



## STAFF REPORT

**DATE:** November 13, 2018

**TO:** Ronald L. Olson, City Manager

**FROM:** Judy Paradise, City Manager's Office

**SUBJECT:** Reschedule December & January City Council Meetings

### **BACKGROUND AND FINDINGS:**

Section 34 of the City Charter provides that the City Council shall meet regularly, but not less frequently than twice a month. Historically, the City Council has scheduled these two meetings for the second and fourth Tuesdays of the month.

### **THE ALTERNATIVES CONSIDERED:**

#### **Which alternative is recommended? Why?**

The fourth Tuesday of December falls on Christmas Day and the first Tuesday of January falls on the New Year's Day holiday. It is recommended that the City Council meeting scheduled for December 25, 2018 be rescheduled for another date. It is also recommended that all January meetings move back one week since there are five Tuesdays in the month.

### **CONFORMITY TO CITY POLICY:**

Conforms to Section 34 of the City Charter.

### **FINANCIAL IMPACT:**

#### **What is the amount of the expenditure in the current fiscal year? For future years?**

N/A

#### **Is this a one-time or recurring expenditure?**

N/A

#### **Is this expenditure budgeted?**

N/A

#### **If not, where will the money come from?**

N/A

**Is there a sufficient amount in the budgeted line-item for this expenditure?**

N/A

**RECOMMENDATION:**

That the second regular City Council meeting of December be held on December 18, 2018, the first regular City Council meeting of January be held on January 15, 2019, and the second meeting be held on January 29, 2019.

**DEPARTMENTAL CLEARANCES:**

Legal

**ATTACHED SUPPORTING DOCUMENTS:**

Current Meeting Schedule  
Proposed Meeting Schedule