



City of Culver City

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Staff Report

File #: 18-0439, **Version:** 1

Item #: C-3.

CC - Adoption of a Resolution Setting the Regular Meetings of the City Council for the Calendar Year 2018.

Meeting Date: December 11, 2017

Contact Person/Dept: Jeremy Green, City Clerk

Phone Number: 310.253.5859

Fiscal Impact: Yes ☐ No ☒

General Fund: Yes ☐ No ☐

Public Hearing: ☐ **Action Item:** ☐ **Attachments:** ☒

Commission Action Required: Yes ☐ No ☒

Public Notification: (E-Mail) Meetings and Agendas - City Council (12/06/17);

Department Approval: Serena Wright, Administrative Services Director (12/06/17)

RECOMMENDATION

Staff recommends the City Council adopt a resolution setting the regular meetings of the City Council for the calendar year 2018.

BACKGROUND/DISCUSSION

Charter Section 608 authorizes the Council to determine the regular meeting dates of the City Council by ordinance or resolution and may adjourn any regular meeting to a date certain.

The Culver City Municipal Code (CCMC), § 3.01.100, states that all official, regular and adjourned meetings of the City Council shall be held in the City Hall on the second and fourth Mondays of each month at 7:00 p.m. And goes on to state that "if any regular meeting shall fall on a legal holiday, no meeting shall be held on such holiday, but shall be held on the next succeeding day thereafter that is not a holiday at 7:00 p.m."

Consistent with Charter Section 608 and CCMC § 3.01.100, the proposed Resolution sets the City Council's regular meeting dates for calendar year 2018 and authorizes the City Council, at a regular meeting, to change those dates by resolution.

Please note the following proposed dates that differ from the second and fourth Mondays of the month:

- The City Council meeting which occurs the day before the Election Day (April 9, 2018) has historically been cancelled and will not be included as a regular meeting date for 2018.
- To accommodate the election schedule and to permit the election to be certified at a Regular City Council meeting, April 30, 2018 will be added as a regular meeting date for 2018.
- To accommodate Memorial Day, which falls on the 4th Monday on May 28, 2018, Tuesday, May 29, 2018 will be the regular meeting date.
- Rosh Hashanah falls on Monday, September 10, 2018. While not a legal holiday, the City Council may designate Tuesday, September 11, 2018 as the regular meeting date for 2018.
- Traditionally, staff has recommended that Council not hold a second City Council meeting in November (November 26, 2018) and December (December 24, 2018) to accommodate holiday schedules.

Exhibit A outlines all of the recommended meeting dates for 2018. These are dates proposed by staff and are presented to City Council for review and approval.

FISCAL ANALYSIS

None.

ATTACHMENTS

Proposed Resolution

MOTION

That the City Council:

Adopt a resolution setting the regular meetings of the City Council for the calendar year 2018.