



Austin City Council Saturday Citizens Forum Recommendations



Presented by

Ray Baray, Assistant to the City Manager

Jannette Goodall, City Clerk

Deborah Thomas, Law Department

ITEM FROM COUNCIL

Council adopted Resolution No. 20140306-026 on March 6, 2014, which directed the City Manager to:

- (1) coordinate with the City Clerk and the City Attorney to conduct a Special Called meeting one Saturday in 2014 for a three-hour Citizens Forum, and
- (2) report back to City Council on the actual costs of the event so that it may consider scheduling more in the future.

The working group assigned to complete this request included representatives from the City Manager's Office, City Clerk's Office, Law Department, Building Services, ATXN, CTM, PIO, and the Agenda Office.



DIRECTION FROM COUNCIL TO DATE

- Allow for posted AND open communications from citizens
- Allow for discussion with citizens during the forum
- Ensure public promotion of the event
- Forum should be recorded
- Cost impact should be limited
- Tentative date of Forum – June 7th, 9 a.m. to 12 noon



MEETING FORMAT

A G E N D A

1. **Introductory Remarks by Mayor & Council**
2. **General Citizens Communication**
3. **Open Citizens Communication**
4. **Adjourn**



SPEAKER SIGN-UP

General Citizen Communication

- Maximum of 20 individuals can sign-up to speak
- Must register in advance
- Sign-up period (05/12 – 5/30)
- Can speak for 3 minutes
- No donation of time

Open Citizen Communication

- Number of speakers limited by length of meeting
- Do not have to register in advance
- Sign-up on the day of the forum
- Can speak for 3 minutes
- No donation of time



PUBLIC NOTIFICATION

Residents will be notified of the Forum in several ways:

- City's Website, Facebook and Twitter accounts
- Via the City's Boards and Commissions
- Announcements on ATXN
- Announcements to the Neighborhood Registry
- Staff recommends mentioning the Forum at the following Work Sessions and Council Meetings
 - May 13th and May 20th Work Sessions
 - May 11th and May 22nd Council Meetings



FISCAL IMPACT

Cost of Saturday Citizens Forum:

CTM Digital Media Support	-	\$ 517
ATXN Production Staffing	-	\$ 90
Closed-Captioning	-	\$ 385
Building Services Staffing	-	\$ 103
Security	-	\$ 719
Utilities	-	<u>\$ 100</u>
TOTAL =		\$ 1914



TIMELINE

- **April 15** – First presentation to Council
- **May 5** – Media campaign begins
- **May 12** – Registration begins for General Citizen Communications
- **May 13** – Mayor announces Forum at Work Session
- **May 15** – Mayor announces Forum at Council Meeting
- **May 27** – Mayor announces Forum at Work Session
- **May 29** – Mayor announces Forum at Council Meeting
- **May 30** – Registration ends for General Citizen Communications
- **June 4** – Posting of Forum agenda
- **June 7** – Date of Forum



QUESTIONS?

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City Manager's Office

Jannette Goodall, City Clerk

Office of the City Clerk

Deborah Thomas, Division Chief

Law Department

