

**CITY OF GOODYEAR
COUNCIL ACTION REPORT (CAR)**

SUBJECT: Approving the 2018 Council Meeting Calendar	STAFF PRESENTER: Darcie McCracken, City Clerk
	CASE NUMBER: None
	OTHER PRESENTER: None

PROPOSED ACTION:

Reschedule the regular Council meeting normally scheduled on March 12, 2018 to March 5, 2018; the regular Council meeting normally scheduled on May 28, 2018 to May 21, 2018; the regular Council meeting normally scheduled on July 23, 2018 to July 2, 2018; the regular Council meeting normally scheduled on August 13, 2018 to August 20, 2018; the regular Council meeting normally scheduled on October 8, 2018 to October 1, 2018; the regular Council meeting normally scheduled on November 12, 2018 to November 5, 2018; the regular Council meeting normally scheduled on November 26, 2018 to November 19, 2018; the regular Council meeting normally scheduled on December 24, 2018 to December 17, 2018; and approve the 2018 Council Meeting Calendar.

BACKGROUND AND PREVIOUS ACTIONS:

Each year the City Clerk prepares a list of Council meetings for the entire year and establishes a calendar for staff, which determines when materials need to be ready for preparation of the Council agenda and packet. We are continuing the practice of streamlining the process, including adjusted meeting dates, so the Council does not have to approve individual meeting date changes. Adoption of this calendar provides a planning tool for staff and Council.

STAFF ANALYSIS:

Ordinance No. 03-860 authorizes Council to cancel or change a meeting date when necessary. If approved, this calendar will serve as the notice of changes to meeting dates as required by the ordinance. These changes reflect rescheduled meetings due to holidays and conflicts, such as the National League of Cities conferences, which fall on or around regular Council meeting dates.

State law, the City Charter and the City Code govern Council meetings. The City Charter requires Council to have no less than two regular meetings per month. The City Code requires regular meetings be held on the second and fourth Monday of the month. To accommodate all of the applicable requirements, and to streamline the process for the Council, staff has identified regular meetings that need to be rescheduled.

As required by State law, the proposed Council meeting calendar includes work sessions. Neither the City Charter nor the City Code imposes any requirements for holding, canceling, adding or rescheduling work sessions, but the Council's *Rules of Procedure*, 4.4 WORK SESSIONS, states: "Members of the City Council may convene on the first or third Monday of each month, and/or

may meet in Work Sessions at such time, date, and location as determined by the Mayor.” The work sessions reflected in the proposed Council meeting calendar are consistent with the *Rules of Procedure*. Work sessions which fall on holidays are not required to be rescheduled, but have tentatively been moved to alternate Mondays for planning purposes.

FISCAL ANALYSIS:

No fiscal impact will result from approving the 2018 Council Meeting Calendar.

RECOMMENDATION:

Staff is recommending that Council approve the calendar of meeting dates so that it will not have to vote on a separate motion each time a meeting date changes. It will not completely eliminate unexpected changes required by unforeseen conflicts, but the intent is to account for as many changes as possible with this action.

ATTACHMENTS:

2018 Council Meeting Calendar