasing Council compensation was passed, and without the data detailing the daytime commitments of the Mayor and Council.

Staff is requesting Council provide feedback as to which meeting schedule option it wishes to pursue. There are several unknowns at this time, including how the proposed operational improvements to the meeting agendas may affect the current schedule, and how long the City's current workload will require meetings lasting in excess of six hours.

There is some data that suggests there could be greater attendance with a shift to evening-only meetings, but it is difficult to determine if changing meeting times would have the same or greater effect on the number of City Council candidates as the recent change in Council salaries. Over the next year, staff can more closely monitor public participation at meetings, and can survey the community again for additional feedback, if Council desires.

If a change is directed, the municipal code would be amended with an ordinance. This would occur with a first and second reading. The ordinance would be brought to the City Council at a subsequent meeting, allowing staff to plan for the change and coordinate the above-suggested items approved by the City Council, as well as provide sufficient communication to the public of upcoming changes upon ordinance adoption.

FISCAL IMPACT:

Fiscal impacts will be dependent upon the option Council chooses. Below is a summary of the fiscal impact each option will have:

- Option 1: There are no additional fiscal impacts.
- Option 2: Additional staff time costs and video recording service costs would occur of approximately \$800.
- Option 3, 3A, and 3B: If the Council changed to evening-only sessions, it is anticipated that Council and staff will work through the closed session into the regular meeting. For that reason, meal arrangements for City Council and staff attending closed session could be made and there will be a cost (around \$150 per dinner depending on the number of people) associated with providing that meal (\$3,600 per year). If continued or special meetings are needed, the cost for video recording services is approximately \$400 per meeting and the annual cost would vary based on the number of meetings. There is currently no budget identified for these additional costs, so additional appropriations would be necessary and would be brought back to Council at a future meeting date.

ALTERNATIVES:

The Council could take no action, but ask staff to more closely monitor public participation in Council meetings, and gather additional survey data about the interest in Council candidacy now that Council's salary has increased and more is known about the number of meetings that occur during the regular business day, and the average number of hour Councilmembers in Goleta spend carrying out their duties.

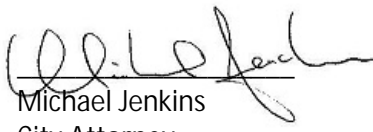
Council could also consider three or even four evening meetings per month. However, the information gathered suggests that this is not an option that could be implemented easily for the following reasons:

- Planning Commission, Design Review Board, and City meetings are scheduled in the evenings in Council Chambers. Currently, DRB is scheduled on the


Tuesdays the Council does not meet. If Council went to three or four evening meetings, this would impact that schedule. With the other Committees, Boards and Commissions also meeting in the evenings, it would be challenging to find another day for DRB to meet (other than Fridays).

- Additionally, the cost for adding a third or fourth meeting would be substantial. It is expected that increasing the number of meetings would require additional staffing resources that are not yet fully known. It is anticipated that additional staffing will be needed in the City Manager's Department, Finance Department, and City Clerk Division. At the level of Management Analyst, these three additional positions would be approximately \$330,000, not including soft costs (e.g. technology, desks, and workspace). It is not yet determined how other departments could be impacted. Recording and rebroadcasting meetings would trigger additional costs of approximately \$1,000 per month for each additional meeting.

Legal Review By:


Michael Jenkins
City Attorney

Approved By:


Michelle Greene
City Manager

ATTACHMENTS:

1. Council Meeting Start Times (Tri-County Area)
2. City Council Start Time Survey (only one response per question)
3. Revised City Council Start Time Survey (multiple responses per question)
4. 2018 Recognition and Presentation Items
5. Pros and Cons of Suggested Options

ATTACHMENT 1

City Council Meeting Times
By County in the Tri-County Area

CITY COUNCIL MEETING TIMES BY COUNTY IN THE TRI-COUNTY AREA

Santa Barbara County Cities

CITY	FREQUENCY	START TIME	POPULATION
City of Buellton	Twice/month	6:00 p.m.	5,095
City of Carpinteria	Twice/month	5:30 p.m.	13,684
City of Lompoc	Twice/month	6:30 p.m.	43,712
City of Santa Barbara	Weekly	2:00 p.m.	91,930
City of Santa Maria	Twice/month	5:30 p.m.	106,290
City of Solvang	Twice/month	6:30 p.m.	5,802

San Luis Obispo County

CITY	FREQUENCY	START TIME	POPULATION
City of San Luis Obispo	Twice/month	6:00 p.m.	47,541
City of Pismo Beach	Twice/month	5:30 p.m.	8,237
City of Morro Bay	Twice/month	6:00 p.m.	10,635
City of Paseo Robles	Twice/month	6:30 p.m.	31,918
City of Atascadero	Twice/month	6:00 p.m.	30,418
City of Arroyo Grande	Twice/month	6:00 p.m.	18,123
City of Grover Beach	Twice/Month	6:00 p.m.	13,628

Ventura County

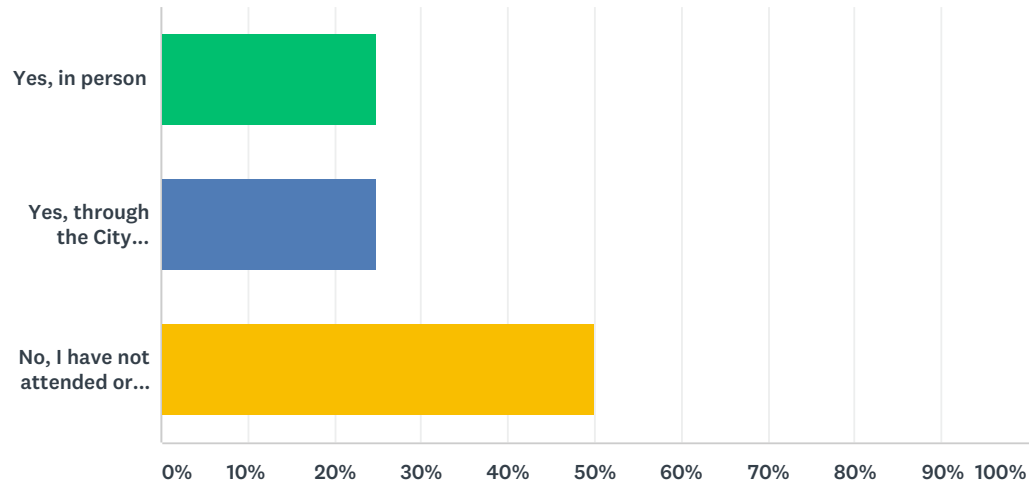
CITY	FREQUENCY	START TIME	POPULATION
City of Oxnard	Three /Month	6:00 p.m.	210,037
City of Ventura	Three /Month	6:00 p.m.	110,790
City of Camarillo	Twice/Month	5:00 p.m.	67,845
City of Port Hueneme	Twice/Month	6:30 p.m.	22,327
City of Thousand Oaks	Twice/Month	6:00 p.m.	128,995
Simi Valley	Twice/Month	6:30 p.m.	126,878
City of Moorpark	Twice/Month	6:30 p.m.	36,802
City of Ojai	Twice/Month	7:00 p.m.	7,582

