



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 23-1459

Meeting Date: 12/5/2023

TITLE:

REQUEST TO CANCEL THE REGULAR CITY COUNCIL MEETING OF JANUARY 2, 2024

DEPARTMENT: CITY MANAGER'S OFFICE /CITY CLERK DIVISION

PRESENTED BY: BRENDA GREEN, CITY CLERK

CONTACT INFORMATION: BRENDA GREEN, CITY CLERK, 714-754-5221

RECOMMENDATION:

Staff recommends the City Council cancel the regular meeting of Tuesday, January 2, 2024.

BACKGROUND:

The City conducts regularly scheduled City Council meetings on the first and third Tuesdays of the month. However, the January 2, 2024 regular meeting follows the holidays and the closure of City Hall from Friday, December 22, 2023 through Monday, January 1, 2024. It is recommended that the January 2, 2024, regular City Council meeting be canceled due to this timing. The regular Council meeting of January 16, 2024 will still be held.

ANALYSIS:

The City Council has the legal authority to establish meeting dates and times and to cancel or reschedule such meetings. Canceling the January 2, 2024 meeting in advance allows time for proper public noticing.

ALTERNATIVES:

City Council may choose to hold the meeting on January 2, 2024; however, this action is not recommended as staff would be required to work during the holiday closure.

FISCAL REVIEW:

No fiscal impact.

LEGAL REVIEW:

The City Attorney's Office has reviewed the report and approved as to form.

CITY COUNCIL GOALS AND PRIORITIES:

This item is administrative in nature.

CONCLUSION:

Staff recommends the City Council cancel the regular meeting of Tuesday, January 2, 2024.