



Report to City Council

TO: Mayor and City Council

FROM: Brian Mohan, City Manager
Patty Rodriguez, CMC, Manager of the Office of
Mayor and City Council/City Clerk
Steve Quintanilla, City Attorney

AGENDA DATE: May 20, 2025

TITLE: APPROVE AND ADOPT A POLICY ESTABLISHING
THE SUMMER MEETING SCHEDULE (REPORT OF:
CITY MANAGER) (ALL DISTRICTS)

TITLE SUMMARY: Establish a Policy for the Summer Meeting Schedule

DISTRICT: All Districts

Recommendation(s)

That the City Council:

1. Approve and adopt Administrative Policy 1.15, Summer Meeting Schedule, to establish guidelines regarding the summer meeting schedule for Council meetings, including Council Subcommittee meetings.

SUMMARY

Approve and adopt Administrative Policy 1.15, Summer Meeting Schedule, to establish guidelines regarding the summer meeting schedule for Council meetings, including Council Subcommittee meetings.

DISCUSSION

Approve and adopt Administrative Policy 1.15, Summer Meeting Schedule, to establish guidelines regarding the summer meeting schedule for Council meetings, including

Council Subcommittee meetings.

ALTERNATIVES

1. Approve Administrative Policy 1.15 to establish guidelines regarding the summer meeting schedule for Council meetings, including Council Subcommittee meetings. Staff recommends this alternative.
2. Do not approve the recommended Administrative Policy and do not establish guidelines regarding the summer meeting schedule for Council meetings, including Council Subcommittee meetings. Staff does not recommend this alternative.

FISCAL IMPACT

No fiscal impact with this action.

NOTIFICATION

Publication of the Agenda.

PREPARATION OF STAFF REPORT

Prepared By:
Brian Mohan
City Manager

Concurred By:
Patty Rodriguez, CMC, Manager of the Office of
Mayor and City Council/City Clerk

Department Head Approval:
Brian Mohan
City Manager

Concurred By:
Steve Quintanilla
City Attorney

CITY COUNCIL GOALS

CITY COUNCIL STRATEGIC PRIORITIES

1. Economic Development
2. Public Safety
3. Library
4. Infrastructure
5. Beautification, Community Engagement, and Quality of Life
6. Youth Programs

Report Approval Details

Document Title:	STAFFREPORT_CM_COUNCIL_SUMMER_RECESS.docx
Attachments:	- 1.15 Summer Meeting Schedule - Final to Council 05.20.25.docx
Final Approval Date:	May 12, 2025

This report and all of its attachments were approved and signed as outlined below:

Patty Rodriguez

Natalia Lopez

Dena Heald

Launa Jimenez

Patty Rodriguez