ATTACHMENT 2

City Council Start Time Survey
(only one response per question)

Q1 Do you currently or have you in the past, attended or watched a live Goleta City Council Meeting in the last year? (Check all that apply)

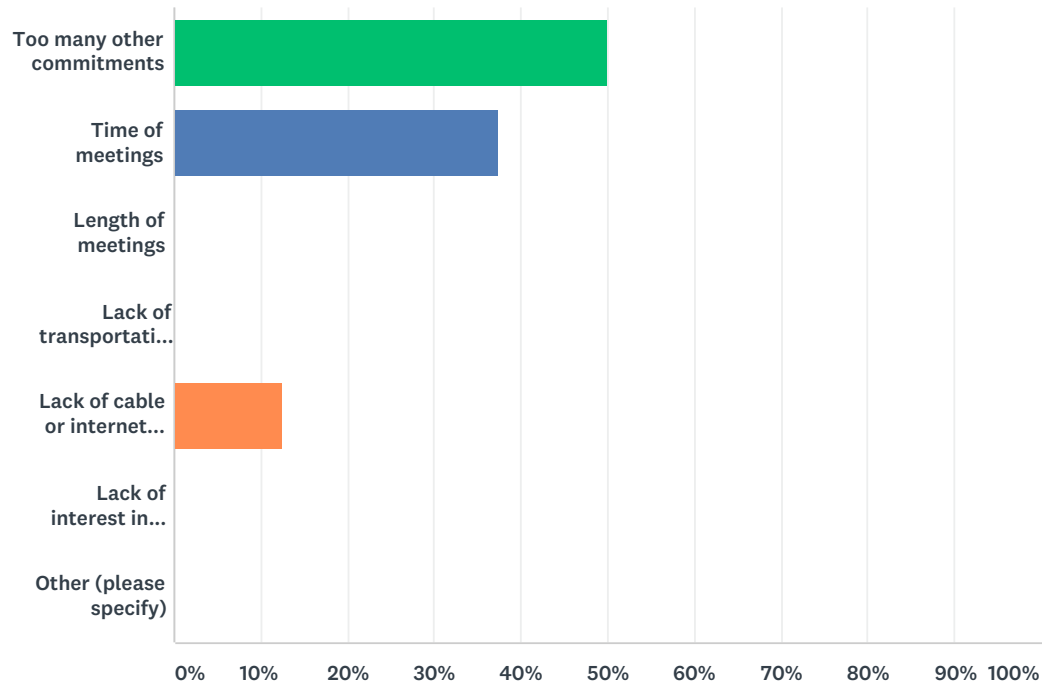
Answered: 12 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes, in person	25.00%	3
Yes, through the City website	25.00%	3
No, I have not attended or watched a City Council meeting in the last year	50.00%	6
TOTAL		12

Q2 If no, select the reason(s) you do not attend (check all that apply):

Answered: 8 Skipped: 4

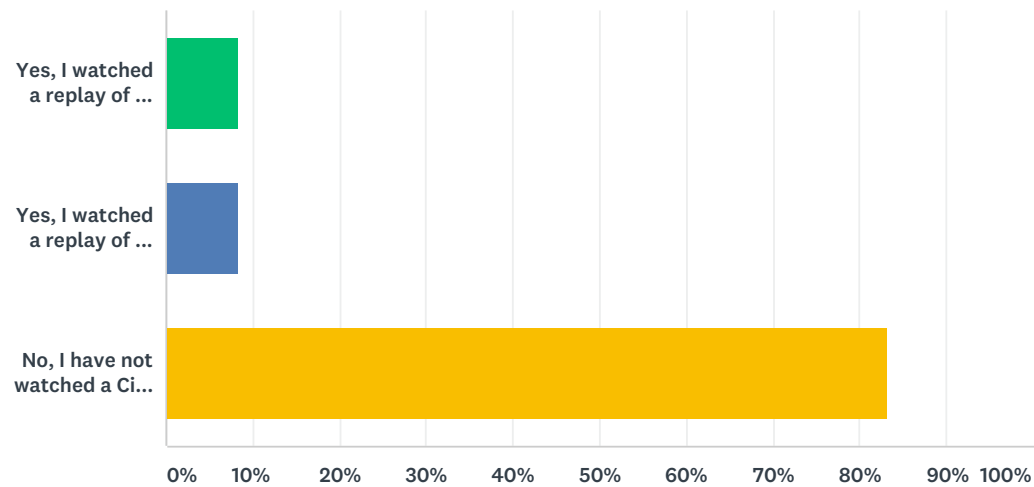


ANSWER CHOICES		RESPONSES	
Too many other commitments		50.00%	4
Time of meetings		37.50%	3
Length of meetings		0.00%	0
Lack of transportation to the meetings		0.00%	0
Lack of cable or internet access		12.50%	1
Lack of interest in content		0.00%	0
Other (please specify)		0.00%	0
TOTAL			8

#	OTHER (PLEASE SPECIFY)	DATE
	There are no responses.	

Q3 In the last year have you watched a recorded City Council Meeting?

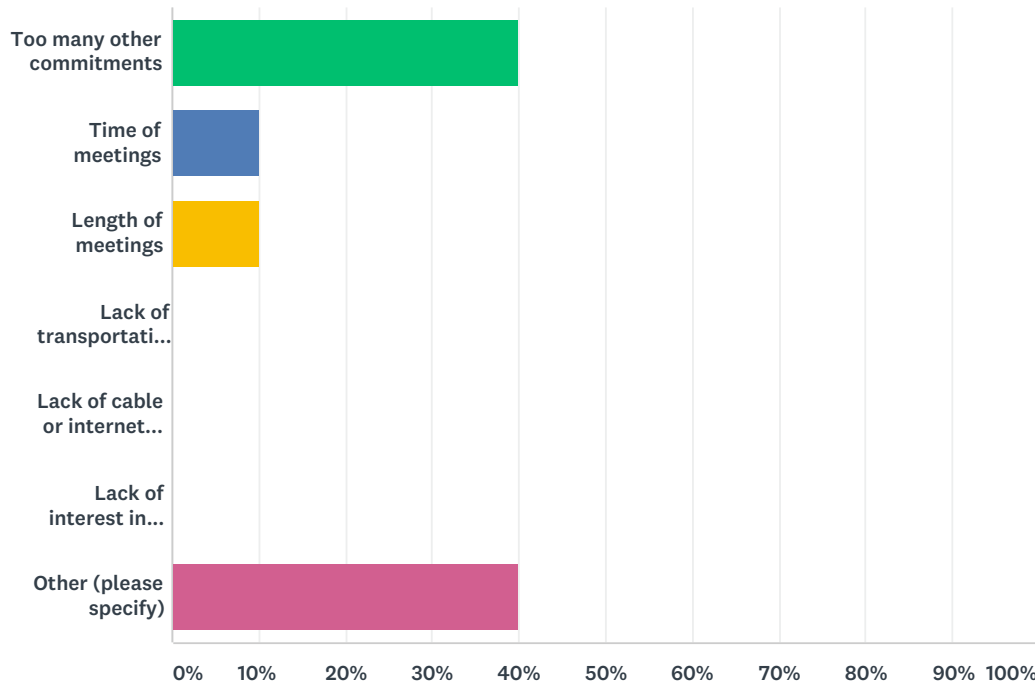
Answered: 12 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes, I watched a replay of a meeting on Channel 19	8.33%	1
Yes, I watched a replay of a meeting on the City website	8.33%	1
No, I have not watched a City Council meeting in the last year	83.33%	10
TOTAL		12

