



CITY OF GLENDALE, CALIFORNIA REPORT TO THE CITY COUNCIL

AGENDA ITEM

Report: City Council Regular Meeting Schedule for the 2024-25 Fiscal Year

1. Motion Establishing City Council Regular Meeting Schedule for the 2024-25 Fiscal Year and Cancelling Specified City Council Meetings

COUNCIL ACTION

Item Type: Consent Calendar

Approved for May 21, 2024 **calendar**

EXECUTIVE SUMMARY

Every year prior to the commencement of the new fiscal year, the Council establishes a regular meeting schedule for the upcoming fiscal year. After consulting with the Mayor, the City Manager proposes the regular meeting schedule for the 2024-25 fiscal year as identified in this report.

RECOMMENDATION

That the Council adopt the Council regular meeting schedule for the 2024-25 fiscal year, including cancelling specified meetings.

ANALYSIS

The City Council's regular meetings are held on Tuesday evenings at 6:00 p.m. in the Council Chambers. The Council also holds special meetings from time-to-time as well as joint meetings with other City agencies, as necessary. On an annual basis, the Council adopts a regular meeting schedule per fiscal year by cancelling specified regular meetings.

The regular meeting calendar is generally established to average three regular meetings per month. This balances the need for a calendar sufficient to handle the Council's robust regular business while providing breaks in the calendar to allow sufficient staff time to prepare reports and undertake other business of the City. It also allows for breaks in the schedule for holidays and winter break. If additional meetings become necessary, the Council can add meetings to the calendar or call special meetings. It should be noted that the City Manager and staff strive to calendar Council items in a manner so that agendas are not overly light, nor overburdened in a manner that makes for excessively heavy agendas.

Taking these factors into account, and after consultation with the Mayor, the City Manager proposes regular meetings for the 2024-25 fiscal year to be held every Tuesday at 6 p.m. except on the following dates, which would be cancelled:

2024

July 2
July 23
August 6
September 24
October 15
October 29
November 26
December 24
December 31

2025

January 21
February 18
March 25
April 8
April 22
May 27
June 17

STAKEHOLDERS/OUTREACH

Not applicable.

FISCAL IMPACT

There is no fiscal impact associated with this report.

ENVIRONMENTAL REVIEW (CEQA/NEPA)

This item is exempt from CEQA because there is no reasonable possibility that the proposed action will result in any significant environmental impact.

CAMPAIGN DISCLOSURE

This item is exempt from campaign disclosure requirements.

ALTERNATIVES TO STAFF RECOMMENDATION

Alternative 1: The Council can modify the proposed regular meeting schedule for fiscal year 2024-25.

Alternative 2: The Council may consider any other alternative not proposed by staff.

ADMINISTRATIVE ACTION

Submitted by:

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Prepared by:

Michael J. Garcia, City Attorney

Approved by:

Roubik R. Golanian, P.E., City Manager

EXHIBITS/ATTACHMENTS
