



Meeting Date: December 1, 2009

ACTION	TYPE OF ITEM
<input type="checkbox"/> Approved Recommendation	<input type="checkbox"/> Info/Consent
<input type="checkbox"/> Ord. No(s). _____	<input type="checkbox"/> Report
<input type="checkbox"/> Res. No(s). _____	<input type="checkbox"/> Public Hearing (Info/consent)
<input type="checkbox"/> Other _____	<input checked="" type="checkbox"/> Other City Council Business

Prepared By: Grace Magistrale Hoffman, Deputy City Manager ^{MMH} Agenda Item No. N-1
 Reviewed By: City Manager ^{MMH} City Attorney ^{MA} Finance ^{NAC} Other (Specify) _____

DATE: November 18, 2009
TO: City Council
 Community Development Commission
 Housing Authority
FROM: Edmund F. Sotelo, City Manager
 City Manager's Office
SUBJECT: 2010 Meeting Schedule for Legislative Bodies

RECOMMENDATION

That City Council, Community Development Commission and Housing Authority meet on the following dates during the calendar year 2010:

- January 12 and 26
- February 2, 9, and 23
- March 2, 9, and 23
- April 6, 13, 20, and 27
- May 4, 11, and 18
- June 8, 15, and 22
- July 13, 20, and 27
- August **NO MEETINGS**
- September 14, 21, and 28
- October 5, 12, 19, and 26
- November 9 and 16
- December 7 and 14

DISCUSSION

The City Council, Community Development Commission and the Housing Authority ("Council") meet regularly, usually scheduling three or four meetings each month. The Council has the ability to schedule additional meetings as necessary or to cancel meetings due to lack of business.

The Council usually cancels meetings on the fifth Tuesday of a month and on any Tuesday occurring on a holiday or close enough to a holiday to potentially impact public participation in agenda development, in preparation for the meetings, or at the meetings themselves or to provide a block of time to accommodate vacation plans. The Council also usually cancels any meetings conflicting

with the League of California Cities Annual Conference. The dates for this annual conference are September 15-18, 2010, in San Diego and do not impact scheduled Council meeting dates. The Council also cancels a meeting in conflict with the National League of Cities Congressional Conference and the International Council of Shopping Centers Annual Conference which are scheduled to be held March 13-17, 2010 and May 23-25, 2010, respectively. The Tuesdays on which the Council **would not** meet, along with the reasons are listed below:

January 5 and 19	Accommodate Holiday Schedule and the day after Dr. Martin Luther King, Jr. Day holiday
February 16	Day after Presidents' Day holiday
March 16 and 30	National League of Cities Conference, and 5 th Tuesday of the month
May 25	International Council of Shopping Centers Conference
June 1 and 29	Day after Memorial Day holiday and 5 th Tuesday of the month
July 6	Day after 4 th of July holiday observed
August 3, 10, 17, 24, and 31	To accommodate vacation schedules
September 7	Day after Labor Day holiday
November 2, 23, and 30	Election Day, Thanksgiving holiday, and 5 th Tuesday of the month
December 21 and 28	Accommodate Holiday Schedule

This schedule results in a total of 32 meetings scheduled and 20 regular meetings not held during 2009. For the current year, a similar number of 33 meetings will be held, with 19 meetings not held.

Staff further recommends Council continue the practice previously authorized by Council on December 20, 1994, of commencing the public portion of meetings at 7:00 p.m. Closed sessions would continue to start at 5:30 p.m., if necessary. Evening meetings have been successful in meeting the goals of increasing public participation either through personal attendance at Council meetings held in the evenings, or viewing Council sessions on television, Time Warner, Channel 10. Residents also have access to Council meetings via the Internet.

FINANCIAL IMPACT

None.

Attachment #1 – Proposed 2010 Calendar of Meetings

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○ = Closed City Hall Dates Fridays and Holidays

□ = Recommended City Council Meeting Dates