



Legislation Details (With Text)

File #: 20-79 **Version:** 1 **Name:**

Type: Informational Item **Status:** Council Busines

File created: 1/29/2020 **In control:** City Council

On agenda: 2/26/2020 **Final action:**

Title: Consider the Cancellation of the Regular City Council Meeting on December 23, 2020 due to the holidays, and consider the change of November meeting dates due to the holidays and November 3, 2020 election. (Administrative Services Director)

Sponsors:

Indexes:

Code sections:

Attachments: 1. 2020 City Holiday Schedule.pdf

Date	Ver.	Action By	Action	Result
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CITY COUNCIL AGENDA ITEM

Memo Date: February 6, 2020
Agenda Date: February 26, 2020
Prepared By: Carie Shealy, City Clerk
Through: Tammy Gemmati, Administrative Services Director
Requested Action:

Consider the Cancellation of the Regular City Council Meeting on December 23, 2020 due to the holidays, and consider the change of November meeting dates due to the holidays and November 3, 2020 election.

BACKGROUND:

It has been the tradition of the City Council to cancel the second City Council meeting in December due to the holidays and due to the great number of citizens, employees, and Council members wishing to spend time with their families locally or out of town. This year, the second meeting of December falls on December 23, 2020. City offices are closed on Thursday and Friday, December 24 & 25, 2020.

Secondly, meeting dates in November fall on or near holidays as well, along with having an election. The General Election will be on Tuesday, November 3, 2020, and the Supervisor of Elections does not certify results until ten days after. Additionally, the first City Council meeting in November is Wednesday, November 11, 2020, which is Veteran’s Day and City offices are closed. Lastly, the second City Council meeting in November is Wednesday, November 25, 2020 which is the night before the Thanksgiving holiday. City offices will be closed on Thursday and Friday, November 26 & 27, 2020.

The following is being proposed for November meetings:

- Hold the first City Council meeting on Tuesday, November 10, 2020 and CANCEL the original date of November 11, 2020; and
- Hold a Special City Council Meeting on Friday, November 20, 2020, during the day (10 a.m.) as we have done in the past, which would include the Swearing In Ceremony & reception for new Council members. This meeting would also include any pertinent Finance items that have to be approved by November 30, 2020; and
- Cancel the Second meeting of November 25, 2020 due to the holidays.

Section 2.51 of the City Code explains the Cancellation of City Council meetings and is noted below:

Time, place for regular meetings; procedure for cancelling meetings and calling special meetings.

(a)The regular meetings of the city council shall be held in the council meeting room in the municipal city hall building, such building being a publicly owned facility within the city limits, at 6:00 p.m. every second and fourth Wednesday of each and every month. The meeting time may be adjusted by the city council on a case-by-case basis to address special circumstances.

(b)In the event a regular meeting coincides with a holiday or for any reason a quorum will not be available, the council by majority vote may cancel or reschedule such meeting.

(c)In the event the city manager becomes aware that a quorum of the council will not be available or that there is no business which needs to be presented to the council, the city manager may notify each available member of the council of the facts and, if there is no objection, cancel such regular meeting. No more than one (1) meeting per month may be cancelled by this procedure.

(d)Special meetings may be called by the mayor or the city manager as from time-to-time may be required.

A 2020 City Holiday schedule is attached for your review.

STRATEGIC PLAN CONNECTION:

NA

BUDGETARY IMPACT:

NA

PREVIOUS ACTION:

The City Council has cancelled and rescheduled meetings in the past when situations arise or the need occurs.

RECOMMENDED MOTION:

Consider the Cancellation of the Regular City Council Meeting on December 23, 2020 due to the

holidays, and consider the change of November meeting dates due to the holidays and November 3, 2020 election.