



CITY COUNCIL STAFF REPORT

TO: Honorable Mayor and City Council **DATE:** December 12, 2022
FROM: Matthew Bronson, City Manager
PREPARED BY: Matthew Bronson, City Manager
SUBJECT: Adoption of the City Council Meeting Schedule for Calendar Year 2023

RECOMMENDATION

Adopt the proposed City Council meeting schedule for calendar year 2023.

BACKGROUND

Regular City Council meetings are held on the second and fourth Mondays of each month at 6:00 p.m. If that day falls on a holiday, the meeting is held on the next succeeding day which is not a holiday (GBMC Article II, Section 2301). The Council has the ability to adjust and/or add other meeting dates as deemed necessary and can change the regular meeting schedule by resolution.

Adjustments to the regular Council meeting schedule for 2023 are proposed to provide the Council and City staff with an opportunity to make advance planning arrangements for time off during the summer and winter holiday season. These proposed adjustments are listed below:

- 1) Cancelling the first meeting in July:
 - conducting one meeting only during the month of July to allow the Council and City staff the opportunity to schedule vacation time off during the summer; and
- 2) Cancelling the first meeting in August:
 - conducting one meeting only during the month of August to allow the Council and City staff the opportunity to schedule vacation time off; and
- 3) Cancelling the second meeting in November and December:
 - conducting one meeting only during the month of November and December in the beginning of the month given the extent of holiday activities and to allow Council and City staff the opportunity to schedule vacation time off during the winter holiday.

In addition to the regularly scheduled meetings, the Council may call for special meetings as needed throughout the year.

FISCAL IMPACT

There is no fiscal impact from this action.

ALTERNATIVES

The City Council has the following alternatives to consider:

1. Adopt the proposed City Council meeting schedule for calendar year 2023; or
2. Amend the proposed City Council meeting schedule, and adopt the amended meeting schedule for 2023; or
3. Provide alternate direction to staff.

PUBLIC NOTIFICATION

The agenda was posted in accordance with the Brown Act.

Attachments

1. 2023 Calendar with Proposed Council Meeting Dates

2023 Calendar

January						
Su	Mo	Tu	We	Th	Fr	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	Mo	Tu	We	Th	Fr	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				

March						
Su	Mo	Tu	We	Th	Fr	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	Mo	Tu	We	Th	Fr	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						

May						
Su	Mo	Tu	We	Th	Fr	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			

June						
Su	Mo	Tu	We	Th	Fr	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	Mo	Tu	We	Th	Fr	Sa
						1
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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	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
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17	18	19	20	21	22	23
24	25	26	27	28	29	30

October						
Su	Mo	Tu	We	Th	Fr	Sa
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November						
Su	Mo	Tu	We	Th	Fr	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	Mo	Tu	We	Th	Fr	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						

Regular City Council Meeting
 Cancelled City Council Meetings

Holidays - City Hall Closed