

CITY OF YUBA CITY
STAFF REPORT

Date: November 15, 2022
To: Honorable Mayor & Members of the City Council;
From: Administration Department
Presentation By: Ciara Wakefield, City Clerk Administrator

Summary

Subject: 2023 City Council Meeting Calendar
Recommendation: Cancel the January 3, July 4, and August 1, 2023 Regular Council Meetings and provide for Special Workshops to be scheduled as needed
Fiscal Impact: No fiscal impact

Purpose:

To establish the City Council Meeting Calendar for 2023.

Background:

The Yuba City Municipal Code Section 2-1.01 sets the Regular meetings of the City Council to occur on the first and third Tuesday of each month at 6:00 p.m. (5:00 p.m. for any closed session items) in the Council Chambers. Special meetings or workshops may be called at any time by the Mayor or by a majority of the members of the Council.

In order to allow the City Council to determine their schedules in advance and to allow staff to prepare for meetings and workshops more efficiently, it is proposed that Council approve a Council Meeting Calendar for 2023. The proposed calendar is attached for your reference.

Analysis:

2023 provides few scheduling conflicts with City Council Meetings and holidays. The following Regular Council meetings are recommended to be canceled:

- **January 3, 2023**

City Hall offices are typically closed the last week in December for approved Holiday Closure, the time during which agenda preparation usually occurs. For this reason, the first meeting in January has been canceled.

- **July 4, 2023**

City Hall will be closed in observance of Independence Day.

- **August 1, 2023**

City Council has the option of participating in National Night Out events on the first Tuesday in August in place of the scheduled Council meeting. National Night Out is designed to heighten crime and drug prevention awareness and to provide an opportunity to promote and celebrate police-community partnerships in crime prevention efforts. This event is well received by the community.

Special Workshops

Special Workshops will be scheduled as needed. The following Special Meetings and Workshops are proposed for the 2023 meeting schedule:

- **May 23, 2023** – Budget Study Workshop

Discuss Fiscal Year 2023-2024 Budget Planning and Projections

Alternatives:

Regular meetings are set by the Municipal Code, however if needed, meetings can be canceled by the Council with sufficient notice, and special meetings can be scheduled as needed.

Fiscal Impact:

No fiscal impact

Recommendation:

Cancel the January 3, July 4, and August 1, 2023 Regular Council Meetings and provide for Special Workshops to be scheduled as needed.

Attachments:

1. 2023 Calendar at a Glance (DRAFT)

Prepared By:
Ciara Wakefield
City Clerk Administrator

Submitted By:
Diana Langley
City Manager

ATTACHMENT 1



	Council Meeting
	Budget Workshop
	National Night Out
	Holiday

2023 City Council Agenda Schedule **AT A GLANCE**

JANUARY						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FEBRUARY						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

MARCH						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

APRIL						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

MAY						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JUNE						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

JULY						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

AUGUST						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

SEPTEMBER						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

OCTOBER						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

NOVEMBER						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

DECEMBER						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						



January 2023

SUN	MON	TUE	WED	THU	FRI	SAT
1	2 HOLIDAY	3 <i>No Council Meeting</i>	4	5	6	7
8	9	10	11	12	13	14
15	16 HOLIDAY	17 COUNCIL MEETING	18	19	20	21
22	23	24	25	26	27	28
29	30	31				



February 2023

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7 COUNCIL MEETING	8	9	10	11
12	13	14 Valentine's Day	15	16	17	18
19	20 HOLIDAY	21 COUNCIL MEETING	22	23	24	25
26	27	28				



March 2023

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7 COUNCIL MEETING	8	9	10	11
12	13	14	15	16	17	18
19	20	21 COUNCIL MEETING	22	23	24	25
26	27	28	29	30	31	



April 2023

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4 COUNCIL MEETING	5	6	7	8
9 Easter	10	11	12	13	14	15
16	17	18 COUNCIL MEETING	19	20	21	22 Cap to Cap >>
23	24	25	26	27	28	29
<< Cap to Cap—Washington DC						
30						



May 2023

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2 COUNCIL MEETING	3	4	5	6
7	8	9	10	11	12	13
14 Mother's Day	15	16 COUNCIL MEETING	17	18	19	20
21	22	23 BUDGET WORKSHOP	24	25	26	27
28	29 HOLIDAY	30	31			



June 2023

SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6 COUNCIL MEETING	7	8	9	10
11	12	13	14	15	16	17
18 Father's Day	19	20 COUNCIL MEETING	21	22	23	24
25	26	27	28	29	30	



July 2023

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4 HOLIDAY No Council Meeting	5	6	7	8
9	10	11	12	13	14	15
16	17	18 COUNCIL MEETING	19	20	21	22
23	24	25	26	27	28	29
30	31					



August 2023

SUN	MON	TUE	WED	THU	FRI	SAT
		1 NATIONAL NIGHT OUT <small>No Council Meeting</small>	2	3	4	5
6	7	8	9	10	11	12
13	14	15 COUNCIL MEETING	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		



September 2023

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4 HOLIDAY	5 COUNCIL MEETING	6	7	8	9
10	11	12	13	14	15	16
17	18	19 COUNCIL MEETING	20	21	22	23
24	25	26	27	28	29	30

League of California Cities Conference - Sacramento



October 2023

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3 COUNCIL MEETING	4	5	6	7
8	9	10	11	12	13	14
15	16	17 COUNCIL MEETING	18	19	20	21
22	23	24	25	26	27	28
29	30	31 Halloween				



November 2023

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7 COUNCIL MEETING	8	9	10 HOLIDAY	11
12	13	14	15	16	17	18
19	20	21 COUNCIL MEETING	22	23 HOLIDAY	24 HOLIDAY	25
26	27	28	29	30		



December 2023

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5 COUNCIL MEETING	6	7	8	9
10	11	12	13	14	15	16
17	18	19 COUNCIL MEETING	20	21	22	23
24	25 HOLIDAY	26 HOLIDAY	27	28	29	30
31						