



# City of Santa Clara

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## Agenda Report

21-1062

Agenda Date: 8/24/2021

### REPORT TO COUNCIL

#### SUBJECT

Action on a Resolution Revising the Council and Authorities/Stadium Authority Regular Meeting Dates for the 2021 Calendar Year

#### COUNCIL PILLAR

Enhance Community Engagement and Transparency

#### BACKGROUND

On September 29, 2020 the Council set the Council and Authorities/Stadium Authority regular meeting dates for the 2021 calendar year. Pursuant to Charter Sec. 707, the City Council shall hold regular meetings at least twice each month.

#### DISCUSSION

It is recommended that the Council adopt a resolution revising the Council and Authorities/Stadium Authority regular meeting dates for the 2021 calendar year to reflect the following changes to the months of September and October:

1. Cancelation of the September 14, 2021 Council and Authorities regular meeting and September 21, 2021 Stadium Authority Meeting and set September 7, 2021 as a Joint Council and Authorities and Stadium Authority regular meeting. If a Special Council meeting is needed both September 14 and 21 would be available to allow for no further delay.
2. Cancelation of the October 5, 2021 Council and Authorities regular meeting and set October 19, 2021 as a Joint Council and Authorities and Stadium Authority regular meeting. If a Special Council meeting is needed October 5 would be available to allow for no further delay.

Based on two vacancies and a pending resignation in the City Clerk's Office, staff is revising the council calendar dates to meet the Charter requirement of 2 meetings per month by combining the Council and Authorities and Stadium Authority meetings as there is a lack in staff capacity and resources. Further, similar review is underway for the first part of 2022, in the event that vacancies persist and to allow for new staff the required onboarding time.

The proposed Resolution and the Revised Council and Authorities/Stadium Authority 2021 Meetings calendar is attached.

#### ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

**FISCAL IMPACT**

There is no fiscal impact other than administrative time and expense to cancel and set the meetings.

**COORDINATION**

This report has been coordinated with the City Attorney's Office.

**PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <mailto:clerk@santaclaraca.gov> .

**RECOMMENDATION**

Adopt a Resolution revising the Council and Authorities/Stadium Authority regular meeting dates for the 2021 calendar year to reflect the following changes to the months of September and October:

1. Cancelation of the September 14, 2021 Council and Authorities regular meeting and September 21, 2021 Stadium Authority Meeting and set September 7, 2021 as a Joint Council and Authorities and Stadium Authority regular meeting and set
2. Cancelation of the October 5, 2021 Council and Authorities regular meeting and set September 19, 2021 as a Joint Council and Authorities and Stadium Authority regular meeting.

Reviewed by: Nora Pimentel, Assistant City Clerk

Approved by: Deanna J. Santana, City Manager

**ATTACHMENTS**

1. Resolution
2. Revised Council and Authorities/Stadium Authority 2021 Meetings Calendar