



CITY OF PALO ALTO OFFICE OF THE CITY CLERK

April 18, 2016

The Honorable City Council
Palo Alto, California

Adoption of a Resolution Scheduling the City Council Winter Closure for 2016 and Setting the Annual Council Reorganization Meeting on Tuesday, January 3, 2017

RECOMMENDATION

Adopt the Resolution scheduling the City Council 2016 Winter Break from December 19, 2016 to January 2, 2017. Set January 3, 2017 as the date for the annual Council Reorganization meeting.

BACKGROUND

On Saturday, January 30, 2016 the City Council set its Summer Break from July 2 through August 12, 2016. At that time, Council did not schedule a winter break.

In 2015 Council took winter break from Monday, December 21 through January 4, 2016. This year Christmas and New Year's Day are each on Sundays, making the next day the official holidays. Palo Alto Unified School District is taking winter break from Monday, December 19 through January 2, 2017.

The results of the November election must be certified by the Registrar of Voters no later than December 8, 2016. Typically, this occurs by the end of November. If the City receives the results as late as December 8th, the above schedule will allow Council to certify the election results at the meeting on December 12, 2016.

Staff proposes holding the annual reorganization meeting (swearing in of new Council Members; election of Mayor and Vice-Mayor; and honoring outgoing officers and any Council Members leaving office) at a Special Meeting on Tuesday, January 3, 2017. If a Special Meeting is not scheduled, the first 2017 regular Council meeting will occur on Monday, January 9. Staff proposes January 3rd in response to concerns stated over the past few years about ensuring new Council Members are sworn and seated promptly, and regular Council business begins as soon thereafter as possible.

ATTACHMENTS:

- 0140155 RESO Re Council Winter Vacation (PDF)

Department Head: Beth Minor, City Clerk

NOT YET APPROVED

Resolution No. _____
Resolution of the Council of the City of Palo Alto Scheduling the City
Council Winter Break for Calendar Year 2016

R E C I T A L S

A. Under Section 2.04.010 of the Municipal Code, the City Council must schedule its annual vacation for each calendar year no later than the third meeting in February.

B. On Saturday, January 30, 2016 the City Council set its Summer Break from July 2 through August 12, 2016. At that time the Council did not set its winter break.

C. In 2015 Council took winter break from Monday, December 21 through January 4, 2016. This year Christmas and New Year’s Day are each on Sundays, making the next day official holidays. Palo Alto Unified School District is taking winter break from Monday, December 19 through January 2, 2017.

D. The results of the November election must be certified by the Registrar of Voters no later than December 8, 2016. Typically, this occurs by the end of November. If the City receives the results as late as December 8th, the above schedule would allow the Council to certify the election results at the meeting on December 12, 2016.

E. The City Council desires to set its annual winter break for 2016 from Monday, December 19, 2016 through January 2, 2017.

NOW, THEREFORE, the Council of the City of Palo Alto RESOLVES as follows:

SECTION 1. The City Council sets its winter break for calendar year 2016 from December 19, 2016 through January 2, 2017.

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NOT YET APPROVED

SECTION 2. The Council finds that the adoption of this resolution does not meet the definition of a project under Public Resources Code Section 21065, thus, no environmental assessment under the California Environmental Quality Act is required.

INTRODUCED AND PASSED:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

ATTEST:

APPROVED:

City Clerk

Mayor

APPROVED AS TO FORM:

City Attorney

City Manager