



CITY COUNCIL AGENDA REPORT



DEPARTMENT: City Manager's Office

MEETING DATE: December 7, 2021

PREPARED BY: Alice D. Atkins, MMC, City Clerk

AGENDA LOCATION: CC-3

TITLE: Cancellation of the January 4, 2022, City Council Meeting

OBJECTIVE: To approve cancellation of the first meeting in January, as authorized by Chapter 2.12, Section 2.12.010 A. of the Monrovia Municipal Code

BACKGROUND: In 1994, the City Council directed Staff to conduct research and prepare an ordinance relating to an option to cancel regularly scheduled City Council Meetings. While at that time the Monrovia Municipal Code did not prohibit the cancellation of a regularly scheduled meeting, Ordinance No. 94-13 was adopted to clean up the Code and clearly allow for it.

The City Council has regularly cancelled the second meeting in August since 1995 and has cancelled meetings during the Holiday Season frequently.

ANALYSIS: In prior years, when a regular meeting has fallen on or near Christmas or New Year's Day, Staff has recommended, and the City Council concurred, that the meetings be cancelled. The weeks leading up to and between these two holidays are typically the slowest of the year.

In the event the City Council wishes to cancel the first meeting in January, i.e., January 4, 2022, action at this time gives the public proper notice. It also gives Staff the needed time to plan ahead in the advertising and scheduling of Public Hearings.

ENVIRONMENTAL IMPACT: There is no environmental impact associated with this action.

FISCAL IMPACT: There is no fiscal impact, other than savings in utility costs for the approximate three to four hour period of time added for a City Council meeting to the regular business day at City Hall.

OPTIONS: The following options are presented for consideration:

1. Cancel the City Council meeting of January 4, 2022; or
2. Make no changes in the scheduling of meetings in January 2022.

RECOMMENDATION: Staff recommends cancellation of the first Regular City Council Meeting in January 2022.

COUNCIL ACTION REQUIRED: If the City Council concurs, the appropriate action would be a motion to cancel the Regular City Council Meeting of January 4, 2022.

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