



## STAFF REPORT

**DATE:** August 6, 2019

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

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

**SUBJECT:** Reschedule October, November, and December 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 national Association of the United States Army (AUSA) meeting occurs in October each year leaving the City Council with a lack of a quorum for scheduled meetings. This year's AUSA meeting occurs the third week of October. Since October has five Tuesdays it is recommended that the second workshop and second scheduled regular meeting move back one week.

Due to holidays in the month of November and December it is recommended that the second regular meeting in each month move to the third Tuesday in those months.

### **THE ALTERNATIVES CONSIDERED:**

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

The alternative considered for the October meetings would be to move the October 15 and October 22 meetings back one week.

#### **OCTOBER**

<b>Current Meeting Schedule</b>	<b>Proposed Meeting Schedule</b>
October 1, 2019 - Workshop Meeting	October 1, 2019 - Workshop Meeting
October 8, 2019 - Regular Meeting	October 8, 2019 - Regular Meeting
October 15, 2019 - Workshop Meeting	October 15, 2019 - No Meeting
October 22, 2019 - Regular Meeting	October 22, 2019 - Workshop Meeting
October 29, 2019 - No Meeting	October 29, 2019 - Regular Meeting

The fourth Tuesday of November falls during the week of Thanksgiving and the fourth Tuesday in December falls on the Christmas Eve holiday. It is recommended that these meetings be rescheduled for another date.

**NOVEMBER**

<b>Current Meeting Schedule</b>	<b>Proposed Meeting Schedule</b>
November 5, 2019 - Workshop Meeting	November 5, 2019 - Workshop Meeting
November 12, 2019 - Regular Meeting	November 12, 2019 - Regular Meeting & Workshop
November 19, 2019 - Workshop Meeting	November 19, 2019 - Regular Meeting
November 26, 2019 - Regular Meeting	November 26, 2019 - No Meeting

**DECEMBER**

<b>Current Meeting Schedule</b>	<b>Proposed Meeting Schedule</b>
December 3, 2019 - Workshop Meeting	December 3, 2019 - Workshop Meeting
December 10, 2019 - Regular Meeting	December 10, 2019 - Regular Meeting & Workshop
December 17, 2019 - Workshop Meeting	December 17, 2019 - Regular Meeting
December 24, 2019 - Regular Meeting	December 24, 2019 - No Meeting
December 31, 2019 - No Meeting	December 31, 2019 - No Meeting

**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:**

City staff recommends the second regular City Council meeting of October be held on October 29, 2019, the second regular City Council meeting of November be held on November 19, 2019, and the second regular meeting of December be held on December 17, 2019.

**DEPARTMENTAL CLEARANCES:**

Legal

**ATTACHED SUPPORTING DOCUMENTS:**

Current Meeting Schedule  
Proposed Meeting Schedule