



CITY COMMISSION STAFF REPORT

DEPARTMENT: Administration

SUBJECT: Discussion and possible action on consideration of a Summer Schedule – **City Manager**

CITY MANAGER RECOMMENDATION:

City Manager Napoli is requesting a discussion and possible action on consideration to amend the Commission's Meeting Summer Schedule.

BACKGROUND OF ITEM:

Resolution No. 19-9-5 amended the Administration Procedures, Section 1.11 "Summer Schedule" currently states the City Commission shall conduct two (2) regular meetings per month during the months of June, July and August. One (1) of the two (2) regular meetings during the month of July shall be for the specific purpose of discussing the budget for the upcoming fiscal year. The meeting shall be held on the third Tuesday of the summer months. In the event of a conflict which would cause a member of the Commission to be absent from a summer meeting, the Commission can adjust the meeting date, provided that the actual meeting date is announced publicly at the Commission meeting immediately prior thereto.

ANALYSIS:

Consideration of reducing regular meetings during select summer months. This will enable the staff to maintain the regular workload as well as to better focus and prepare for the additional meetings and requirements for the budget.

ATTACHMENTS:

1. Resolution 19-9-5
2. Resolution 19-4-7