Q4 If no, select the reason(s) you do not attend (check all that apply):

Answered: 10 Skipped: 2

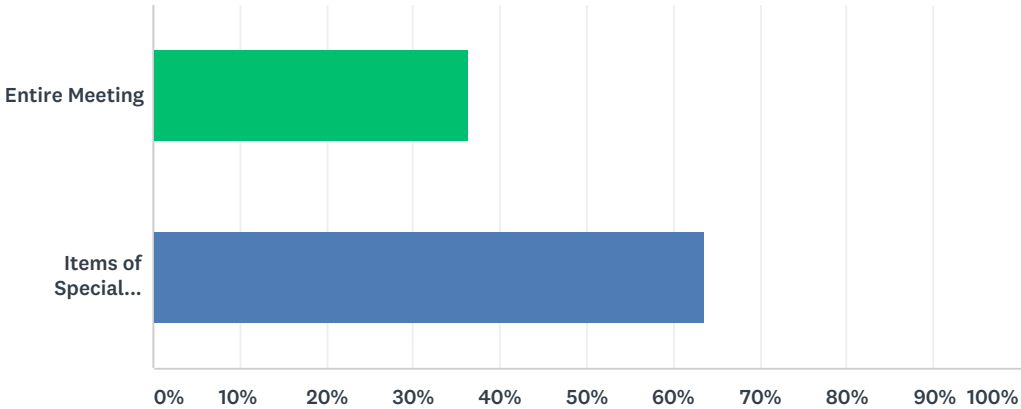


ANSWER CHOICES	RESPONSES	
Too many other commitments	40.00%	4
Time of meetings	10.00%	1
Length of meetings	10.00%	1
Lack of transportation to the meetings	0.00%	0
Lack of cable or internet access	0.00%	0
Lack of interest in content	0.00%	0
Other (please specify)	40.00%	4
TOTAL		10

#	OTHER (PLEASE SPECIFY)	DATE
1	Not aware of this option	11/7/2018 12:56 PM
2	Not aware of them online	11/7/2018 12:28 PM
3	Lack of awareness	11/7/2018 12:23 PM
4	Did not know this was an option	11/7/2018 12:17 PM

Q5 If you do attend/watch a meeting, do you watch the entire meeting, or only for those items of special interest?

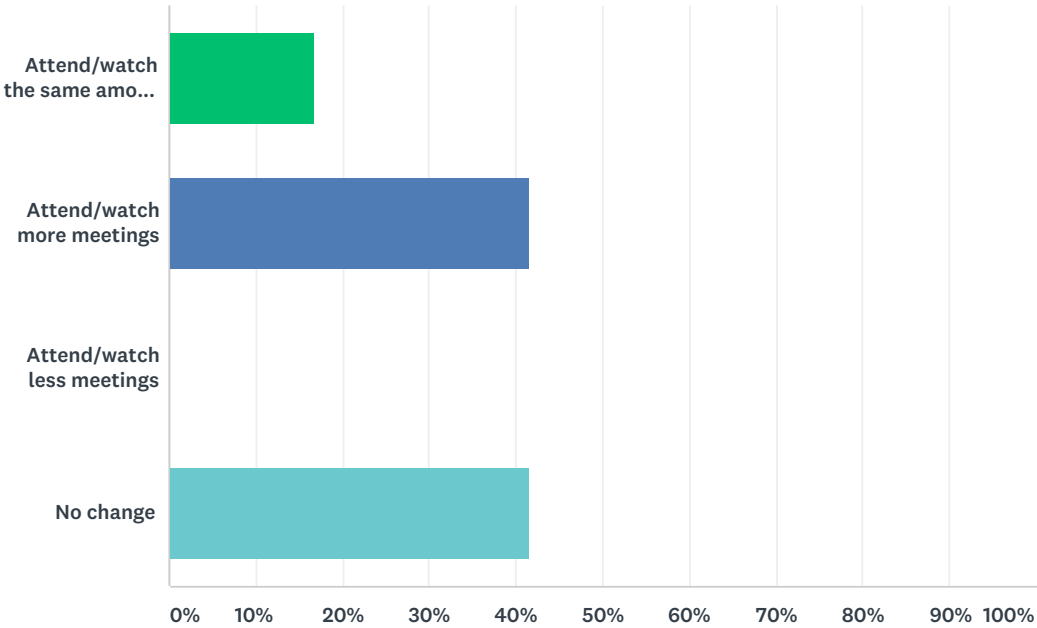
Answered: 11 Skipped: 1



ANSWER CHOICES		RESPONSES	
Entire Meeting		36.36%	4
Items of Special Interest		63.64%	7
TOTAL			11

Q6 If Council meeting times were changed to 6:00 p.m. only, would you :

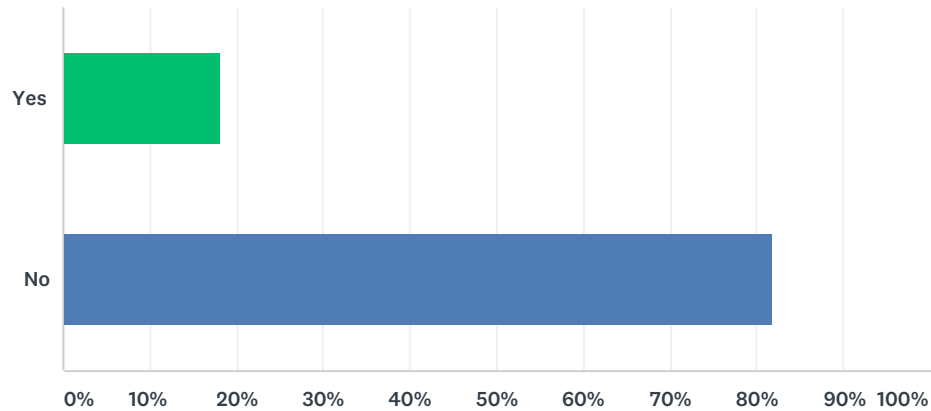
Answered: 12 Skipped: 0



ANSWER CHOICES		RESPONSES	
Attend/watch the same amount of meetings		16.67%	2
Attend/watch more meetings		41.67%	5
Attend/watch less meetings		0.00%	0
No change		41.67%	5
TOTAL			12

Q7 Have you ever considered running for City Council?

