



CITY COUNCIL AGENDA REPORT

MEETING DATE: JULY 19, 2011

ITEM NUMBER:

SUBJECT: CANCELLATION THE REGULAR CITY COUNCIL MEETING OF AUGUST 16, 2011

DATE: JULY 13, 2011

FROM: OFFICE OF THE CEO

PRESENTATION BY: DAN JOYCE, INTERIM PUBLIC AFFAIRS MANAGER

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RECOMMENDATION:

Due to a light agenda and the heavy work load of staff, it has been recommended that City Council opt to cancel the regularly scheduled meeting of Tuesday, August 16, 2011.

BACKGROUND:

The City Council has the legal authority to establish meeting dates and times and to reschedule or cancel such meetings with proper and timely public notice. The City Council moved its regular meetings to the 1st and 3rd Tuesday's of each month in February 2005. Accordingly, there was no prior conflict, as the meetings were held on Monday, with the conduct of a General Election until 2006. The November 7, 2006 regular meeting was rescheduled to the following Tuesday, November 14 in lieu of a Study Session. In addition, on October 21, 2008, the City Council opted to cancel its regularly scheduled City Council meeting of November 4, 2008 due to a conflict of Election Day falling on that Tuesday.

It should be noted that based on prior City Council action (Resolution No. 05-8), the 2nd meeting in December is regularly cancelled. Consequently, this item is being brought forward at this time for City Council consideration.

ANALYSIS:

Rescheduling or cancelling the meeting date will require posting and noticing of scheduled public hearings, if any, and other agenda items. Such a change is not significant so long as the decision to cancel the meeting date is done well in advance. This will allow for proper noticing and posting of the agenda as well as preparation and distribution of agenda reports. Such a change would not have any impact in terms of

posting and noticing and would not impact the upcoming staff reports to the City Council and the public.

A review of upcoming agenda items (based on Commission actions, City Council requests and Department operating demands) suggests that there are no items of public significance scheduled for the August 16, 2011 meeting. This is not to suggest that the normal conduct of City business is not of importance to the public – simply that there are no pending Public Hearings or items beyond routine items of business to be considered. Consequently, should the City Council opt to cancel the August 16, 2011 regular meeting, routine items of business will be taken up on the next regular meeting agenda on September 6, 2011.

ALTERNATIVES CONSIDERED:

The City Council may simply stay with the current schedule, select an alternative meeting date or cancel the meeting as discussed in the preceding.

FISCAL REVIEW:

There is no fiscal impact to changing the meeting date.

LEGAL REVIEW:

Should the City Council cancel the scheduled meeting date, staff will ensure that the required posting and noticing requirements are met.

CONCLUSION:

Due to an expected light agenda for city business, it is requested that City Council consider cancelling the regular meeting date per staff's recommendation.

Dan Joyce
Interim Public Affairs Manager

Thomas R. Hatch
Chief Executive Officer