

STAFF REPORT
COUNCIL MEETING DATE
November 28, 2011

ITEM FOR COUNCIL CONSIDERATION:

Cancellation of the Regular City Council meeting of December 26, 2011

Report prepared by: Fidela Garcia, City Clerk

Department: City Manager

Reviewed by: Dave Durlinger, City Manager



Signature



Signature

STAFF RECOMMENDATION:

That the City Council authorize the cancellation of the December 26, 2011, regular meeting due to the meeting date falling on a legal holiday for the City and the subsequent weekdays being within the City's work furlough period.

I. BACKGROUND:

The City Council has the authority to establish meeting dates and times and to reschedule or cancel such meetings with proper and timely public notice. The City Council holds its regular meeting on the second and fourth Mondays of every month. Traditionally, the City Council has cancelled the second meeting in December due to a light agenda and/or vacation schedules. Currently the City is undergoing a furlough for the fiscal period 2011-12. The December 26, 2011, regular meeting date falls on a holiday and the remaining week is within the work furlough period of December 23, 2011, to December 30, 2011, so consequently this item is being brought forward for your consideration.

II. DISCUSSION:

Cancelling the meeting date will require posting and noticing. Such a change is not significant as long as the decision to cancel is done well in advance. This will allow proper noticing. Staff has considered the upcoming schedule of items for the agenda and at this time there are no

issues that would be negatively impacted by the cancellation of the meeting. As always, should an immediate need arise for the Council to consider and/or take action on a matter, a special meeting could be scheduled.

III. LEGAL ISSUE:

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

IV. OPTIONS:

The City Council may select an alternative meeting date or cancel the meeting as discussed.