



CITY COUNCIL AGENDA REPORT



DEPARTMENT: City Manager's Office

MEETING DATE: April 19, 2021

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

AGENDA LOCATION: CC-9

TITLE: Cancellation of the June 7, 2022, City Council Meeting

OBJECTIVE: To approve cancellation of the Regular Meeting which coincides with the General Municipal Election to be held on June 7, 2022, as authorized by Chapter 2.12, Section 2.12.010 A of the Monrovia Municipal Code and pursuant to City Council Policy

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 cancelled the second meeting in August since 1995, and has also cancelled meetings which fall on or near major holidays, such as Christmas, New Year, and Fourth of July. In addition, at their meeting on March 17, 2020, the City Council established a policy to cancel City Council meetings which coincide with any General Municipal Election.

ANALYSIS: The upcoming General Municipal Election, which is consolidated with the statewide primary election, is scheduled for June 7, 2022. This date conflicts with the Regular City Council Meeting to be held on the first Tuesday in June.

Cancellation of the Regular City Council Meeting on June 7, 2022, affords the opportunity for members of the City Council, candidates, staff, and the community to fully participate at the height of local election and campaign activities and voting that occur on Election Day. It is not an uncommon practice in other cities to cancel one or more meetings a year with proper notice to the public.

In the event the City Council cancels the June 7, 2022, Regular Meeting, 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 June 7, 2022; or
2. Make no changes in the scheduling of meetings in June 2022.

CC-9

RECOMMENDATION: Staff recommends cancellation of the first Regular City Council Meeting in June 2022, which coincides with the General Municipal Election.

COUNCIL ACTION REQUIRED: If the City Council concurs, the appropriate action would be a motion to cancel the Regular City Council Meeting of June 7, 2022.