

**Meeting Date:** 12/17/2013

**Report Type:** Consent

**Report ID:** 2013-00926

**Title: (City Council/Financing Authority/Housing Authority) Administrative Matter: Revised 2014 Meeting Schedules for City Council, Financing Authority, and Housing Authority**

**Location:** Citywide

**Issue:** Adopting an annual meeting schedule is consistent with the Sacramento City Charter, the City Council Rules of Procedure, and the requirements of the Financing Authority legal counsel.

**Recommendation:** Pass 1) a City Council Resolution approving the revised 2014 meeting schedules and designating four weeks in which meetings will not be held and repealing City Council Resolution 2013-0346; 2) a Financing Authority Resolution approving the revised 2014 meeting schedules and designating four weeks in which meetings will not be held and repealing Financing Authority Resolution 2013-0002; and 3) a Housing Authority Resolution approving the revised 2014 meeting schedules and designating four weeks in which meetings will not be held and repealing Housing Authority Resolution 2013-0016.

**Contact:** Shirley Concolino, City Clerk, (916) 808-5442, Office of the City Clerk

**Presenter:** None

**Department:** City Clerk

**Division:** City Clerk

**Dept ID:**

**Attachments:**

1-Description/Analysis

2-2014 Meeting Calendar Council Resolution

3-2014 Meeting Calendar Financing Authority Resolution

4-2014 Meeting Calendar Housing Authority Resolution

5-Exhibit A (2014 Meeting Calendar)

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**City Attorney Review**

Approved as to Form

Sandra Talbott

12/11/2013 11:13:56 AM

**Approvals/Acknowledgements**

Department Director or Designee: Shirley Concolino - 12/10/2013 11:49:20 AM

## Description/Analysis

**Issue Detail:** Each year a resolution approving the meeting schedule for the City Council, Financing Authority, Housing Authority, and Redevelopment Agency Successor Agency is adopted. The schedule identifies the four weeks that regular meetings are not held and any alternate meeting dates such as meetings held on Thursday instead of Tuesday. The 2014 Meeting Calendar was approved on October 29, 2013 (City Council Resolution 2013-0346, Financing Authority Resolution 2013-0002, and Housing Authority Resolution 2013-0016), however, the June 3, 2014 Election Day was inadvertently left off so a revised 2014 Meeting Calendar is being submitted for approval.

**Policy Considerations:** Approving an annual meeting schedule of legislative bodies, is consistent with the City Charter, the Council Rules of Procedure, the Brown Act, and the requirements of the Financing Authority legal counsel.

**Economic Impacts:** None

**Environmental Considerations:** None

**Sustainability:** None

**Commission/Committee Action:** The Financing Authority, Housing Authority, and Redevelopment Agency Successor Agency are passing separate resolutions for their respective 2014 meeting schedules and are included as attachments to this report.

**Rationale for Recommendation:** Meetings are generally held each Tuesday of the month, with Council, Financing Authority, Housing Authority, and Redevelopment Agency Successor Agency sitting concurrently as noted on the agenda and minutes. If there is a conflict with the Tuesday meeting, the meetings is typically rescheduled to Thursday. Four weeks are designated as recesses when the legislative bodies need not meet per the Sacramento City Charter, § 31 Meetings.

**Thursday Meetings**

Thursday, April 17, 2014	April 15 is Passover
Thursday, May 8, 2014	May 2-7 is Cap to Cap
Thursday, June 5, 2014	June 3 is an Election Day
Thursday, August 7, 2014	August 5 is National Night Out
Thursday, November 6, 2014	November 4 is an Election Day
Thursday, November 13, 2014	November 11 is Veteran's Day

**Council Recesses**

Summer Recess	June 29, 2014 through July 12, 2014
Winter Recess	December 21, 2014 through January 3, 2015

**Financial Considerations:** None

**Local Business Enterprise (LBE) Program:** None

## **RESOLUTION NO. 2013-**

Adopted by the Sacramento City Council

### **APPROVING THE 2014 MEETING SCHEDULE FOR CITY COUNCIL**

#### **BACKGROUND**

- A. Government Code section 54954(a) of the Brown Act requires that legislative bodies, except for advisory bodies and standing committees, provide the time and place for regular meetings by ordinance, resolution, bylaws, or by whatever other rule is required for the conduct of business by that body.
- B. Sacramento City Charter section 31 requires the City Council to hold regular meetings at such times and places as may be fixed by resolution, except that the City Council shall meet after 5:00 pm not less than one evening each week.
- C. Sacramento City Charter section 31 also allows for the designation of four weeks a year when regular City Council meetings need not be held.
- D. Resolution 2013-0346 approving the 2014 Meeting Schedule for City Council was adopted on October 29, 2013. However, the June 3, 2014 Election Day was inadvertently left off the 2014 Meeting Calendar.

#### **BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:**

Section 1. City Council Resolution 2013-0346 is repealed.

Section 2. The City Council meeting schedule as shown in Exhibit A of this resolution is approved.

