



Agenda Item #: _____

Staff Report

City of Manhattan Beach

TO: Honorable Mayor Aldinger and Members of the City Council

THROUGH: Geoff Dolan, City Manager

FROM: Lindy Coe-Juell, Assistant to the City Manager

DATE: April 1, 2008

SUBJECT: Consideration of the Upcoming City Council Regular Meeting Schedule and the Cancellation of a Summer and Winter Meeting

RECOMMENDATION:

Staff recommends that review the upcoming calendar of regularly scheduled City Council meetings and consider canceling one summer and one winter meeting, as was done last year.

FISCAL IMPLICATION:

There are no fiscal implications associated with the recommended action.

BACKGROUND:

On July 3, 2007 the City Council adopted Ordinance No. 2104, which provides flexibility to reschedule or cancel any regular Council meeting by minute action. The practice of cancelling one meeting during the summertime and one meeting during the winter holiday season is followed by many cities in California in order to give Councilmembers and staff work "catch-up" time and the ability to schedule vacation without missing a meeting.

Last year, Council decided to cancel the second meeting in August and the first meeting in January. Cancelling the second meeting in August for a summer break worked well, especially in conjunction with the Labor Day holiday falling on the first Monday in September. Cancelling the first meeting in January also provided a well-timed break because a number of people were able to plan gatherings with friends and family to extend through the New Year's holiday.

DISCUSSION:

Staff recommends that Council review the upcoming regular meeting schedule for the summertime and winter holiday season and consider which, if any, meetings to cancel. The cancellation may be done by minute action.

The following calendar list shows the regularly scheduled City Council meetings for the 2008 summer timeframe (June, July and August) and for the winter holiday season (December 2008 and January 2009).

June '08

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<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
1	2	3 Council Meeting	4	5	6	7
8	9	10 Boards & Commissions Orientation	11	12	13	14
15	16	17 Council Meeting	18	19	20	21 Summer Begins
22	23	24	25	26	27	28
29	30					

July '08

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
		1 Council Meeting	2	3	4 Holiday	5
6	7	8	9	10	11	12
13	14	15 Council Meeting	16	17	18	19
20	21	22 Joint Council & PC Meeting	23	24	25	26
27	28	29	30	31		

August '08

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
					1	2
3	4	5 Council Meeting	6	7	8	9
10	11	12	13	14	15	16
17	18	19 Council Meeting	20	21	22	23
24	25	26	27	28	29	30
31	1 Holiday					

December '08

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
	1	2 Council Meeting	3	4	5	6
7	8	9	10	11	12	13
14	15	16 Council Meeting	17	18	19	20
21	22	23	24	25 Holiday	26	27
28	29	30	31			

January '09

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
				1 Holiday	2	3
4	5	6 Council Meeting	7	8	9	10
11	12	13	14	15	16	17
18	19	20 Council Meeting	21	22	23	24
25	26	27	28	29	30	31