



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 23-1385

Meeting Date: 10/17/2023

TITLE:

REQUEST TO CANCEL THE REGULAR MEETING OF TUESDAY, NOVEMBER 21, 2023 DUE TO THANKSGIVING RECESS CALENDARS

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, November 21, 2023 due to Thanksgiving Holiday and academic recess calendars.

BACKGROUND:

The City conducts regularly scheduled City Council meetings on the first and third Tuesdays of the month. However, the third Tuesday of the month this year, which is November 21, 2023, takes place the same week as the Thanksgiving Holiday and academic recess schedules for K-12 and post-secondary schools.

ANALYSIS:

The City Council has the legal authority to establish meeting dates and times and to cancel or reschedule such meetings with proper public notice. Canceling the November 21, 2023 meeting in advance allows staff enough time to place items on the November 7th or December 5th City Council meeting agendas.

ALTERNATIVES:

City Council may choose to hold the meeting on November 21st; however this action is not recommended as many residents may not be able to attend due to preparations and family responsibilities related to the Thanksgiving Holiday.

FISCAL REVIEW:

Not Applicable.

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 meetings of Tuesday, November 21, 2023.