


Agenda Report Reviewed by:
City Manager: 

CITY OF SEBASTOPOL
CITY COUNCIL
AGENDA ITEM REPORT

Meeting Date: June 7, 2022
To: City Councilmembers
From: Agenda Review Committee
Subject: Approval of Cancellation of City Council Meeting of August 16, 2022
Recommendation : That the City Council approve cancellation of the Regularly Scheduled City Council Meeting of August 16, 2022
Funding: Currently Budgeted: _____ Yes _____ No XX N/A
Net General Fund Cost: N/A
Amount: \$

Account Code/Costs authorized in City Approved Budget (if applicable) AK (verified by Administrative Services Department)

PURPOSE/INTRODUCTION:

This item is to request that the City Council formally approve cancellation of the Regularly Scheduled City Council Meeting of August 16, 2022.

BACKGROUND:

Pursuant to Government Code Section 54954, each legislative body of a local agency, except for advisory committees or standing committees, shall provide, by ordinance, resolution, bylaws, or by whatever other rule is required for the conduct of business by that body, the time and place for holding regular meetings.

The City of Sebastopol Municipal Code states that the City Council of the City of Sebastopol shall hold regular meetings on the first and third Tuesday of each and every month, commencing at 6:00 p.m. on the first Tuesday of the month and at 6:00 p.m. on the third Tuesday of the month. In the event the regular meeting of the Council falls upon a day designated by law as a legal holiday, such meeting shall be held the same hour on the next succeeding day not a holiday, or on such other date as the Council may designate.

The Municipal Code also states that all regular meetings of the City Council shall be held in the Sebastopol Youth Annex/Teen Center, 425 Morris St, Sebastopol, Sonoma County, California, or other such place as shall be designated in the notice of such meeting. In the event the meeting is in such place other than the Youth Annex, notice shall be given as required by law.

Currently under AB 361, Teleconference Restrictions of the Brown Act Have Been Suspended, as Well as the Requirement to Provide a Physical Location for Members of the Public to Participate in the Meeting. The City of Sebastopol City Council meeting will not be physically open to the public and all City Council Members will be teleconferencing into the meeting via Zoom.

The City Council is expected to conduct a small mock walk-through hybrid meeting sometime in August to ensure there are no technical issues if the Council chooses to go to in person or hybrid meetings. That date has not yet been formalized with the Sebastopol Community Center.

DISCUSSION:

The City Council at each meeting in January reviews the yearly City Council meeting dates. For the last few years, the City Council has authorized the second meeting in August to be cancelled unless there is a need for such meeting. Although this meeting was not scheduled for cancellation at the January 2022 meeting, it is now considered for cancellation. Cancellation of this meeting allows for City Council and City staff to use this time for fiscal year wrap up; scheduling of vacations; and allows time for City staff to catch up on items postponed or on hold due to Staff workloads.

The date can be held in reserve or a Special City Council meeting for a different date can be scheduled if it was determined that that there was City business that needed to be conducted that could not wait until the next City Council Meeting (September 6, 2022). At this time, there is no urgent City business scheduled for this meeting of August 16, 2022.

CITY COUNCIL AND/OR GENERAL PLAN GOALS:

Goal 5 - Provide Open and Responsive Municipal Government Leadership

5.3.3. Encourage and increase public awareness of City Policies, decisions, programs and all public processes and meetings, by investigating effective methods of communication and obtaining feedback from the community.

Goal 6 - Maintain a highly qualified Staff that works to provide services to serve and protect the residents, visitors and business of this community.

Action CHW 5c: Practice an open-door policy in City programs, and actively engage and encourage participation from all individuals regardless of ethnicity, race, religion, class, disability, sexual orientation, and gender.

PUBLIC COMMENT:

As of the writing of this staff report, the City has not received any public comment. However, if staff receives public comment from interested parties following the publication and distribution of this staff report such comments will be provided to the City Council as supplemental materials before or at the meeting. In addition, public comments may be offered during the public comment portion of this item.

PUBLIC NOTICE:

This item was noticed in accordance with the Ralph M. Brown Act and was available for public viewing and review at least 72 hours prior to schedule meeting date.

FISCAL IMPACT:

There is no cost associated with this item tonight.

RECOMMENDATION:

Staff is requesting City Council formally approve cancellation of the Regularly Scheduled City Council Meeting of August 16, 2022 with the notation that the Mayor can call for a Special City Council meeting if it was determined that that there was City business that needed to be conducted that could not wait until the next City Council Meeting (September 6, 2022)

Attachment:

None