#### **Table of Contents:**

Exhibit A-2014 City Council Meeting Calendar

## **RESOLUTION NO. 2013-**

Adopted by the Sacramento City Financing Authority

### **ESTABLISHING THE DATE, HOUR AND PLACE OF THE HOLDING OF REGULAR MEETINGS OF THE GOVERNING BOARD OF THE SACRAMENTO CITY FINANCING AUTHORITY**

#### **BACKGROUND**

- A. The Sacramento City Financing Authority (the "Authority") is a joint exercise of powers authority duly organized and existing under and by virtue of the Joint Exercise of Powers Act, comprising Articles 1, 2, 3 and 4 of Chapter 5 of Division 7 of Title 1 (commencing with Section 6500) of the Government Code of the State of California (the "Act") and a Joint Exercise of Powers Agreement, dated as of October 1, 1989, as amended and supplemented (the "Agreement"), by and between the City of Sacramento (the "City") and the City's former redevelopment agency.
- B. As set forth in the Agreement, the Authority is administered by a governing board (the "Board") consisting of the members of the City Council of the City *ex officio*.
- C. The Agreement provides that the Board shall hold at least one regular meeting each year, and, by resolution, may provide for the holding of regular meetings at more frequent intervals.
- D. The Agreement requires the Board to fix, by resolution, the date upon which, and the hour and place at which, each regular meeting of the Board shall be held.
- E. The Board has determined to fix the date upon which, and the hour and place at which, regular meetings of the Board shall be held as set forth below.
- F. The 2014 Meeting Calendar establishing the Date, Hours and Place of the Holding of Regular Meetings of the Governing Board of the Sacramento City Financing Authority was adopted on October 29, 2013 by Resolution 2013-

0002. However, the June 3, 2014 Election Day was inadvertently left off the 2014 Meeting Calendar.

**BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE SACRAMENTO CITY FINANCING AUTHORITY RESOLVES AS FOLLOWS:**

- Section 1. Financing Authority Resolution 2013-0002 is repealed.
- Section 2. The Authority hereby finds and determines that the statements in paragraphs A through E of the Background are true.
- Section 3. The Board hereby fixes the date upon which, and the hour and place at which, regular meetings of the Board shall be held as follows: regular meetings of the Board shall be held on each date and at the same hour and place as regular meetings of the City Council of the City; provided, that, with respect to any such regular meeting, if the Secretary of the Authority has not received a request from an officer of the Authority for any item of business to be considered and therefore no agenda is posted for such regular meeting, as required by Section 54954.2 of the California Government Code, then such regular meeting shall be deemed cancelled.
- Section 4. All actions heretofore taken by any member of the Board or by any officer of the Authority and other appropriate officers and agents of the Authority with respect to the matters herein set forth are hereby ratified, confirmed and approved.

**Table of Contents:**

Exhibit A-2014 Financing Authority Meeting Calendar

## **RESOLUTION NO. 2013-**

Adopted by the Housing Authority of the City of Sacramento

### **APPROVING THE 2014 MEETING SCHEDULE FOR THE SACRAMENTO HOUSING AUTHORITY**

#### **BACKGROUND**

- A. Government Code section 54954(a) of the Brown Act requires that legislative bodies, except for advisory bodies and standing committees, provide the time and place for regular meetings by ordinance, resolution, bylaws, or by whatever other rule is required for the conduct of business by that body.
- B. The Housing Authority of the City of Sacramento meets concurrently with the City Council.
- C. Sacramento City Charter section 31 requires the City Council to hold regular meetings at such times and places as may be fixed by resolution, except that the City Council shall meet after 5:00 pm not less than one evening each week.
- D. Sacramento City Charter section 31 also allows for the designation of four weeks a year when regular City Council meetings need not be held.
- E. Resolution 2013-0016 approving the 2014 Meeting Schedule for the Sacramento Housing Authority was adopted on October 29, 2013 by Resolution 2013-0016. However, the June 3, 2014 Election Day was inadvertently left off the 2014 Meeting Calendar.

#### **BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE HOUSING AUTHORITY OF THE CITY OF SACRAMENTO RESOLVES AS FOLLOWS:**

Section 1. Housing Authority Resolution 2013-0016 is repealed

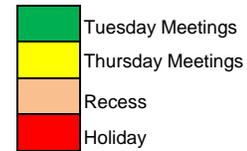
Section 2. The Housing Authority meeting schedule as shown in Exhibit A of this resolution is approved.

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Exhibit A-2014 Housing Authority Meeting Calendar

# MEETING CALENDAR

# City of SACRAMENTO 2014



**JANUARY 2014**

Sun	Mon	Tue	Wed	Thur	Fri	Sat
			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 2014**

Sun	Mon	Tue	Wed	Thur	Fri	Sat
						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 2014**

Sun	Mon	Tue	Wed	Thur	Fri	Sat
						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 2014**

Sun	Mon	Tue	Wed	Thur	Fri	Sat
		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 2014**

Sun	Mon	Tue	Wed	Thur	Fri	Sat
					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 2014**

Sun	Mon	Tue	Wed	Thur	Fri	Sat
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 2014**

Sun	Mon	Tue	Wed	Thur	Fri	Sat
		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 2014**

Sun	Mon	Tue	Wed	Thur	Fri	Sat
					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 2014**

Sun	Mon	Tue	Wed	Thur	Fri	Sat
		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 2014**

Sun	Mon	Tue	Wed	Thur	Fri	Sat
			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 2014**

Sun	Mon	Tue	Wed	Thur	Fri	Sat
					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 2014**

Sun	Mon	Tue	Wed	Thur	Fri	Sat
		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		

**Reasons for Thursday Meetings:**  
 \*April 15: Passover  
 \*May 2-7: Cap to Cap  
 \*June 3: Election Day  
 \*August 5: National Night Out  
 \*November 4: Election Day  
 \*November 11: Veteran's Day

Financing Authority - Concurrent with Council  
 Housing Authority - Concurrent with Council  
 Law and Legislation Committee - 1st and 3rd Tuesdays  
 Personnel and Public Employees Committee - 1st and 3rd Tuesday  
 Audit Committee - twice annually and otherwise as needed