Answered: 11 Skipped: 1

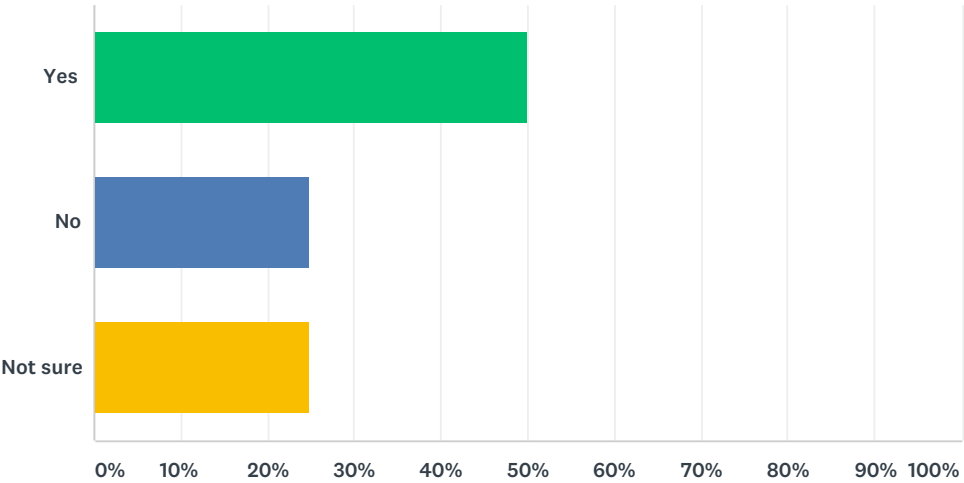


ANSWER CHOICES		RESPONSES	
Yes		18.18%	2
No		81.82%	9
TOTAL			11

#	COMMENT	DATE
1	Define considered... thought about... yes... considered ???	11/7/2018 12:05 PM

Q8 Would the start time of the meeting impact your ability to run and serve on the Council?

Answered: 12 Skipped: 0



ANSWER CHOICES		RESPONSES	
Yes		50.00%	6
No		25.00%	3
Not sure		25.00%	3
TOTAL			12

#	COMMENT	DATE
	There are no responses.	

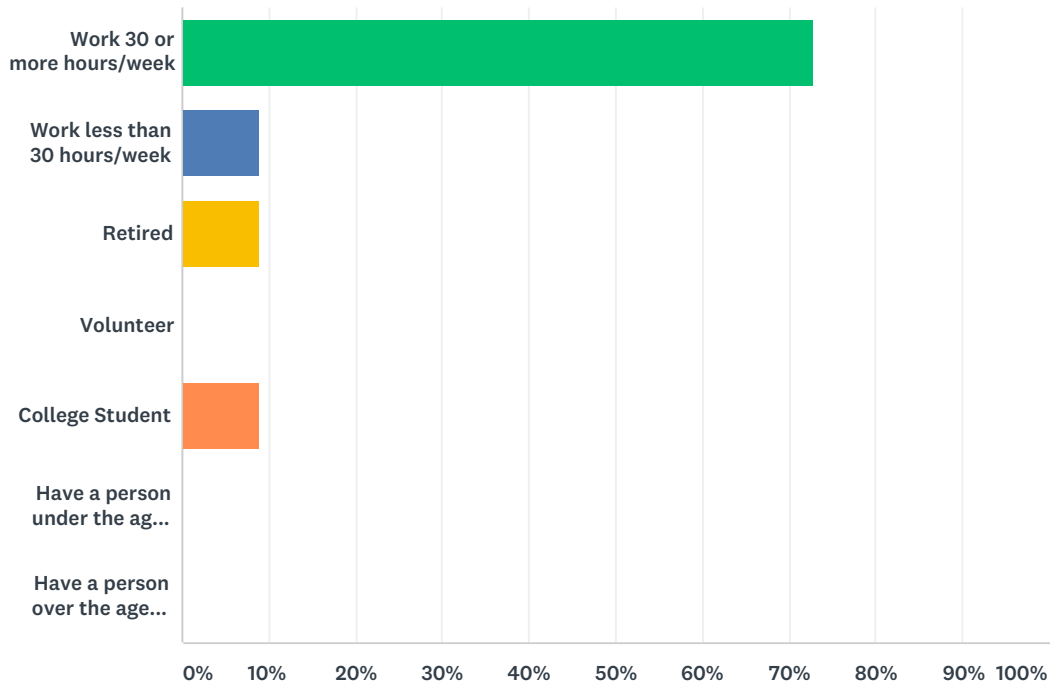
Q9 Any other feedback you'd like to provide?

Answered: 4 Skipped: 8

#	RESPONSES	DATE
1	Thaks	11/7/2018 1:12 PM
2	Of course, 6pm is dinner time. 7:00pm is the earliest I'd find comfortable. Sorry, but we all do live close by, by definition, so returning for a meeting shouldn't be a hardship.	11/7/2018 12:31 PM
3	Thank you for considering this!	11/7/2018 12:28 PM
4	no	11/7/2018 12:17 PM

Q10 Tell us more about you (check all that apply).

Answered: 11 Skipped: 1



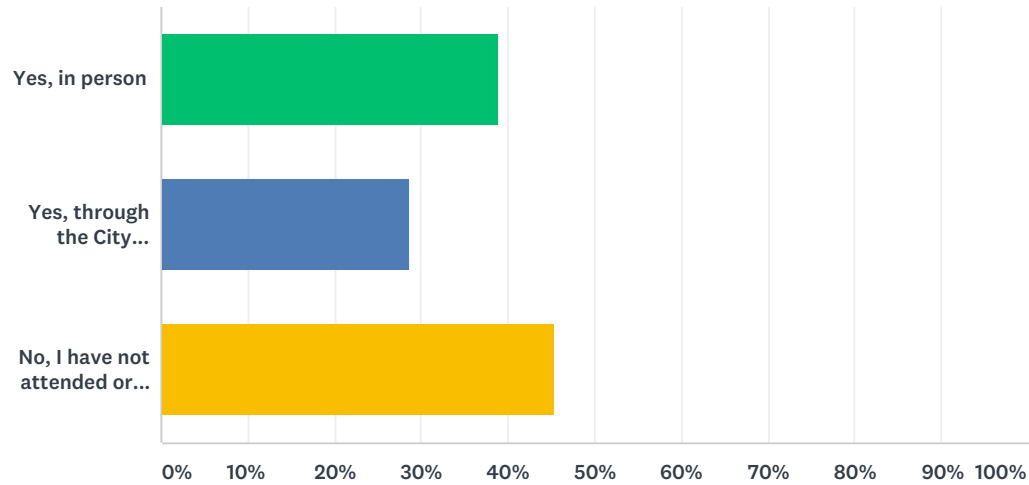
ANSWER CHOICES	RESPONSES	
Work 30 or more hours/week	72.73%	8
Work less than 30 hours/week	9.09%	1
Retired	9.09%	1
Volunteer	0.00%	0
College Student	9.09%	1
Have a person under the age of 18 in the household	0.00%	0
Have a person over the age of 65 in the household	0.00%	0
TOTAL		11

ATTACHMENT 3

Revised City Council Start Time Survey
(multiple responses per question)

Q1 Do you currently or have you in the past, attended or watched a live Goleta City Council Meeting in the last year? (Check all that apply)

