



2019 DEC -5 PM 1:37

CITY HALL • 1 FRANK H. OGAWA PLAZA • OAKLAND, CALIFORNIA 94612

REBECCA KAPLAN
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Date: December 3, 2019
To: Members of City Council and Members of the Public
From: Council President Kaplan
Re: Report And Recommendation For The City Council To Adopt The Proposed 2020
Schedule Of The City Council And Council Committee Meetings And An
Associated Agenda and Report Distribution Schedule

Dear Colleagues on the City Council and Members of the Public,

RECOMMENDATION

Council President Kaplan requests that the City Council adopt the proposed 2020 schedule of the City Council and Council Committee Meetings and an associated agenda and report distribution

EXECUTIVE SUMMARY

The 2020 Schedule of City Council and Council Committee Meetings establishes the anticipated meetings for the 2020 calendar year. In addition, the schedule provides the associated agenda and report distribution dates associated with each meeting. The City Council's regular meetings are held on the first and third Tuesday of each month. Changes to the regular meeting schedule are highlighted below under the Analysis section of this report.

HISTORY/BACKGROUND

The Brown Act requires each legislative body of a local agency provide, by ordinance, resolution, bylaws, or by whatever other rule is required for the conduct of business by that body, the time and place for holding regular meetings.

Under the City Council's Rules of Procedure as set forth in Resolution 87044 C.M.S., Rule 7 requires that City Council meetings are held on the first and third Tuesdays of every month. Fifth Tuesdays are utilized for Special Meetings and workshops. Rule 4 of the Council's Rules of Procedure requires that Council Standing Committees are held on the second and fourth Tuesdays of every month.

Additionally, Rule 20 requires that August 1 through August 31 is the City Council's Annual Recess. The proposed schedule is prepared for consideration and approval by the City Council and establishes the proposed meeting dates for conduct of business.

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ANALYSIS/POLICY ALTERNATIVES

Attachment A is the 2020 proposed schedule of the “2020 Oakland City Council And Council Committee Meeting, Report & Agenda Distribution.” The Spring recess, from March 30th to April 3rd, was aligned with the OUSD school calendar to accommodate employees with children in the school district. The Summer recess shall be from July 28, 2020 to August 31, 2020. Dates for the Mayor’s Recess Agenda are August 6, 13, 20, and 27, 2020. The Winter recess shall be from December 15, 2020 to December 31, 2020. An explanation of changes to the regular meeting schedule as established by the Council’s Rules of Procedure are as follows:

DATE	EXPLANATION
January 7, 2020	Cancellation of Council meeting due to New Year’s Holiday
March 31- April 3, 2020	No meetings during the Spring recess.
June 30, 2020	No meeting on the 5th Tuesday as it falls during the 4 th of July holiday.
July 28 -August 30, 2020	Cancellation of Meetings due to Annual recess (Rule 20)
September 1, 2020	Cancellation of Council meeting due to Labor Day holiday
November 3, 2019	Cancellation of Council meeting due to Election Day
November 10 th and 17 th , 2020	Council and Committee dates are switched this month since November 3 rd Council meeting was cancelled, this allows to continue an alternating schedule.
November 24, 2020	Cancellation of Committee meetings due to Thanksgiving recess
December 15 - December 31, 2020	Cancellation of meetings due to Winter recess

The proposed schedule provides for 18 meetings of the City Council and 19 meetings of Council Committees.

FISCAL IMPACT

There is no direct fiscal impact related to City Council action on this report. Funding to staff the Council and Committee meetings as proposed is included in City’s Adopted Budget. Additional meetings scheduled at a future date may have a fiscal impact.

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PUBLIC OUTREACH / INTEREST

This informational report is posted in accordance with the standard City Council agenda noticing procedures.

COORDINATION

This report was prepared in coordination with the City Clerk's Office and with feedback from the City Administrator, and Chair of the Rules Committee. An initial draft 2020 Calendar was distributed at Post Agenda.

SUSTAINABLE OPPORTUNITIES

Economic: There are no direct economic opportunities associated with this report.

Environmental: There are no direct environmental opportunities associated with this report.

Social Equity: There are no direct social equity opportunities associated with this report.

ACTION REQUESTED OF THE CITY COUNCIL

The Council President requests that The City Council adopt the proposed 2020 schedule of the City Council and Council Committee Meetings and an associated agenda and report distribution. For questions regarding this report, please contact Barbara Lopez at (510)238-7082 or BLopez@oaklandca.gov.

