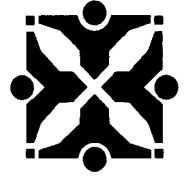


City of Columbia

701 East Broadway, Columbia, Missouri 65201



Agenda Item Number: REP 79-14

Department Source: City Manager

To: City Council

From: City Manager & Staff

Council Meeting Date: August 18, 2014

Re: Report: Summer/Holiday Council Schedule

Documents Included With This Agenda Item

Council memo

Supporting documentation includes: None

Executive Summary

Many other cities' governing boards have summer and holiday meeting schedules to accommodate members' travel, vacation, and family plans. Staff has prepared options for Council consideration: meet once a month for summer months, only meet for the first meeting in July and the second meeting in August. In addition to a summer break many cities also take a break during the winter holidays.

Discussion

Councilwoman Hoppe requested staff to research if and how other cities provide opportunities for council members to take time off without missing meetings. Many cities provide summer schedules with reduced meeting frequency, summer breaks, and holiday breaks. These breaks help avoid quorum issues by providing board members with an opportunity to take vacations, see family, travel to conferences, and celebrate holidays without conflicting with public meetings.

Section 14 of the City Charter states that Council may meet as frequently as it wishes, but must meet at least once per month. This leaves several options, should council wish to incorporate a break into its annual meeting schedule.

Option 1: Meet once a month during summer months (June, July, and August).

Option 2: Meet during the first meeting in July and second meeting in August. This leaves a substantial break between meetings.

In addition to the above options: meet only for the first meeting in December.

Staff has found numerous other cities that use all or a combination of the above options.

Fiscal Impact

Short-Term Impact: None

Long-Term Impact: None

City of Columbia

701 East Broadway, Columbia, Missouri 65201



Vision, Strategic & Comprehensive Plan Impact

Vision Impact: Not Applicable

Strategic Plan Impact: Not Applicable

Comprehensive Plan Impact: Not Applicable

Suggested Council Action

Informational

Legislative History

None



Department Approved



City Manager Approved