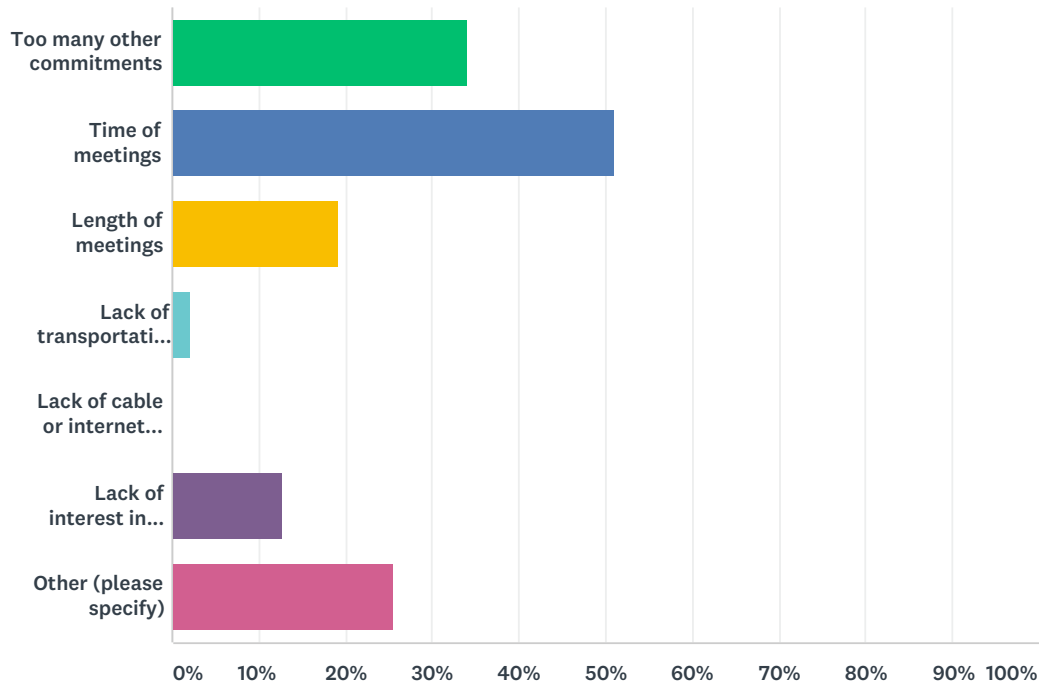
Answered: 77 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes, in person	38.96%	30
Yes, through the City website	28.57%	22
No, I have not attended or watched a City Council meeting in the last year	45.45%	35
Total Respondents: 77		

Q2 If no, select the reason(s) you do not attend (check all that apply):

Answered: 47 Skipped: 30

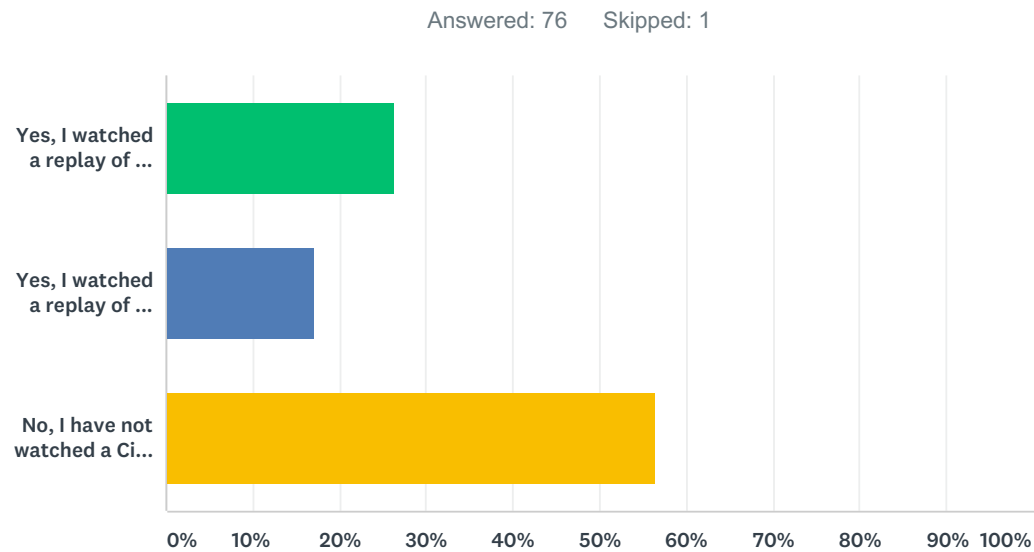


ANSWER CHOICES	RESPONSES	
Too many other commitments	34.04%	16
Time of meetings	51.06%	24
Length of meetings	19.15%	9
Lack of transportation to the meetings	2.13%	1
Lack of cable or internet access	0.00%	0
Lack of interest in content	12.77%	6
Other (please specify)	25.53%	12
Total Respondents: 47		

#	OTHER (PLEASE SPECIFY)	DATE
1	Didn't know about them.	11/9/2018 2:55 PM
2	Never thought about it.	11/9/2018 10:03 AM
3	Don't know when they are or what is being discussed. I stopped paying attention after the apartment complex was approved with a ridiculously low estimate of additional car trips. It became obvious that tax revenue and development overshadowed any common sense.	11/8/2018 3:43 PM
4	Did not know when & where meetings are held	11/8/2018 11:59 AM
5	N/a	11/8/2018 7:56 AM
6	.	11/7/2018 8:19 PM
7	Family illness	11/7/2018 4:20 PM

8	Just never thought to attend.	11/7/2018 4:05 PM
9	I was not notified. What method is used to notify?	11/7/2018 3:13 PM
10	Don't know agenda or where to find it.	11/7/2018 2:54 PM
11	Don't know when where or how to view	11/7/2018 2:47 PM
12	Didn't know they were televised or when they are held, guess not motivated to learn	11/7/2018 2:42 PM

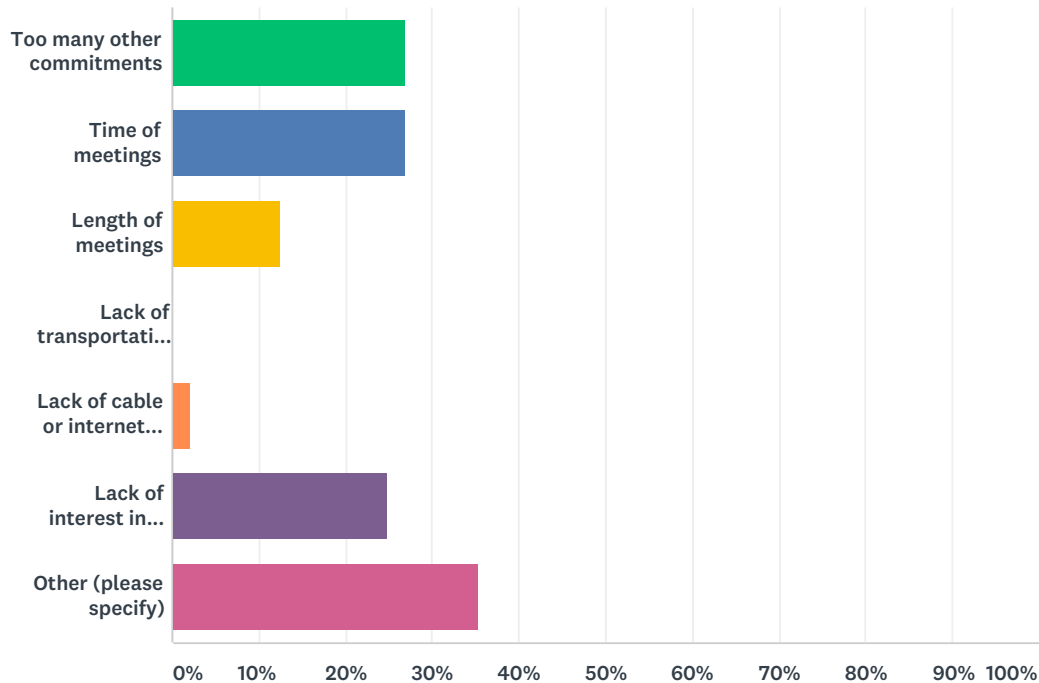
Q3 In the last year have you watched a recorded City Council Meeting?



