Office of the City Manager

CONSENT CALENDAR
September 10, 2013

To: Honorable Mayor and Members of the City Council

From: Christine Daniel, City Manager

Submitted by: Mark Numainville, City Clerk

Subject: Establish 2014 City Council Meeting Schedule

RECOMMENDATION
Adopt a Resolution establishing the City Council regular meeting schedule for 2014, with starting times of 7:00 p.m.

FISCAL IMPACTS OF RECOMMENDATION
None

BACKGROUND
Pursuant to the Open Government Ordinance, the Council must adopt an annual meeting schedule totaling 24 meetings. The schedule consists of either two or three meetings per month and provides for Spring, Summer and Winter recess periods. The proposed schedule for 2014 generally provides for City Council meetings every other week, with the exception of recess periods. Meetings have not been scheduled on City holidays, Election Day or days of religious observance.

Work sessions for topics to be determined by the City Manager are typically proposed for either 5:00 p.m. or 5:30 p.m. prior to a regularly scheduled Council meeting. These meetings are agendized as special meetings as needed.

The Mayor or a majority of the Council may call special meetings as needed. The Council may also amend the regular meeting schedule when necessary.

CONTACT PERSON
Mark Numainville, CMC, City Clerk, 981-6900

Attachments:
1: Resolution
Exhibit A: 2014 Council Calendar

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RESOLUTION NO. ##,###-N.S.

ADOPTING THE CITY COUNCIL 2014 REGULAR MEETING SCHEDULE

WHEREAS, Pursuant to the Open Government Ordinance, the Council must adopt an annual meeting schedule totaling 24 meetings; and

WHEREAS, the schedule generally consists of either two or three meetings per month and provides for Spring, Summer and Winter recess periods; and

WHEREAS, the proposed schedule (Exhibit A) provides for regular meetings to occur with starting times of 7:00 p.m. on specified Tuesdays of each month with exceptions provided for recess periods or when a meeting would fall on a City, religious or cultural holiday or Election Day; and

WHEREAS, the Council desires to establish as part of their schedule a Winter, Spring and Summer recess period for 2014; and

WHEREAS, the Mayor or a majority of the Council may call special meetings or revise the regular meeting schedule when necessary.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the Council adopts the 2014 regular meeting schedule on specified Tuesdays at 7:00 p.m. as indicated:

Winter Recess – December 18, 2013 – January 20, 2014
January 21 and January 28, 2014
February 11 and February 25, 2014
March 11 and March 25, 2014
April 1 and April 29, 2014
Spring Recess – April 2 – April 28, 2014
May 6 and May 20, 2014
June 3, June 10 and June 24, 2014
July 1 and July 15, 2014
Summer Recess – July 16, 2014 – September 8, 2014
September 9, September 16 and September 30, 2014
October 7, October 21 and October 28, 2014
November 18, 2014
December 9 and December 16, 2014
Winter Recess – December 17, 2014 – January 19, 2015

Exhibit A: 2014 Council Calendar

Exhibit A

City Clerk Department 2014 Council Calendar

(Subject to change. For the latest information, please contact the City Clerk Department, 981-6900.)

Date	Work Session	Council
January		
Winter Recess (December 18, 2013 – January 20, 2014)		
Jan 21		7:00 p.m.
Jan 28		7:00 p.m.
February		
Feb 11		7:00 p.m.
Feb 25		7:00 p.m.
March		
Mar 11		7:00 p.m.
Mar 25		7:00 p.m.
April		
April 1		7:00 p.m.
Spring Recess (April 2 – April 28, 2014)		
April 29		7:00 p.m.
May		
May 6		7:00 p.m.
May 20		7:00 p.m.
June		
June 3		7:00 p.m.
June 10		7:00 p.m.
June 24		7:00 p.m.
July		
July 1		7:00 p.m.
July 15		7:00 p.m.
Summer Recess (July 16 – September 8, 2014)		
September		
Sept 9		7:00 p.m.
Sept 16		
Sept 30		7:00 p.m.
October		
Oct 7		7:00 p.m.
Oct 21		7:00 p.m.
Oct 28		7:00 p.m.
November		
Nov 18		7:00 p.m.
December		
Dec 9		7:00 p.m.
Dec 16		7:00 p.m.
Winter Recess (December 17, 2014 – January 19, 2015)		

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2014 Holidays and Observances

New Year's Day #	Jan 1 (Wed)	Memorial Day #	May 26 (Mon)	Indigenous People's Day #	Oct 13 (Mon)
MLK Day #	Jan 20 (Mon) Obs	Ramadan	Jun 29 (Sun)*	Diwali (New Year)	Oct 23 (Thu)
Lincoln's Birthday #	Feb 10 (Mon) Obs	Independence Day #	Jul 4 (Fri)	Muharram (New Year)	Oct 25 (Sat)*
Presidents' Day #	Feb 17 (Mon) Obs	Eid al Fitr	Jul 29 (Tue)*	Veterans' Day #	Nov 11 (Tue)
Cesar Chavez Day	Mar 31 (Mon)	Labor Day #	Sep 1 (Mon)	Thanksgiving #	Nov 27/28 (Thu-Fri)
Passover	Apr 15 (Tue)	Rosh Hashanah	Sep 25 (Thu)	Hanukkah	Dec 17 (Wed)
Easter	Apr 20 (Sun)	Yom Kippur	Oct 4 (Sat)	Christmas Day #	Dec 25 (Thu)
Malcolm X Day #	May 19 (Mon)	Eid al Adha	Oct 5 (Sun)*	Kwanzaa	Dec 26 (Fri)

*These dates are approximate. # City holidays

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January

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

July

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Council Meeting **City Holiday** **VTO**