



CITY COUNCIL AGENDA REPORT



DEPARTMENT: City Manager's Office

MEETING DATE: June 6, 2023

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

AGENDA LOCATION: CC-3

TITLE: Cancellation of the August 15, 2023, Regular City Council Meeting

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

BACKGROUND: In 1994, City Council adopted Ordinance No. 94-13, which allows for the cancellation of regularly scheduled City Council meetings upon approval of Council. 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.

By providing sufficient advance notice to the public, the City can choose to avoid holding meetings on dates that coincide with holidays, municipal elections, or other conflicts. The City Council has cancelled the second meeting in August since 1995.

ANALYSIS: Given the summer recess, August is normally a slow month and the cancellation of the second City Council meeting in August affords additional time for planning and review. 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 wishes to cancel the second meeting in August, i.e., August 15, 2023, 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 associated with this action.

OPTIONS: The following options are presented for consideration:

1. Cancel the City Council meeting of August 15, 2023
2. Make no changes in the scheduling of meetings in August 2023.

RECOMMENDATION: Staff recommends cancellation of the second regular City Council meeting in August 2023.

COUNCIL ACTION REQUIRED: If the City Council concurs, the appropriate action would be a motion to cancel the regular City Council meeting of August 15, 2023.

CC-3