ANSWER CHOICES		RESPONSES	
Yes, I watched a replay of a meeting on Channel 19		26.32%	20
Yes, I watched a replay of a meeting on the City website		17.11%	13
No, I have not watched a City Council meeting in the last year		56.58%	43
TOTAL			76

Q4 If no, select the reason(s) you do not attend (check all that apply):

Answered: 48 Skipped: 29

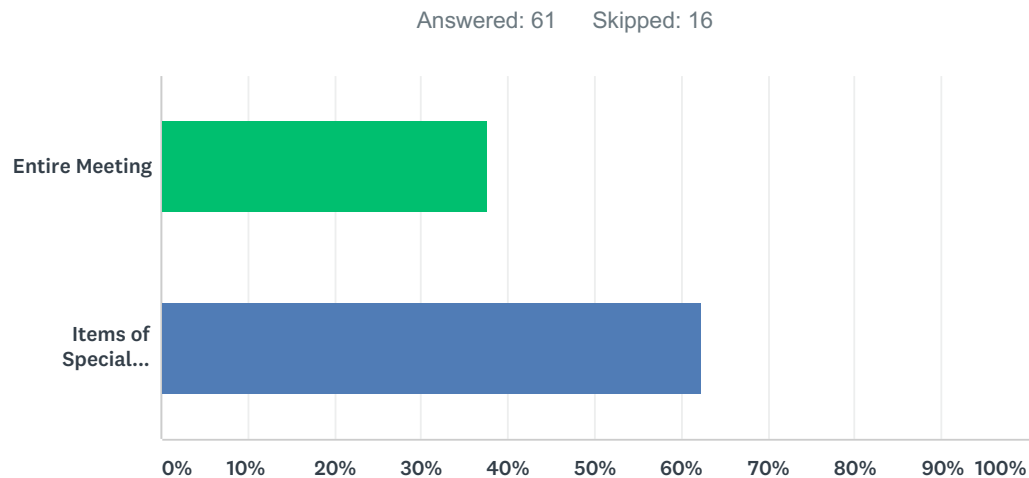


ANSWER CHOICES	RESPONSES	
Too many other commitments	27.08%	13
Time of meetings	27.08%	13
Length of meetings	12.50%	6
Lack of transportation to the meetings	0.00%	0
Lack of cable or internet access	2.08%	1
Lack of interest in content	25.00%	12
Other (please specify)	35.42%	17
Total Respondents: 48		

#	OTHER (PLEASE SPECIFY)	DATE
1	Was not aware they were available	11/13/2018 1:00 PM
2	Didn't know about them.	11/9/2018 2:55 PM
3	Was not interested in the past, interested now.	11/9/2018 10:03 AM
4	Didn't know they were on TV	11/8/2018 8:54 PM
5	Evening meeting during dinner/news hour	11/8/2018 7:25 PM
6	See #2	11/8/2018 3:43 PM
7	Did not know when & where meetings are held	11/8/2018 11:59 AM
8	Items are available on TV	11/8/2018 11:30 AM
9	Not aware they were televised	11/8/2018 8:54 AM

10	Lack of awareness regarding current agenda items	11/7/2018 9:01 PM
11	.	11/7/2018 8:19 PM
12	Lack of awareness	11/7/2018 5:36 PM
13	Family illness	11/7/2018 4:20 PM
14	depends on the issues	11/7/2018 4:08 PM
15	My cable co, (DIRECT TV) does not broadcast meetings, and I was never notified of meetings	11/7/2018 3:13 PM
16	Don't know when the replays are broadcast and/or the broadcast time conflicts with other activities.	11/7/2018 2:54 PM
17	If an agenda was presented and I was interested in the topics, I might tune in.	11/7/2018 2:47 PM

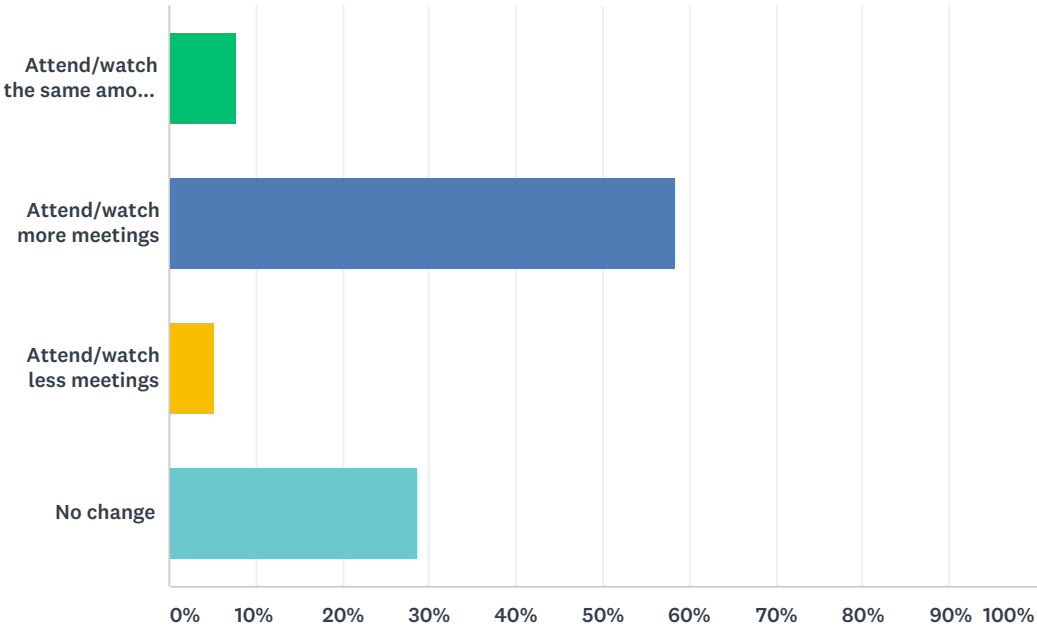
Q5 If you do attend/watch a meeting, do you watch the entire meeting, or only for those items of special interest?