Sincerely,

Rebecca Kaplan
Oakland City Council President

City Council
December 10th, 2019
Item: ____



2020

ATTACHMENT A Oakland City Council and Council Committees Meeting, Report & Agenda Distribution

12/5/2019
DRAFT

1-07-2020				
JANUARY 7th MEETING CANCELLED FOR NEW YEAR				
1-14-2020	Committee	12-23-2019	1-02-2020	1-03-2020
1-21-2020	Council	12-30-2019	1-09-2020	1-10-2020
1-28-2020	Committee	1-06-2020	1-16-2020	1-17-2020
2-04-2020	Council	1-13-2020	1-23-2020	1-24-2020
2-11-2020	Committee	Friday 1-17-2020¹	1-30-2020	1-31-2020
2-18-2020	Council	1-27-2020	2-06-2020	2-07-2020
2-25-2020	Committee	2-03-2020	2-13-2020	2-14-2020
3-03-2020	Council	2-10-2020	2-20-2020	2-21-2020
3-10-2020	Committee	Friday 2-14-2020²¹	2-27-2020	2-28-2020
3-17-2020	Council	2-24-2020	3-05-2020	3-06-2020
3-24-2020	Committee	3-02-2020	3-12-2020	3-13-2020
3-31-2020 ~ 4-03-2020				
ANNUAL SUMMER RECESS – MEETINGS CANCELLED³				
4-07-2020	Council	3-16-2020	3-26-2020	3-27-2020
4-14-2020	Committee	3-23-2020	4-02-2020	4-03-2020
4-21-2020	Council	3-30-2020	4-09-2020	4-10-2020
4-28-2020	Committee	4-06-2020	4-16-2020	4-17-2020
5-05-2020	Council	4-13-2020	4-23-2020	4-24-2020
5-12-2020	Committee	4-20-2020	4-30-2020	5-01-2020
5-19-2020	Council	4-27-2020	5-07-2020	5-08-2020
5-26-2020	Committee	5-04-2020	5-14-2020	5-15-2020
6-02-2020	Council	5-11-2020	5-21-2020	5-22-2020
6-09-2020	Committee	5-18-2020	5-28-2020	5-29-2020
6-16-2020	Council	Friday 5-22-2020³¹	6-04-2020	6-05-2020
6-23-2020	Committee	6-01-2020	6-11-2020	6-12-2020
6-30-2020				
4th OF JULY HOLIDAY – MEETINGS CANCELLED³				
7-07-2020	Council	6-15-2020	6-25-2020	6-26-2020
7-14-2020	Committee	6-22-2020	7-02-2020	7-03-2020
7-21-2020	Council	6-29-2020	7-09-2020	7-10-2020
7-28-2020 ~ 8-31-2020				
ANNUAL SUMMER RECESS – MEETINGS CANCELLED³				
9-08-2020	Committee	8-17-2020	8-27-2020	8-28-2020
9-15-2020	Council	8-24-2020	9-03-2020	9-04-2020
9-22-2020	Committee	8-31-2020	9-10-2020	9-11-2020
9-29-2020	Special Council 5th Tuesday²	Friday 9-04-2020¹	9-24-2020	9-25-2020
10-06-2020	Council	9-14-2020	9-24-2020	9-25-2020
10-13-2020	Committee	9-21-2020	10-01-2020	10-02-2020
10-20-2020	Council	9-28-2020	10-08-2020	10-09-2020
10-27-2020	Committee	10-05-2020	10-15-2020	10-16-2020
11-03-2020				
NOVEMBER 3RD MEETING CANCELLED FOR ELECTION DAY				
11-10-2020	Special Council	10-19-2020	11-05-2020	11-06-2020
11-17-2020	Special Committee	10-26-2020	11-12-2020	11-13-2020
11-24-2020 ~ 11-27 2020				
THANKSGIVING RECESS - MEETINGS CANCELLED				
12-01-2020	Council	11-09-2020	11-19-2020	11-20-2020
12-08-2020	Committee	11-16-2020	Tuesday 11-24-2020¹	Wednesday 11-25-2020¹
12-15-2020 ~ 12-31-2020				
WINTER RECESS – MEETINGS CANCELLED				

¹ Deadlines changed to accommodate holidays

² 5th Tuesdays are designated as Special Meetings pursuant to the Council's Rules of Procedures Resolution 87044 C.M.S

³ Dates for the Mayor's Recess Agenda are August 6, 13, 20, and 27, 2020

Schedule is subject to change. Contact the Office of the City Clerk for questions. ClerkAgendaUnit@oaklandca.gov | (510) 238-6406