

### **111.01 - Council meetings and hearings.**

(A) Regular Meetings. In accordance with Section 8 of the City Charter, or by ordinance or resolution, regular meetings of council shall be held virtually, in person in the usual place for holding meetings, or a combination of the two (2) on Monday of each week at 5:00 p.m. with zoning committee meetings beginning at 6:30 p.m. ~~except during the month of August, and except~~ when such meeting day falls on a holiday established by ordinance. The council president may establish an alternative date, time, manner, and location of the regular meetings of council on a case by case basis if the council president determines that it is necessary to designate an alternative meeting date, time, manner, or location so long as proper notice is given. When the council president determines that an alternative manner from the manner initially noticed for conducting a regular meeting is to be used, the city clerk shall be instructed to provide notice to the public and to the media that have requested notification of regular meetings, except in the event of an emergency requiring immediate official action. There shall be no restrictions placed upon the amount of time prior to the meeting that notice must be given to the public and the media, so long as the notice length is reasonable under the circumstances, with twenty-four (24) hours' notice conclusively considered proper. Notwithstanding the foregoing, notice of less than twenty-four (24) hours may be given and considered proper should the circumstances reasonably warrant. Provisions of the general law seeking to prohibit the council from determining its own rules and order of business in accordance with Section 9 of the City Charter are hereby affirmatively rejected.

(B) Special and Emergency Meetings or Hearings. In accordance with [Section 8](#) of the City Charter, the mayor, the council president, or any three (3) members of council may call for special or emergency meetings or hearings of the council. Special or emergency meetings or hearings of the council shall be held virtually, in person in the usual place for holding meetings, or a combination of the two (2) as determined by the council president. The council president may establish an alternative date, time, manner, and location of a special meeting or hearing of council on a case by case basis if the council president determines that it is necessary to designate an alternative meeting or hearing date, time, manner, or location so long as proper notice is given. When the council president determines that an alternative manner from the manner initially noticed for conducting a special meeting or hearing is to be used, the city clerk shall be instructed to provide notice to the public, to the media that have requested notification of special meetings, and to the parties required to be notified of a hearing. There shall be no restrictions placed upon the amount of time prior to the meeting that notice must be given to the public and the media, so long as the notice length is reasonable under the circumstances, with twenty-four (24) hours' notice conclusively considered proper. Notwithstanding the foregoing, notice of less than twenty-four (24) hours may be given and considered proper should the circumstances reasonably warrant. Provisions of the general law seeking to prohibit the council from determining its own rules and order of business in accordance with [Section 9](#) of the City Charter are hereby affirmatively rejected. In the event of an emergency meeting or hearing, the official or officials who called for the emergency meeting or hearing shall instruct the city clerk to immediately notify the news media that have requested notification or the parties required to be notified of a hearing of the time, place, manner, and purpose of the meeting or hearing.

(C) Committee Meetings and Hearings. The council president or chairperson of a standing committee may fix the time for regular, special, or emergency meetings or hearings of the standing committee. Regular, special, or emergency meetings or hearings of a standing committee shall be held virtually, in

person in the usual place for holding meetings, or a combination of the two (2) as determined by the council president or chairperson of the standing committee. The council president or committee chairperson may establish an alternative date, time, manner, and location of a regular or special meeting or hearing of the standing committee on a case by case basis if the council president or committee chairperson determines that it is necessary to designate an alternative meeting or hearing date, time, manner, or location so long as proper notice is given. When the council president or committee chairperson determines that an alternative manner from the manner initially noticed for conducting a regular or special meeting or hearing is to be used, the city clerk shall be instructed to provide notice to the public, to the media that have requested notification or regular or special meetings, and to the parties required to be notified of a hearing. There shall be no restrictions placed upon the amount of time prior to the meeting that notice must be given to the public and the media, so long as the notice length is reasonable under the circumstances, with twenty-four (24) hours' notice conclusively considered proper. Notwithstanding the foregoing, notice of less than twenty-four (24) hours may be given and considered proper should the circumstances reasonably warrant. Provisions of the general law seeking to prohibit the council from determining its own rules and order of business in accordance with [Section 9](#) of the City Charter are hereby affirmatively rejected. In the event of an emergency meeting or hearing, the council president or committee chairperson who called for the emergency meeting or hearing shall instruct the city clerk to immediately notify the news media that have requested notification or the parties required to be notified of a hearing of the time, place, manner, and purpose of the meeting or hearing.

(D) In accordance with [Section 240](#) of the City Charter, Council and the standing committees of council may conduct virtual meetings and hearings by means of teleconference, video conference, or any other similar technology. Virtual meetings and hearings shall be conducted in such a way as to ensure that members of the public are able to observe and hear the public discussions and deliberations of all the members of Council, whether members are attending in-person or virtually. Member of the council shall have a sufficient internet or other electronic connection to allow the members to be seen and heard clearly, and shall be visible to the extent practicable with the technology in use. Each member attending virtually shall be considered present as if the member is in-person at the public meeting or hearing, shall be permitted to vote, and shall be counted for purposes of determining whether a quorum is present at the meeting or hearing. Any vote on a resolution, ordinance, motion, or formal action of any kind cast by a member attending virtually shall have the same effect as if the member were attending the public meeting or hearing in-person, and there shall be no restrictions placed upon the matters to be considered on an agenda due to the action being heard virtually. Provisions of the general law seeking to prohibit the council from determining its own rules and order of business in accordance with [Section 9](#) of the City Charter are hereby affirmatively rejected.

(E) Executive Session. Council and its standing committees may go into executive session as further described in RC 121.22 during regular or special meetings or hearings after a majority of a quorum of the council or committee determines, by a roll call vote, to hold an executive session and only at a regular or special meeting for the sole purpose of the consideration of any of the matters listed in RC 121.22(G).

(F) A representative of the city attorney, auditor, city treasurer, and each department shall attend all council meetings and give necessary service and advice; provided, however, that the president of the council, may excuse any or all of said representatives from attending any council regular meeting when it

appears from the agenda that the matters to be considered at a particular meeting will not require their services.

(G) In accordance with [Section 240](#) of the City Charter, any member of city council may attend any and all meetings of the city council, its standing committees created by the president, or the council itself, including all such meetings which may be conducted in executive session. Any member who intends to attend a meeting by means of video conference or other similar electronic technology shall notify the council president of that intent not less than forty-eight (48) hours before the meeting, except in the case of an emergency.

(H) The minutes of meetings or hearings of the Council or any of its standing committees shall be promptly prepared, filed, and maintained and shall be open to public inspection in accordance with the general laws of the state. The minutes need only reflect the general subject matter of discussions in executive sessions. Where a full video recording with audio of a meeting or hearing has been preserved as a public record, written meeting minutes are not required.