ANSWER CHOICES		RESPONSES	
Entire Meeting		37.70%	23
Items of Special Interest		62.30%	38
TOTAL			61

Q6 If Council meeting times were changed to 6:00 p.m. only, would you :

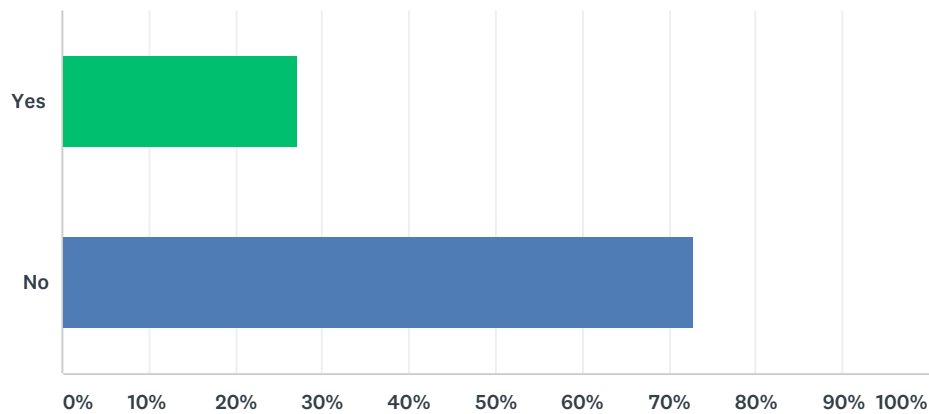
Answered: 77 Skipped: 0



ANSWER CHOICES	RESPONSES	
Attend/watch the same amount of meetings	7.79%	6
Attend/watch more meetings	58.44%	45
Attend/watch less meetings	5.19%	4
No change	28.57%	22
TOTAL		77

Q7 Have you ever considered running for City Council?

Answered: 77 Skipped: 0

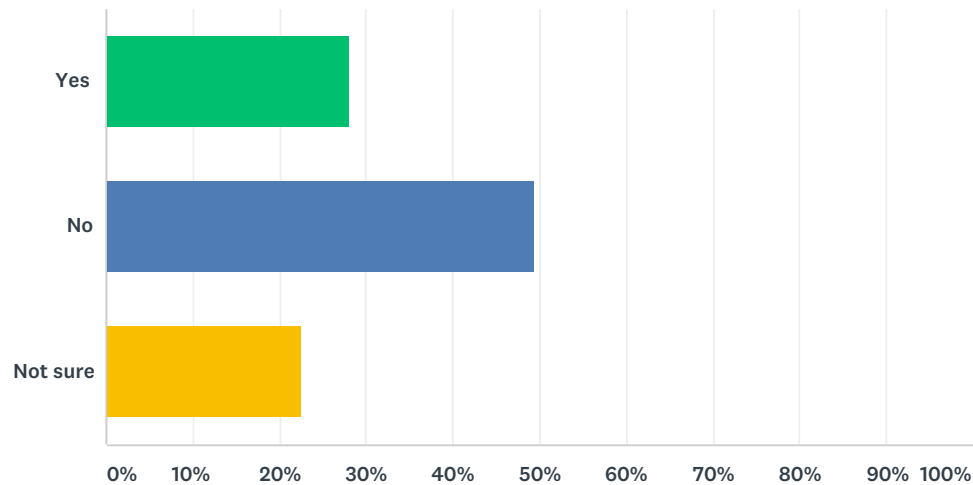


ANSWER CHOICES	RESPONSES	
Yes	27.27%	21
No	72.73%	56
TOTAL		77

#	COMMENT	DATE
1	There is no way I could do it with a full time job with daytime meetings	11/15/2018 6:42 AM
2	Don't have the time to do so. It requires a lot of time. Even if the meetings were changed to the evening, there are still a lot of daytime commitments that wouldn't work for most working individuals.	11/8/2018 4:44 PM
3	It is a huge time commitment which requires specialized knowledge on many issues facing Goleta. There seems to be a contingent who think it's only a couple afternoons per month. There are all the various committee meetings to attend and be knowledgeable about. It's a full time job. Not a hobby	11/7/2018 3:41 PM
4	A worthy consideration.	11/7/2018 3:16 PM

Q8 Would the start time of the meeting impact your ability to run and serve on the Council?

Answered: 75 Skipped: 2



ANSWER CHOICES	RESPONSES	
Yes	28.00%	21
No	49.33%	37
Not sure	22.67%	17
TOTAL		75

#	COMMENT	DATE
1	I work every day, during normal business hours.	11/9/2018 2:55 PM
2	see above.	11/8/2018 4:44 PM
3	Not interested in running	11/8/2018 11:59 AM
4	While I do not plan to run for office, I have had some tell me they would like to run, but can take time off from work to attend daytime meetings.	11/7/2018 4:10 PM
5	Again, people underestimate or don't understand that it is more than a couple council meetings per month	11/7/2018 3:41 PM

Q9 Any other feedback you'd like to provide?

