



DATE: January 9, 2023

TO: Honorable Mayor and Members of the City Council through City Manager

FROM: Kendall Sawyer, MPA, CMC, City Clerk

SUBJECT: Resolution Setting the City Council Regular Meeting Schedule for Calendar Year 2023 and Finding This Item is Not a "Project" Pursuant to CEQA Guidelines Section 15378(b)(2)

RECOMMENDATION

It is recommended that the City Council adopt the attached Resolution (Attachment 1) setting the City Council Regular Meeting schedule for calendar year 2023.

BACKGROUND

Section I.A. of the Petaluma City Council Rules, Policies, and Procedures provides:

The City Council shall at the first meeting in January adopt a City Council Meeting Schedule setting the date and time of regular meetings for the calendar year. Regardless of the adopted start time of the regular meeting, new agenda items will not be started after 10:30 PM without a majority vote of those Councilmembers present. Matters not acted upon by 11:00 PM will be continued to the next adjourned or regular meeting, unless a majority of Council members present at the meeting vote to continue the matter past 11:00 PM

In an effort to provide greater transparency, to provide Councilmembers ample time to commute to City Hall, and to increase public participation, Council has most recently adopted a meeting start time of 6:30 p.m. for regular sessions.

DISCUSSION

City Council typically holds meetings on the first and third Monday of each month; however the following regular meeting dates fall upon designated holidays and therefore should be moved to the next succeeding Monday not a holiday: January 2, January 16, February 20, and September 4.

Furthermore, it is suggested the regular meeting of July 3, 2023 be moved to the next succeeding

Monday due to the July 4th holiday. While the City is open for business on July 3, 2023, members of the public may be traveling for the holiday. Moving the meeting to the succeeding Monday would provide for greater transparency and public participation.

Lastly, it is suggested no meeting be scheduled on August 21 to allow for a summer break, in accordance with past practices.

PUBLIC OUTREACH

This agenda item appeared on the City's tentative agenda document on December 19, 2022 which was a publicly-noticed meeting.

ENVIRONMENTAL REVIEW

The proposed action is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378(b)(2), in that adopting the regular meeting schedule does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, and because this action that constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment.

FINANCIAL IMPACTS

None by this action.

ALTERNATIVES

Council could set alternative date(s) or time(s) for the City Council Regular Meeting Schedule for calendar year 2023.

ATTACHMENTS

1. Draft Resolution