



CITY OF CORONADO

CITY COUNCIL STAFF REPORT

November 21, 2023

{{section.number}}c

APPROVAL OF THE 2024 CITY COUNCIL MEETING SCHEDULE

RECOMMENDATION:

Request the City Council approve scheduling the Regular City Council Meetings for calendar year 2024.

BACKGROUND:

City Council Meetings are held pursuant to Coronado Municipal Code section 2.02.040 Regular Meetings:

- A. *Regular meetings of the City Council shall be held on the first and third Tuesdays of each month.*
- B. *Regular meetings shall commence at 4:00 p.m.*
- C. *If a regular meeting falls on a holiday, the regular meeting shall be held on the next business day.*
- D. *Regular meetings shall be conducted in the City Council Chambers.*
- E. *Upon notice to the public and news media, the City Council may designate another location for a regular meeting within the City limits.*

Historically, the City Council has canceled one or two of its regularly scheduled Council Meetings in July and August due to summer and vacation plans.

The proposed cancellations for 2024 are January 2, July 2, and August 6.

ANALYSIS:

Staff proposes the City Council consider setting the schedule for the entire calendar year to allow the City Council and staff to conduct the City's business more efficiently and offer the community a better opportunity to plan for meetings. Special meetings may be called at any time if an urgent matter arises outside of the regularly scheduled dates. Of note, there may be a need to call a special meeting in January 2024 to adopt the Recognized Obligation Payment Schedule (ROPS) for Fiscal Year 2023-24 dependent on when data is received from the Department of Finance. The City Council approved the administrative budget and ROPS at the Regular Meeting of December 20 last year.

Holidays have been noted in the proposed schedule for reference.

FISCAL IMPACT:

None.

ALTERNATIVE:

The City Council could choose not to set the Regular Meeting schedule for 2024 and change meetings as needed.

CALIFORNIA ENVIRONMENTAL QUALITY ACT:

Not Applicable.

PUBLIC NOTICE:

No notice required.

ATTACHMENTS:

1. Proposed 2024 Regular Meeting Schedule for the City Council

Submitted By: City Clerk's Office / Kelsea Holian