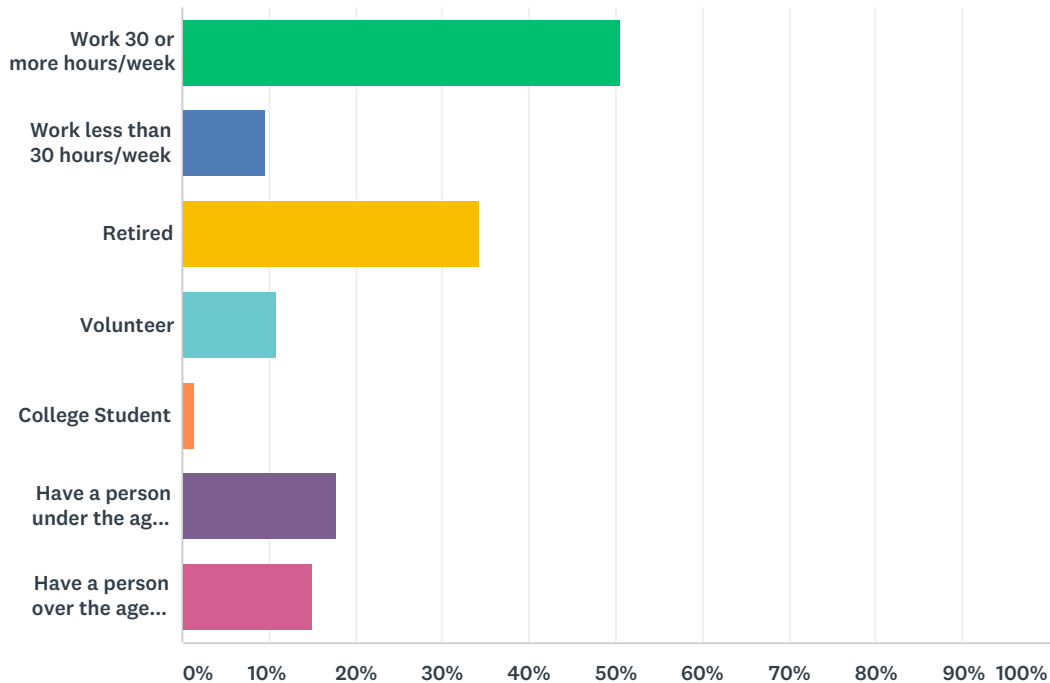
Answered: 25 Skipped: 52

#	RESPONSES	DATE
1	no thanks	11/17/2018 4:54 PM
2	No	11/15/2018 6:42 AM
3	Even a later afternoon start time could be beneficial, maybe use 3pm to 6pm for closed session or consent matters? Also, it could help to make the chambers more kid friendly, or even have food available close by.	11/14/2018 9:36 PM
4	I am particularly interested in Goleta City's use of open space. I would like to be part of any discussion about how to preserve as much wild open space as possible.	11/9/2018 2:55 PM
5	I think evening meetings would allow more people to be involved either as viewers, participants or as candidates for office. However, assuming there is a reason that current meetings go both during the day and at night, it seems that it might be necessary to have three meetings a month rather than two so as not to have evening meetings last until midnight! And even if there isn't enough support for evening meetings only, NOTHING important should happen during the daytime session. That's not fair to those who can't come then, but could possibly make it to the night portion.	11/9/2018 8:54 AM
6	I think the Council does too many things that are not under the City's responsibility. They should focus on City issues and not "feel good" resolutions about federal issues.	11/8/2018 4:44 PM
7	If I thought any input from me would stop the council's intent to turn Goleta into Orange County, I would be more interested. But the drive for City income has overwhelmed any interest in quality of life.	11/8/2018 3:43 PM
8	Fix the roads and add sidewalks in Goleta!	11/8/2018 11:59 AM
9	Meetings now appear to be for the convenience of the city staff. Meetings should be Changed so the people they are supposed to serve could actually attend and be more engaged!	11/7/2018 10:11 PM
10	.	11/7/2018 8:19 PM
11	maybe start meetings at 4:00 - 6:00 could be too tight	11/7/2018 7:34 PM
12	NA	11/7/2018 6:39 PM
13	I think it's really important to move the meeting times to evenings. Meeting during regular work hours severely limits who can even consider serving on City Council. This is why the City has had such disproportionate representation of council members with financial interests in real estate and other development. And why Goleta has suffered from the self-serving decisions made by Council members who have financial interests in the overdevelopment that has had a terrible negative impact on the quality of life in Goleta.	11/7/2018 5:58 PM
14	No	11/7/2018 5:36 PM
15	My current place of employment makes running for city council challenging.	11/7/2018 5:02 PM
16	Not really, I am only interested in items which effect me. Sitting in a meeting where the same item is rehashed numerous times and no conclusion is reached is painful.	11/7/2018 4:50 PM
17	City spends to much on non critical services. Of course it is better for any city meeting that involves public feedback to be after 5pm or weekends.. council. Planning commission.. design review ... etc.	11/7/2018 4:50 PM
18	no	11/7/2018 4:49 PM
19	Evenings meetings will allow younger people and working people the opportunity to have more civic engagement if meetings are in the evenings. Goleta City Council has been comprised of retirees that don't reflect the demographics of Goleta. Not everyone has the financial freedom or flexibility with their employers to take a day off every other week to attend or serve on the Council.	11/7/2018 4:10 PM
20	I appreciate the City trying to make Council meetings more accessible.	11/7/2018 4:08 PM

21	Nppe	11/7/2018 3:50 PM
22	I would like to be notified of meetings. Nancy Freeman 5680 Pembroke Ct. Goleta,93111	11/7/2018 3:13 PM
23	Plublicize agenda by all possible means (email, Goleta Gazette, Independent, etc). Somehow include a brief description of issues and stakeholders. This will help generate interest - as opposed to a bland list of agenda items.	11/7/2018 2:54 PM
24	none	11/7/2018 2:47 PM
25	No	11/7/2018 2:42 PM

Q10 Tell us more about you (check all that apply).

Answered: 73 Skipped: 4



ANSWER CHOICES	RESPONSES	
Work 30 or more hours/week	50.68%	37
Work less than 30 hours/week	9.59%	7
Retired	34.25%	25
Volunteer	10.96%	8
College Student	1.37%	1
Have a person under the age of 18 in the household	17.81%	13
Have a person over the age of 65 in the household	15.07%	11
Total Respondents: 73		

ATTACHMENT 4

2018 Council Recognition and Presentation Items

2018 Council Recognition and Presentation Items

Employee & Commissioner Recognition	Community Recognition & Proclamations	Support to Other Agencies Annual Reports	City & Regional Impact Reports
Employee Service Tile - Claudio Dato	CERT & Listos Volunteers	Goleta Chamber of Commerce Annual Report	Homeless Element Regulation Update
5 Year Pin - Winnie Cai	Proclamation: City of Goleta Arbor Week	Goleta Valley Historical Society	SBCAG Amtrak Pacific Surfliner Peak Hour Rail Service
5 Year Pin - Mary Chang	Proclamation: DMV/Donate Life Month	BEACON Presentation	SBCAG's Ramp Metering Study
5 Year Pin - Joe Pearson II	Proclamation: National Public Works Week	GVJHS After-School Sports Program	2017 Public Safety Annual Report
City Logo Tile - Eric Onnen (Planning)	Goleta Old Town Community Association - Neighborhoods USA Conference	Fairview Gardens	South Ellwood Field Lease Oil and Gas Facility Update
5 Year Pin - Francie Townes	Proclamation: Chocolate Gallery's 38 Years	Santa Barbara Response Network	STAR Communities Rating System and Certification
15 Year Pin - Deborah Lopez	Proclamation: Fiesta Ranchera Day; Certificates for Spirit of Fiesta and Junior Spirit of Fiesta	Visit Santa Barbara	So Cal Edison's Public Safety Power Shut Off
City Logo Tile - Jose Tolis (Parks & Rec)	City of Goleta Bike Challenge Team (Cycle Maynia)		Winter Storm Readiness 2018/19
15 Year Pin - Cindy Moore	Proclamation: National Parks & Recreation Month		LEAD Goleta Program
City Logo Tile - Deputy Tom Green, Motors Unit	Proclamation: National Preparedness Month		Santa Barbara County's Emergency Notification Process
15 Year Pin - Marti Milan	Proclamation: National Suicide Awareness Month		
5 Year Pin - Kathy Allen	Proclamation: Lemon Month		
5 Year Pin - Lisa Prasse	United Boys & Girls Club Gold Members		
5 Year Pin - James Winslow	Introduction of Lt. Brian Thielst and Sgt. John Maxwell		
15 Year Pin - Vyto Adomaitis			

ATTACHMENT 5
Table of Options

PROS AND CONS OF SUGGESTED OPTIONS

	PROS				CONS				
	Possible increase in participation	Greater possibility those who work/attend school could attend and/or run for office	Consistency of schedule	No additional or minimal cost	Backlog of agenda items	Long meetings	Increased cost	Difficult to arrange with Council schedules (with addl. mtgs.)	Confusing schedule
OPTION 1: Status quo			X	X					
OPTION 2: Two meetings/month but do not cancel July and August meetings			X	X					
OPTION 3: Conduct two regular evening meetings per month, starting at 4:30 p.m. for closed session and 6:30 p.m. for open session	X	X	X	X	X	X	X		
OPTION 3A: 2 regular evening mtgs/month, starting at 4:30 p.m. for closed session and 6:30 p.m. for open session. Schedule any additional meetings after 4:30 p.m.	X	X					X	X	X
OPTION 3B: 2 regular evening mtgs/month, starting at 4:30 p.m. for closed session and 6:30 p.m. for open session. Schedule any additional meetings at any time.	X	X					X	X	X