



Meeting Date: December 4, 2012

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. _____

Reviewed By: City Manager [Signature] City Attorney [Signature] Finance [Signature] Other (Specify) _____

DATE: December 4, 2012

TO: City Council
 Community Development Commission Successor Agency
 Financing Authority
 Housing Authority

FROM: Karen R. Burnham, Interim City Manager ^[Signature]
 City Manager's Office

SUBJECT: 2013 Meeting Schedule for Legislative Bodies

RECOMMENDATION

That City Council, Community Development Commission Successor Agency, Financing Authority, and Housing Authority meet on the following dates during the calendar year 2013:

- January 8 and 15
- February 5, 12 and 26
- March 5, 19 and 26
- April 9, 16 and 23
- May 7, 14 and 21
- June 4, 11, 18 and 25
- July 2, 9, 16 and 23
- August **NO MEETINGS**
- September 10, 17 and 24
- October 1, 8, 15 and 22
- November 5 and 19
- December 3, 10 and 17

DISCUSSION

The City Council 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 5-7, 2012, 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 which is scheduled to be held March 9-13, 2013. The Tuesdays on which the Council **would not** meet, along with the reasons are listed below:

January 1, 22 and 29	Accommodate Holiday Schedule, the day after Dr. Martin Luther King, Jr. Day Holiday and 5 th Tuesday of the month
February 19	Day after Presidents' Day Holiday
March 12	National League of Cities Conference
April 2 and 30	Observance of Cesar Chavez Holiday and 5 th Tuesday of the month
May 28	Day after Memorial Day Holiday
July 30	The 5 th Tuesday of the month
August 6, 13, 20, and 27	Dark the Month of August
September 3	Day after Labor Day holiday
October 29	The 5 th Tuesday of the month
November 12 and 26	Day after Veterans' Day Holiday, and Thanksgiving Holiday
December 24 and 31	Accommodate Holiday Schedule

This schedule results in a total of 34 meetings scheduled and 19 regular meetings not held during 2013. For the current year schedule, 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 2013 Calendar of Meetings

January

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

October

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

February

Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

May

Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August

Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November

Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

March

Su	M	Tu	W	Th	F	Sa
						1
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

September

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				